



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

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

July 21, 2021  
1:00 pm PT  
Regular Meeting

**THIS BOARD OF DIRECTORS MEETING WILL BE CONDUCTED VIA TELECONFERENCE**

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

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

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

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

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings at the 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](http://www.rsf-fire.org)



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

July 21, 2021

Call to Order

Pledge of Allegiance

Roll Call

1. Special Presentations
  - a. Non-Safety Employee of the Year – recipient to be announced at the meeting
  - b. Retirement of Battalion Chief Dave Livingstone
  
2. 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.

3. Consent Calendar
    - a) Board of Directors Minutes
      - i) Board of Directors minutes of June 16, 2021  
ACTION REQUESTED: **Approve**
    - b) Receive and File
      - i) Monthly/Quarterly Reports
        - (1) List of Demands Check 34009 thru 34116, Electronic File Transfers (EFT), and Wire Transfer(s) for the period June 1 – 30 totaling:
 

	\$ 332,717.63
Wire Transfer(s) period June 1 – 30	\$ 350,259.98
Payroll for the period June 1 – 30	<u>\$ 646,719.53</u>
TOTAL DISTRIBUTION	\$1,329,697.14
        - (2) Activity Reports – June 2021
          - (a) Operations
          - (b) Training
          - (c) Fire Prevention
          - (d) Correspondence - letters/cards were received from the following members of the public:
            - (i) None
- c) Acceptance of Grant
  - i) Accept grant of \$15,181.83 tentatively approved for the purchase of vehicle extrication and stabilization equipment [Staff Report 22-01](#)  
ACTION REQUESTED: **Accept and acknowledge receipt of grant**

4. Public Comment



# Rancho Santa Fe Fire Protection District Board of Directors

## Regular Meeting

July 21, 2021

5. Old Business
  - a. None
  
6. Resolution/Ordinance
  - a. Resolution 2122-01 - A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Commending the Retirement of Battalion Chief David W. Livingstone  
ACTION REQUESTED: **Approve**
  
7. New Business
  - a. Acceptance of Donation  
To acknowledge and accept receipt of the donation from the Rancho Santa Fe Fire District Foundation for UVC LED Disinfecting Air Purifier Quantity 10 - \$1,000.00 [Staff Report 22-02](#)  
ACTION REQUESTED: **Acknowledge receipt of the donation**
  
8. Oral Report
  - a. Fire Chief – Cox
    - i. District Activities
    - ii. Zumaque Road hazardous fuel removal
    - iii. CAL JAC Program
    - iv. RSFA/Patrol Tenant Improvements
  - b. Operations – Deputy Chief
  - c. Volunteer – Volunteer Recruitment & Retention Coordinator
  - d. Training – Battalion Chief
  - e. Fire Prevention – Fire Marshal
  - f. Administrative Manager
    - i. HR
    - ii. Finance: CalPERS update
    - iii. Board Clerk
  - d) Board of Directors
    - i) North County Dispatch JPA – Update
    - ii) County Service Area – 17 – Update
    - iii) Director Comments
  
9. Adjournment  
The next regular meeting Board of Directors meeting to be August 18, 2021 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

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July 21, 2021

## CERTIFICATION OF POSTING

I certify that on July 15, 2021 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on July 15, 2021

A handwritten signature in blue ink, appearing to read "Alicea Caccavo", is written over a horizontal line.

Alicea Caccavo  
Clerk of the Board

Rancho Santa Fe Fire Protection District  
Regular Board of Directors Meeting  
Minutes June 16, 2021



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

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

*Pledge of Allegiance*

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

Roll Call

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

Staff Present: Fire Chief Fred Cox; Deputy Chief Dave McQuead, Battalion Chief Bruce Sherwood; Battalion Chief Brian Slattery; Fire Marshal Marlene Donner; Volunteer Recruitment & Retention Coordinator Chief Frank Twohy; and Manager, Finance & Administration/ Board Clerk Alicea Caccavo

1. **Consent Calendar**

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

a. **Board of Directors Minutes**

- Board of Directors minutes of May 19, 2021

b. **Receive and File**

- Monthly/Quarterly Reports

(1) List of Demands Check 33915 thru 34008, Electronic File Transfers (EFT), and Wire Transfer(s) for the period May 1 – 31, 2021 totaling:	\$ 182,531.15
Wire Transfer(s) period May 1 – 31, 2021	\$ 69,235.74
Payroll for the period May 1 – 31, 2021	\$ <u>645,523.60</u>
TOTAL DISTRIBUTION	\$ 897,290.49

(2) Activity Reports – May 2021

(a) Operations

(b) Training

(c) Fire Prevention

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

(i) None

c. **Policy Consent**

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR MALIN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to ratify the District's Administrative Policy A100.16 for Inventory & Property Management.

2. **Public Comment**

Jo MacKenzie of the Board of Vista Irrigation and CSDA incumbent introduced herself and requested the District to vote for her in the California Special Districts Association (CSDA). Ms. MacKenzie responded to questions by the Board.

3. **Old Business**

None

Rancho Santa Fe Fire Protection District  
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4. **New Business**

a. Local Agency Formation Commission Election

*Manager Caccavo reported that the alternate seat for special districts is up for election and requested that the Board authorize the President of the Board to cast the ballot on behalf of the District.*

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize President to cast ballot on behalf of the District for the alternate special district member on the Local Agency Formation Commission.

b. Fixed Charge Special Assessment for Weed Abatement

*Manager Caccavo summarized the staff report provided and the process to collect the forced abatement charges paid to the abatement contractor. This year the District had seven parcels that were non-compliant property owners, and to date have not reimbursed the district for the forced abatement fees. The district's recourse to recover funds is to place a special assessment on the property tax bill, which includes a \$500 administrative fee. She requested that the board approve and authorize the administrative staff to deliver the Weed Abatement Special Assessment list of non-compliant parcels to the County of San Diego on or before the County's deadline of August 10, 2021.*

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE to approve and deliver a special assessment on Parcel Nos. 264-672-01-00, 264-348-02-00, 264-672-01-00, 264-672-02-00, 264-671-51-00, 269-183-10-00, 269-173-07-00 for nonpayment of forced abatement fees to the County of San Diego on a roll call vote:

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

c. Preliminary Budget FY21/22

*Manager Caccavo delivered a PowerPoint presentation on the Preliminary Budget for FY21/22. She and Fire Chief Cox answered questions from the Board regarding grant revenue, capital expenditures, Workers' Compensation liabilities and the pension liability. In summary:*

*Revenues anticipated to increase by 0.3% to \$18,465,000  
Expenditures anticipated to decrease by 2.1% to \$19,945,000  
Estimated cash balance \$14,450,000*

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE to approve the Preliminary Budget for FY21/22 and set up the public hearing for the regularly scheduled meeting on September 15, 2021.

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

5. **Oral Report**

a. Fire Chief – Cox

- i. District Activities: *Fire Chief Cox reported that in working with legal counsel, the lease agreements are worked out and the tenant improvements should begin by next month. Should generate an additional \$38,000 lease revenue annually.*

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- ii. Covid Relief Funding: *Fire Chief reported that with help from the San Diego County Board of Supervisors, Supervisor Desmond and his staff, through the County of San Diego, American Rescue Plan Act (ARPA) funds will help independent fire districts in San Diego County. The details on how the funding will be distributed will be forthcoming. Chief reported that the California Special Districts Association (CSDA) is working on cost recovery for all Special Districts also.*
  - iii. California Special Districts Association (CSDA) Electronic Election Ballot: *Board direction to allow for Fire Chief to vote on behalf of the district.*
  - iv. CSA-17 Consultant Report: *Fire Chief reported that the advisory board passed with the exception of the substantial increase of the user fees. It has now been forwarded to the County Chief Administrative Officer for review. He and Chief Twohy responded to questions by the Board.*
- b. Operations – Deputy Chief: *Deputy Chief McQuead reported that the monthly fuel moisture is still under the critical line of 50%. Significant incidents show an increase of activity of 26% and an increase in burn by 58%. Recent fires include: the Southern Fire near Julian burning 6,500 acres; a structure fire in a garage in the 4s Ranch area, confined to the garage; strike team deployed to a 150 acre vegetation fire in Riverside; and an 8 acre fire in Deer Springs on May 22. There was a CPR save at a resort in Fairbanks Ranch. Bystander CPR was a critical component of the saving of the gentleman's life. The resort is now requesting training from the District, with help from AMR, on CPR to their personnel which will take place on July 6<sup>th</sup>. Operation Collaboration has now ended as of May 31. North Zone conducted a Battalion Chief exam which resulted in the upcoming promotions of Captain Bennett and Captain Thompson. San Diego County Wildland Forum in El Cajon for the Chiefs on weather briefing with predictive services occurred recently. Due to the depopulation of inmates, hand crews are now moving towards full time paid staffing. Vista recently lost a firefighter to cancer. Firefighter Blaine Nelson, a previous reserve, was hired on as full time. Chief McQuead responded to questions by the Board.*
- c. Volunteer – Volunteer Recruitment & Retention Coordinator: *Chief Twohy reported that reserves donated 504 hours of service to the community and will be bringing on additional reserves in August.*
- d. Training – Battalion Chief: *Chief Sherwood reported that over 2000 hours of training were completed by suppression and wildland refresher training was accomplished.*
- e. Fire Prevention – Fire Marshal: *Fire Marshal Donner reported that plan reviews are up, inspections are down. Prevention worked with the Sheriff to move out homeless encampments in Harmony Grove area. Continue to work with the County on getting plans that require fire plan review that the District is not receiving, resulting in loss of mitigation fee revenue. These include solar and energy storage systems. Jenny Huesias started as the new Office Support Coordinator today. Fire Marshal and Fire Chief Cox responded to questions by the Board.*
- f. Manager, Finance & Administration
- i. HR: *Manager Caccavo reported that in addition to the previously reported recruitments of Huesias and Nelson, there are two more firefighter/paramedics that are in backgrounds. Fire Chief added that there will be two additional Captains and Engineers moving up to replace vacancies resulting from the promotions of the Battalion Chiefs.*
  - ii. Finance: *Audit will be on site on September 16 & 17<sup>th</sup>. Finance Committee meeting set up before the board meeting. Staff continues to work on the payroll program.*
  - iii. Board Clerk: *Nothing to report.*

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g. Board of Directors

- i. North County Dispatch JPA – Update: *Director Ashcraft reported that during the meeting on May 26<sup>th</sup>, North County Dispatch approved their proposed budget. The preliminary budget is up 3.1% in a \$5.4 million budget. After paying down \$1.9 million as an additional discretionary payment, their unfunded accrued liability is \$209,000 with a pension contribution of \$279,000.*
- ii. County Service Area – 17 – Update: *Director Stine attended the meeting and had nothing to report.*
- iii. Director Comments:
  - (1) Director Malin: *nothing to report*
  - (2) Director Stine: *reported that the drag racing on Four Gee Road now has committee formed to request speed limits to be posted. During the Rancho Santa Fe Fire District Foundation meeting on Monday, the National Library of Medicine’s report on the dangers of electromagnetic field (EMF) radiation has surpassed the number one contributor of cancer causing agent previously held by carcinogens was discussed. Director Stine’s personal story resulted in connecting with Gia Wellness to request funds in the amount of \$15,000 for personal protective equipment for all six stations and the administrative building from the Foundation. Director Stine has no financial interest in the vendor.*
  - (3) Director Tanner: *requested that some sort of press release be done to let the public know that it is the safety staff, with Rancho Santa Fe Association’s support, that places the flags around the district. Fire Chief Cox clarified that the direction to have the flags flown at half-mast come from a Governor or President of the United States directive. Morning flags are flown at half-mast for safety personnel and will return to fully-mast sunset of the day of the funeral.*
  - (4) Director Hillgren: *suggested an internship for the social media marketing personnel.*
  - (5) Director Ashcraft: *nothing to report.*

6. Adjournment

Meeting adjourned at 2:38pm.

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Alicea Caccavo  
Board Clerk

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James H. Ashcraft  
President



Check No.	Amount	Vendor	Purpose
34009	\$2,370.00	Cielo Village Partners LP	Cielo HOA Fees
34010	\$255.28	COR Security Inc	Building ADMIN
34011	\$3,315.05	CAP Code, 800MHZ	800 MHz Network Admin Fees
34012	\$138.27	Cox Communications	Cable RSF5
34013	\$3,923.04	Dell Marketing	Computer - License/Software
34014	\$1,299.87	Direct Energy Business-Dallas	Elec/Gas/Propane RSF1
34015	\$120.84	Dish	Cable RSF6
34016	\$1,408.26	Engineered Mechanical Services Inc	Building RSF4
34017	\$748.86	Fire ETC Inc	Safety Clothing (Protective)
34018	\$141.43	Griffin Hardware Co.	Station Maintenance - RSF2
34019	\$213.82	Home Depot, Inc	Station Replacement Items - RSF2, Elec/Gas/Propane RSF1
34020	\$221.49	Life-Assist Inc	CSA-17 Contract
34021	\$29,990.40	NCDJPA	Dispatching
34022	\$50,000.00	Rancho Santa Fe Fire Protection Dist	Added to Workers' Comp Account
34023	\$2,800.00	Roadone	PY Adjs / Expenses - Demo Vehicles
34024	\$1,291.84	Robert Half International	Temporary Labor
34025	\$50.00	RSF Security Inc	Alarm System Monitoring RSF5
34026	\$2,074.13	SC Commercial LLC	Fuel: Gasoline & Diesel
34027	\$438.00	Schmidt Fire Protection	Building ADMIN
34028	\$5,248.75	Scott Davis	Programming - Computer & Software PR
34029	\$2,912.95	Uniforms Plus	Uniforms: Safety Personnel, Prevention
34030	\$18.45	UPS	Shipping Service
34031	\$70.20	Verizon Wireless	CSA-17 Contract
34032	\$30,858.26	ZOLL Medical Corporation	CSA-17 Contract
34033	\$750.00	Accme Janitorial Service Inc	Building ADMIN
34034	\$2,000.00	Arnold A Lewin	Consulting Services
34035	\$2,061.92	AT&T Calnet 2/3	Telephone - Admin, RSF1, RSF2, RSF3, RSF4, RSF6
34036	\$847.07	BIT PROS INC	Repair - ID 1062
34037	\$36.36	Charter Communications Holdings, LLC	Cable RSF4
34038	\$241.95	COR Security Inc	Building ADMIN
34039	\$395.39	EDCO Waste & Recycling Inc	Trash - RSF5, RSF6
34040	\$1,611.96	Fitch Law Firm Inc	Legal Services
34041	\$26.47	Griffin Hardware Co.	Station Maintenance - RSF2

34042	\$322.77	Home Depot, Inc	Apparatus: Miscellaneous, Hydrant Maintenance
34043	\$197.33	Konica Minolta Business Inc	Copier Maintenance Contract
34044	\$7,441.97	MES California	Safety Equipment
34045	\$315.90	Nationwide Medical Surgical Inc	CSA-17 Contract
34046	\$2,001.55	Olivenhain Municipal Water District	Water RSF2, RSF3, RSF4, RSF6, Water Training Facility
34047	\$300.00	PharmaLink	PY Adjs / Expenses
34048	\$179.50	Race Telecommunications, Inc	Telephone RSF1
34049	\$1,346.98	Rincon Del Diablo Municipal Water Di	Water RSF5
34050	\$1,033.47	Robert Half International	Temporary Labor
34051	\$90.00	RSF Mail Delivery Solutions	Mail Delivery Service
34052	\$694.22	Santa Fe Irrigation District	Water RSF1, NCDJPA
34053	\$3,572.95	SC Commercial LLC	Fuel: Gasoline & Diesel
34054	\$815.79	SDG&E	Elec/Gas/Propane RSF6
34055	\$80.00	Terminix International	Building RSF2
34056	\$661.82	ThyssenKrupp Elevator Inc	Elevator Service
34057	\$10,282.12	U S Bank Corporate Payment System	Cal-Card./IMPAC program
34058	\$2,982.64	Waste Management Inc	Trash - NCDJPA, RSF Assn - Patrol, RSF1, RSF2, RSF3, RSF4
34059	\$265.00	About Service Inc	Repair - ID 1181
34060	\$128.03	Airgas Inc	Safety: Breathing Air
34061	\$115.90	American Battery Corporation	Repair - ID 1181
34062	\$123.38	Armanino Solutions, LLC	Consulting Services
34063	\$64.20	AT&T	Telephone RSF6
34064	\$333.64	AT&T Calnet 2/3	Telephone ADMIN, RSF2, RSF4
34065	\$436.90	Charter Communications Holdings, LLC	Cable - Admin
34066	\$10,305.10	Dell Marketing	Computer/Printer Replacement
34067	\$1,137.00	Engineered Mechanical Services Inc	Building RSF4
34068	\$2,500.00	GLEESON HOLDINGS, LLC	Suppression - Local Conf/Seminars
34069	\$14,156.58	Gregory Johnson DBA Johnson Equipmen	Unit 2161 Equipment
34070	\$25.42	Griffin Hardware Co.	Station Maintenance - RSF2
34071	\$124.11	Henley Pacific LA LLC (Valvoline)	Scheduled - ID 1381, ID 1482
34072	\$4,000.00	Palomar College	SAFER VRRC-Tuition Costs
34073	\$966.47	SC Commercial LLC	Fuel: Gasoline & Diesel
34074	\$11,051.22	SDG&E	Elec/Gas/Propane Admin, RSF1, RSF2, RSF3, RSF4, RSF5
34075	\$96.00	State of CA Dept of Justice	Background Investigation

34076	\$485.00	Thompson, Cole T.	Education/Training Reimbursement
34077	\$623.25	TPX	Telephone ADMIN
34078	\$973.62	Uniforms Plus	Uniforms: Safety Personnel, Volunteers
34079	\$6,950.00	WinTech Computer Services	Consulting Services
34080	\$205.07	AT&T	Telephone RSF5
34081	\$485.00	Bennett, Luke D.	Education/Training Reimbursement
34082	\$610.00	California's Own Native Landscape De	Landscaping RSF6
34083	\$240.00	Costco Inc.	Association Dues
34084	\$233.46	Cox Communications	Telephone/Cable RSF2
34085	\$1,473.00	CrewSense, LLC	Scheduling (Crewsense) Maintenance
34086	\$3,525.00	Engineered Mechanical Services Inc	Building - Admin, RSF1, RSF2, RSF3, RSF4, RSF5, RSF6
34087	\$5,358.55	Fire ETC Inc	Safety Clothing (Protective)
34088	\$96.04	Griffin Hardware Co.	Station Maintenance - RSF2
34090	\$260.00	IAFC Membership Department	Association Dues
34091	\$276.52	Liebert Cassidy Whitmore	Legal Services
34092	\$225.00	Ligtenberg, Ray	CSA-17 Contract
34093	\$12,350.65	North County EVS Inc	Repair - ID 0481, ID 0811, ID 1411, ID 2011, ID 1162 WT
34094	\$1,282.47	Robert Half International	Temporary Labor
34095	\$516.74	Robert Half International	Temporary Labor
34096	\$4,496.40	SC Commercial LLC	Fuel: Gasoline & Diesel
34097	\$2,183.26	Stanley N Parfrey DBA 3 Volt Electri	Building RSF4
34099	\$412.00	Terminix International	Building - Admin, RSF1, RSF3, RSF4, RSF6
34100	\$43.07	Willis, Erwin L.	Computer Equipment/Parts
34101	\$183.74	AT&T	Telephone RSF1, RSF2, RSF3
34102	\$8,448.65	Cielo Village Partners LP	Cielo HOA Fees
34103	\$922.15	Cintas Corporation No 2	Safety: Extinguishers (Service & Purchas
34104	\$484.00	County of San Diego, DEH	Permit: County/City
34105	\$119.99	Cox Communications	Telephone RSF3
34106	\$5,027.13	Dell Marketing	Computer - License/Software
34107	\$1,393.84	Direct Energy Business-Dallas	Elec/Gas/Propane RSF1
34108	\$1,081.22	Entenmann-Rovin Co Inc.	Uniforms: Safety Personnel
34109	\$140.22	Fire ETC Inc	Safety Clothing (Protective)
34110	\$1,055.95	Global Lighting Project	Equipment - Minor
34111	\$632.09	L N Curtis & Sons Inc	Fleet Equip Maintenance/Repair-Port Gen

**Rancho Santa Fe Fire Protection District**

**List of Demands - June 2021**

34112	\$225.00	McVey, Craig A
34113	\$192.87	Napa Auto Parts Inc
34114	\$1,910.39	SC Commercial LLC
34116	\$2,426.54	Verizon Wireless
EFT000000000708	\$85.73	McQuead, David C
EFT000000000713	\$800.00	Sanford, Nathan
EFT000000000714	\$203.23	Reyes, Sandra N.
MISC	\$38,052.52	Various
<b>Subtotal</b>	<b>\$332,717.63</b>	

ACH Transfer	\$173,917.92	CalPERS
ACH Transfer	\$172,098.86	CalPERS
ACH Transfer	\$4,243.20	CalPERS
<b>Subtotal</b>	<b>\$350,259.98</b>	

6/15/2021	373,071.60	Payroll
6/30/2021	273,647.93	Payroll
<b>Subtotal</b>	<b>\$ 646,719.53</b>	

**Total** \$1,329,697.14

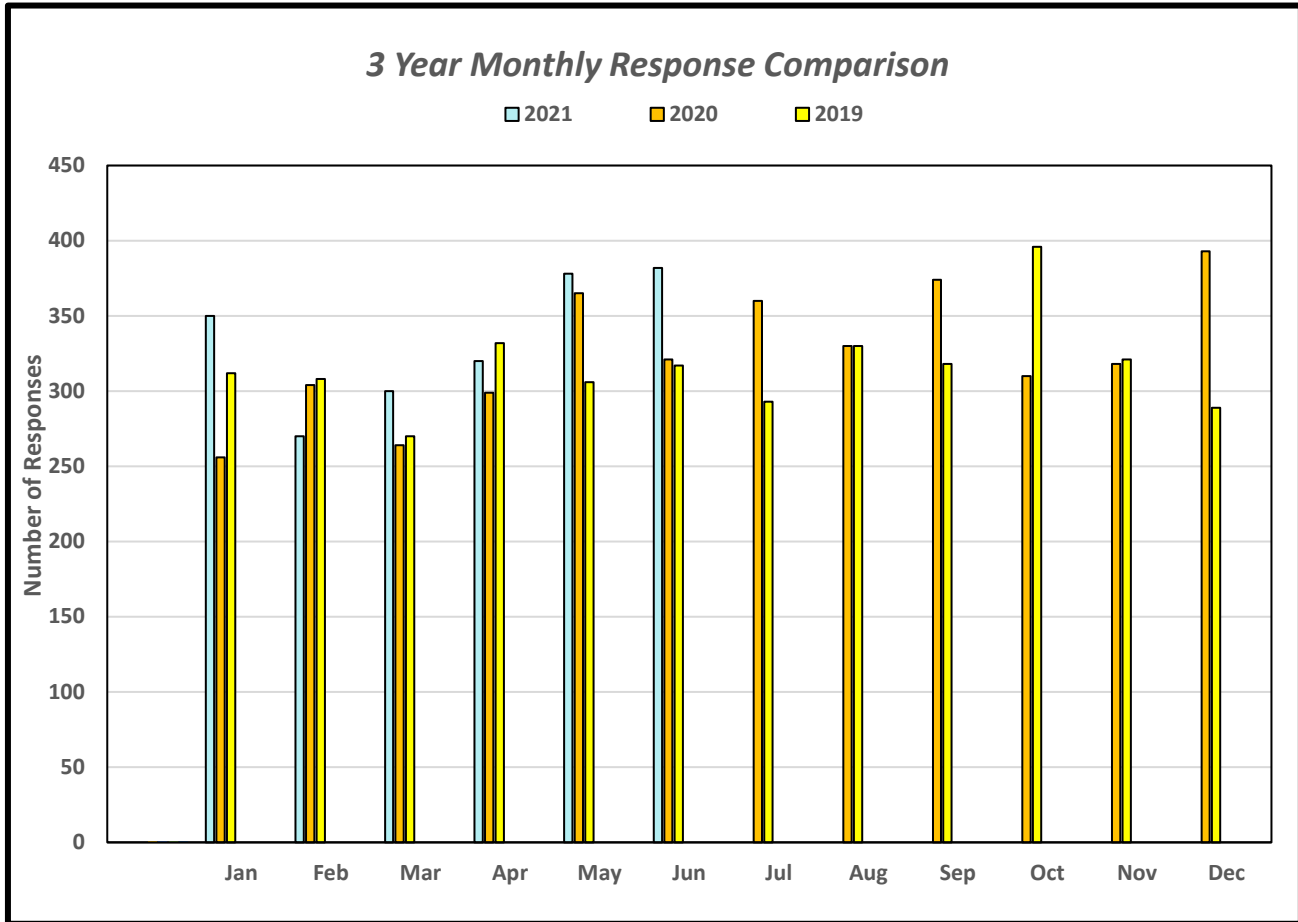
CSA-17 Contract = Paramedic Certification Renewal  
 Apparatus: Parts & Supplies  
 Fuel: Gasoline & Diesel  
 CSA-17 Contract  
 Office Supplies  
 Fire 98 - In-Service FF Training Program  
 Janitorial Supplies  
 Medical Reimbursement

CalPERS - May 2021 Retirement  
 CalPERS - June 2021 Retirement  
 CalPERS - FY20/21 Survivor Benefit

RSFFPD  
 RSFFPD

# Rancho Santa Fe Fire Protection Operations Report

## June 2021 Incident Count



### 3 Year Call Volume Tracker:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses	
<b>2021</b>	Responses	350	270	300	320	378	382						<b>2,000</b>	
	YTD	350	620	920	1240	1618	2000						<b>10.56%</b>	
<b>2020</b>	Responses	256	304	264	299	365	321	360	330	374	310	318	393	<b>3,894</b>
	YTD	256	560	824	1123	1488	1809	2169	2499	2873	3183	3501	3894	<b>2.69%</b>
<b>2019</b>	Responses	312	308	270	332	306	317	293	330	318	396	321	289	<b>3,792</b>
	YTD	312	620	890	1222	1528	1845	2138	2468	2786	3182	3503	3792	

# Rancho Santa Fe Fire Protection Operations Report

## June 2021 Incident Count

### Incident Problem Type

Summary: Number of Incidents by Problem for:

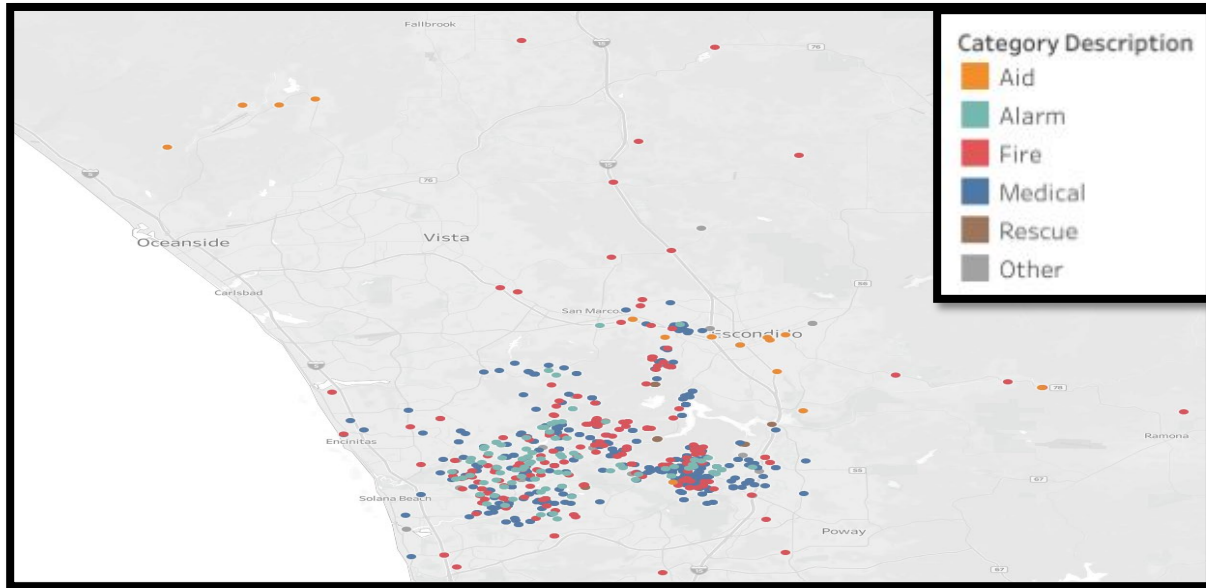
**RANCHO SANTA FE FPD**

Problem Codes	Category ..	Time Assigned		
		Incidents/R..	% of Total I..	% Differenc..
		2021	2021	2021
15-E-1	Other	1.0	0.26%	0.00%
5150 / PSYCH PROBLEMS	Medical	1.0	0.26%	0.00%
A/R - MEDICAL AID	Aid	3.0	0.79%	0.00%
A/R - STRUCT FIRE	Aid	2.0	0.53%	0.00%
ABDOMINAL PAIN	Medical	4.0	1.06%	0.00%
ALLERGIES (REACTIONS)	Medical	4.0	1.06%	0.00%
ANIMAL RESCUE / FD	Fire	1.0	0.26%	0.00%
ASSAULT	Medical	3.0	0.79%	0.00%
BACK PAIN (NON-TRAUM..	Medical	3.0	0.79%	0.00%
BIKE ACC	Medical	1.0	0.26%	0.00%
BREATHING PROBLEMS	Medical	14.0	3.70%	0.00%
CARBON MONIX ALARM	Fire	1.0	0.26%	0.00%
CARDIAC ARREST	Medical	1.0	0.26%	0.00%
CHEST PAIN	Medical	10.0	2.65%	0.00%
CONVULSIONS	Medical	2.0	0.53%	0.00%
DIABETIC PROBLEMS	Medical	2.0	0.53%	0.00%
DO NOT DISPATCH	Other	1.0	0.26%	0.00%
ENVENOMATIONS (STING..	Medical	1.0	0.26%	0.00%
EVALUATION	Medical	1.0	0.26%	0.00%
FAINTING SPELLS	Medical	7.0	1.85%	0.00%
FALL - FROM HEIGHT	Medical	3.0	0.79%	0.00%
FALL - NOT HEIGHT	Medical	24.0	6.35%	0.00%
FIRE ALARM - COMM	Alarm	10.0	2.65%	0.00%
FIRE ALARM - HIGH RISE	Alarm	1.0	0.26%	0.00%
FIRE ALARM - RES	Alarm	44.0	11.64%	0.00%
FIRE ALARM PROBLEM	Fire	3.0	0.79%	0.00%
HEADACHE	Medical	1.0	0.26%	0.00%
HEART PROBLEMS	Medical	3.0	0.79%	0.00%
HEAT EXPOSURE	Medical	1.0	0.26%	0.00%
INVESTIGATION - FD	Fire	2.0	0.53%	0.00%
LACERATION	Medical	2.0	0.53%	0.00%
LIFT ASSIST	Fire	7.0	1.85%	0.00%
LOCK IN - VEHICLE / FD	Fire	2.0	0.53%	0.00%
MEDICAL AID	Medical	35.0	9.26%	0.00%
MEDICAL ALARM	Alarm	2.0	0.53%	0.00%
MOVE-UP	Other	1.0	0.26%	0.00%
NAT GAS ODOR	Fire	2.0	0.53%	0.00%
NON-BREATHER	Medical	2.0	0.53%	0.00%
ODOR INVESTIGATION	Fire	1.0	0.26%	0.00%
OVERDOSE	Medical	1.0	0.26%	0.00%
PERSON DOWN	Medical	3.0	0.79%	0.00%
POISONING (INGESTION)	Medical	1.0	0.26%	0.00%
PUBLIC SERVICE	Fire	2.0	0.53%	0.00%
RESCUE - OTHER	Rescue	2.0	0.53%	0.00%
RESCUE - TC	Medical	4.0	1.06%	0.00%
RESCUE - TC EXPANDED	Other	5.0	1.32%	0.00%
RESCUE - TECHNICAL	Rescue	1.0	0.26%	0.00%
SEIZURE	Medical	10.0	2.65%	0.00%
SICK PERSON (SPEC DIAG)	Medical	28.0	7.41%	0.00%
SMOKE CHECK	Fire	4.0	1.06%	0.00%
SNAKE REMOVAL	Fire	38.0	10.05%	0.00%
STRIKE TEAM T3 - OUT OF ..	Aid	1.0	0.26%	0.00%
STROKE (CVA)	Medical	8.0	2.12%	0.00%
STRUCTURE FIRE - APT / C..	Fire	1.0	0.26%	0.00%
STRUCTURE FIRE - COMM	Fire	5.0	1.32%	0.00%
STRUCTURE FIRE - RES	Fire	5.0	1.32%	0.00%
SUICIDE ATTEMPT	Medical	2.0	0.53%	0.00%
TC	Medical	19.0	5.03%	0.00%
TC - VEH VS PED	Medical	1.0	0.26%	0.00%
TRAUMATIC INJURIES	Medical	5.0	1.32%	0.00%
TREE DOWN	Fire	2.0	0.53%	0.00%
UNCONSCIOUS	Medical	4.0	1.06%	0.00%
UNKNOWN PROBLEM	Medical	2.0	0.53%	0.00%
VEGETATION FIRE	Fire	4.0	1.06%	0.00%
WALK IN / UP MEDICAL AID	Other	4.0	1.06%	0.00%
WATER PROB - FD	Fire	5.0	1.32%	0.00%
WORKING STRUC. RES	Fire	2.0	0.53%	0.00%
<b>Grand Total</b>		<b>378.0</b>	<b>100.00%</b>	<b>0.00%</b>

# Rancho Santa Fe Fire Protection Operations Report

## June 2021 Incident Count

### Monthly Incident Map



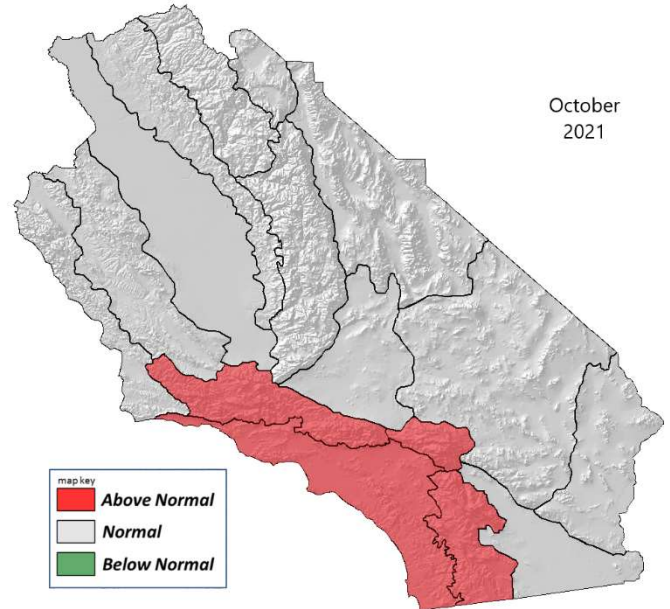
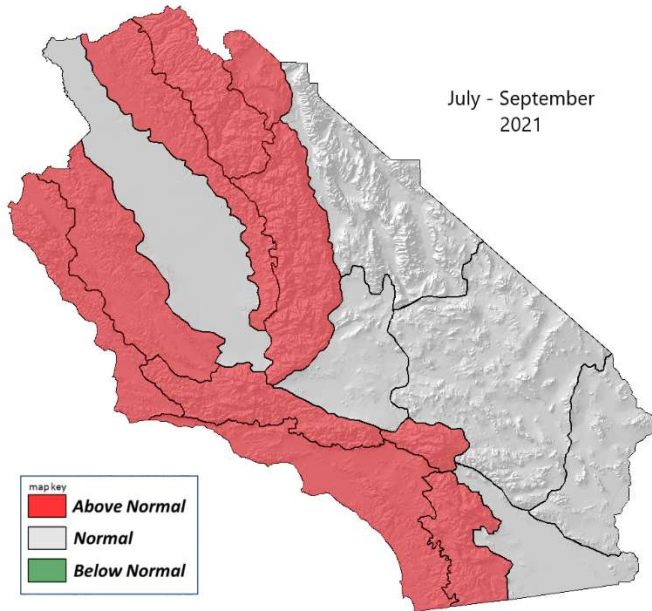
### Monthly Fuel Moisture:

Fuel Moisture was unavailable at time of report.

### Significant Incidents:

<b>Date:</b>	<b>Incident Type:</b>	<b>Units Assigned:</b>
6/9/2021	Sierra Fire - Camp Pendleton - Vegetation Fire	BR261
6/20/2021	Clevenger Fire - San Pasqual Valley - Vegetation Fire	B261 and BR265
6/23/2021	Mesa Fire - Pala - Vegetation Fire	WT266
6/28/2021	Inyo Creek Fire - Bishop - Vegetation Fire	Fire Line Medic - Josh Guzman





**\*Monthly Images will only be shown when there are changes**

## July - October 2021 South Ops Highlights

- Temperatures will be above normal through October.
- Monsoonal showers and thunderstorms will be near normal July through September.
- Rainfall will be below normal in October.
- There will be a near normal amount of Santa Ana wind events in October.

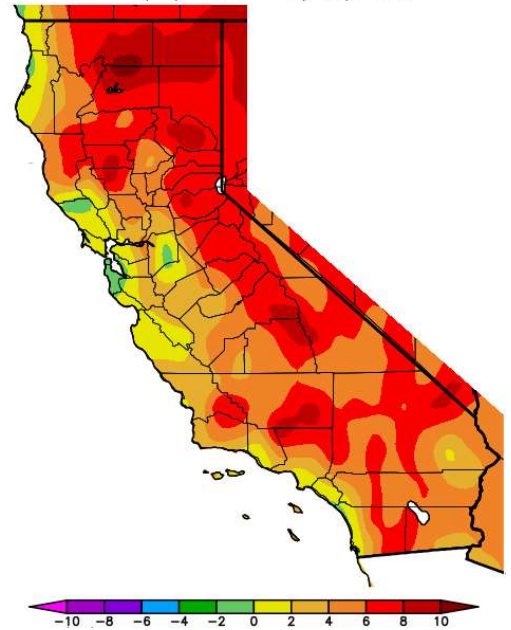




## Weather Discussion

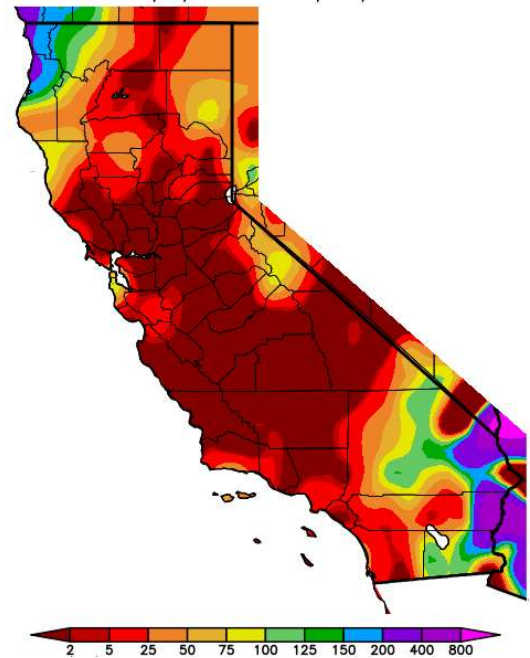
Just like in May, the weather pattern was progressive in June with a series of upper-level troughs and ridges moving inland into the West Coast from the Pacific Ocean. Inland locations received above normal temperatures for the month while coastal areas received near normal temperatures (**Fig 1**). This disparity was due to morning low clouds and fog from the marine layer over the coastal areas, while it was sunny inland. An exceptionally strong upper high brought record breaking heat to interior parts of the region during the middle part of the month. As usual, there was little in the way of rainfall in June. There were a few days of isolated afternoon showers and thunderstorms mainly over the Sierra and deserts. Isolated showers also occurred across Southern California from the coastal mountain slopes westward when the marine layer got exceptionally deep. However, most of the region received well below normal rainfall for the month away from the deserts. (**Fig 2**). Winds were westerly across the area all month and were strong across the mountains and deserts as troughs approached and moved inland into the West Coast.

Av. Max. Temperature dep from Ave (deg F)  
6/1/2021 – 6/30/2021



**Fig 1: June 1st - June 30th  
Temperature (% of Ave.)**

Percent of Average Precipitation (%)  
6/1/2021 – 6/30/2021

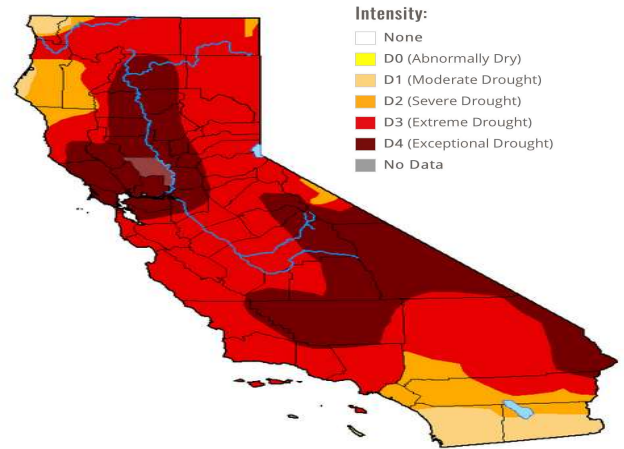


**Fig 2: June 1st - June 30th  
Precipitation (% of Ave.)**

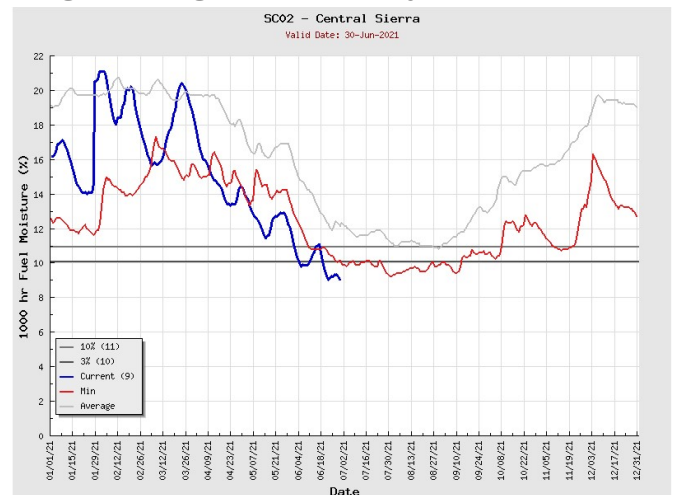


## Fuels Discussion

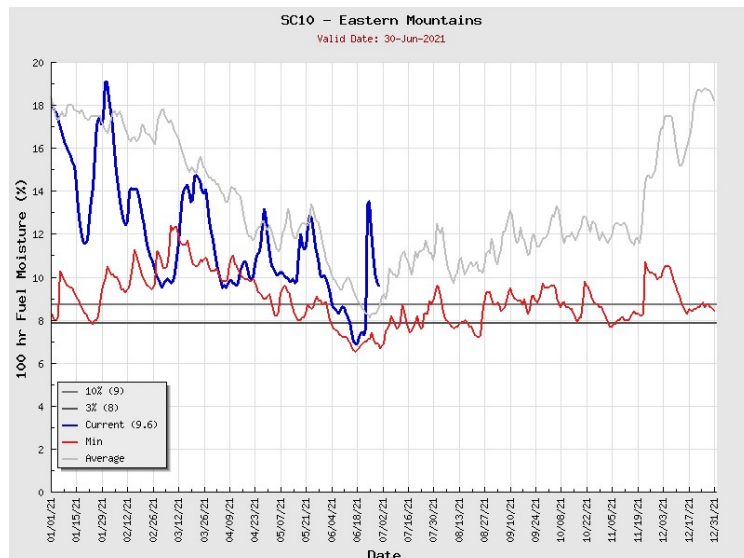
The drought continued to worsen in June, with most of the area now under extreme drought to exceptional drought (**Fig 3**). Exceptional drought still covered the deserts bordering Nevada and Arizona and has spread to most of the Sierra as well as the southern San Joaquin Valley. Just like in May, both the 1000-hr and 100-hr dead fuel moistures were below the third percentile and either near or breaking record low values away from the coastal areas most of the month (**Figs 4 and 5**). The live fuel moisture continues to slowly dry out and is around a month and a half ahead of where it should be for this time of year (**Fig 6**). Most live fuel moisture values at the end of the June were between 60% and 90%. However, isolated old growth fuel moistures were between 50% and 60%.



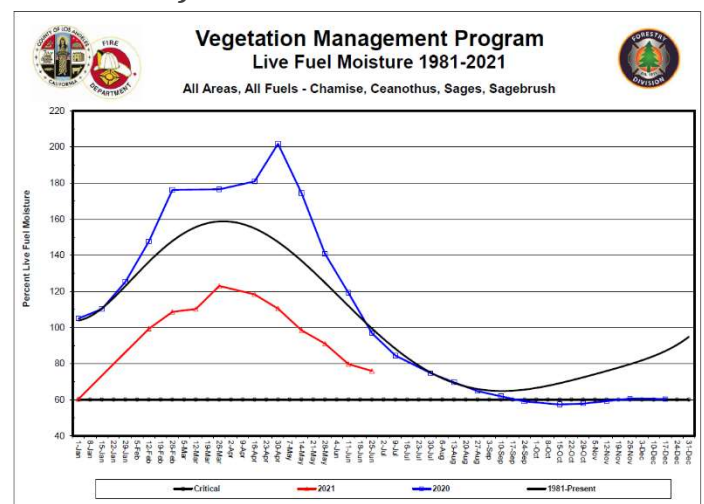
**Fig 3: Drought Monitor July 1st, 2021**



**Fig 4: Central Sierra 1000 hr Dead fuel moisture June 30th**



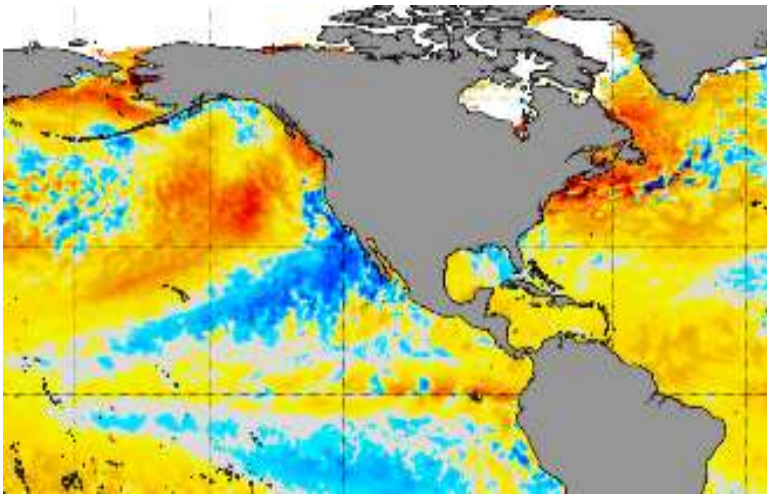
**Fig 5: Eastern Mountains 100 hr Dead fuel moisture June 30th**



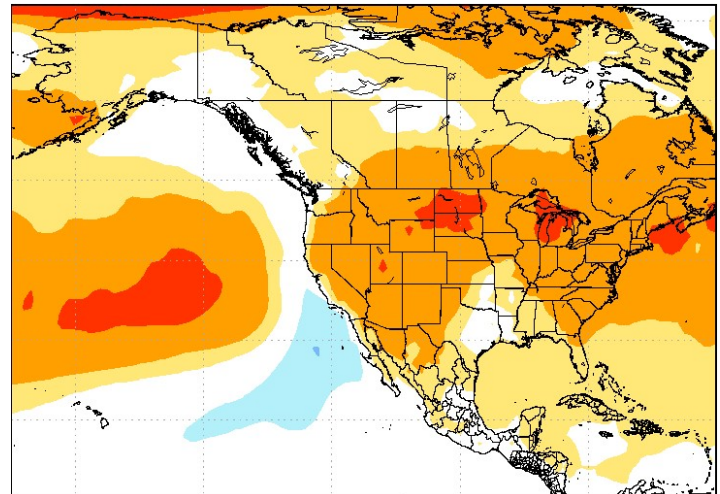
**Fig 6: LA County Live Fuel Moisture June 30th**

## **SOUTH OPS OUTLOOK**

Sea surface temperatures have warmed across much of the Pacific Ocean including the Gulf of Alaska, the West Coast, and the Equatorial Pacific in June (**Fig 7**). Computer models predict that these waters will continue to warm for the next few months (**Fig 8**). These warming waters will cause the marine layer to become less deep across the coastal areas and the entire area will likely receive above normal temperatures July through October. The trough pattern over the northern tier of states looks less likely now during the summer months as the Pacific waters warm. The sub-tropical high will likely meander between the Four Corners Area and the Great Basin, which is where it usually is located during the summer months. Therefore, expect a near normal monsoon from July through September. Much of Central and Southern California will have above normal large fire potential from July to September due to the expected above normal temperatures and the very dry fuel conditions. In October, Central California will have near normal large fire potential as temperatures cool. The above normal large fire potential will continue across Southern California from the mountains westward in October as very dry conditions are expected to continue along with the start of the Santa Ana wind season.



*Fig 7: Sea Surface Temperature Anomaly, June 29<sup>th</sup>, 2021*



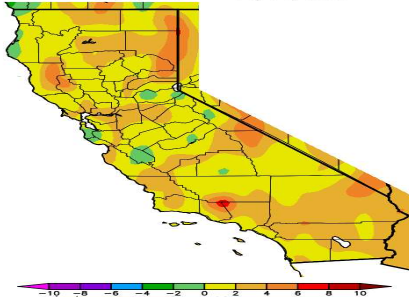
*Fig 8: Forecast Temperature Anomalies for July through October, June 29<sup>th</sup>, 2021*





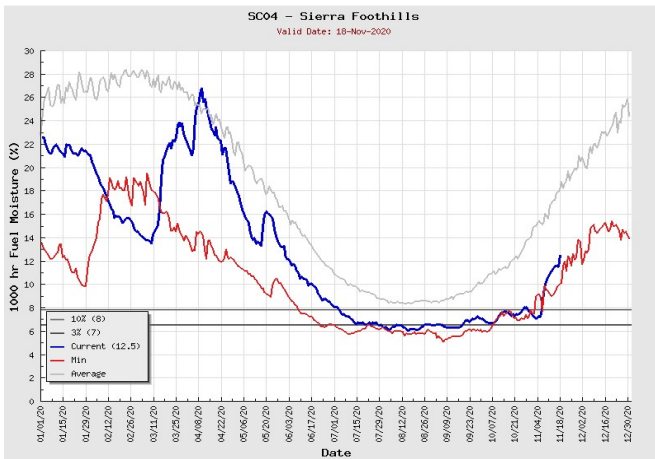
## Select Intel Links used in the forecast

Av. Max. Temperature dep from Ave (deg F)  
11/1/2020 - 11/19/2020



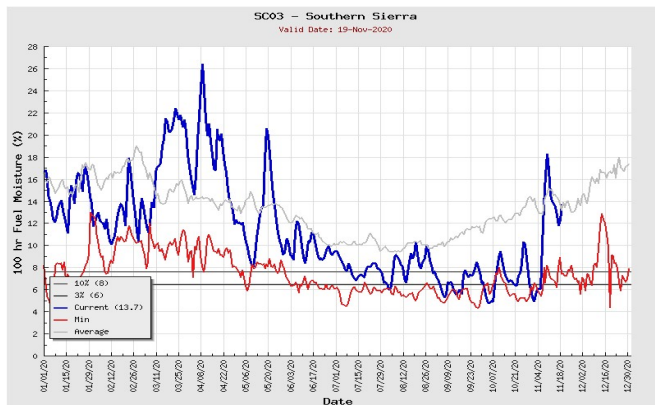
### Climate

- <https://calclim.dri.edu/pages/anommaps.html>



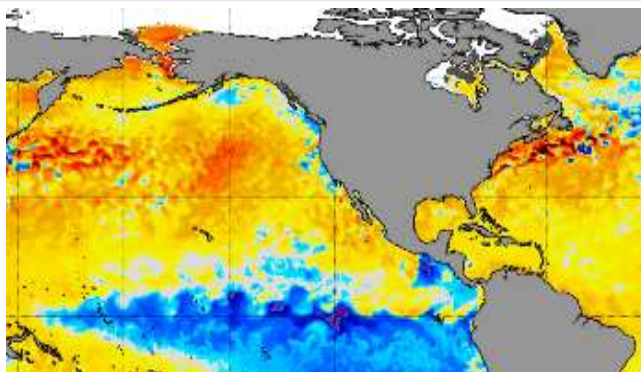
### 1000 hr dead fuel moisture

- [https://gacc.nifc.gov/oscc/fuelsFireDanger\\_Thousand.php](https://gacc.nifc.gov/oscc/fuelsFireDanger_Thousand.php)



### 100 hr dead fuel moisture

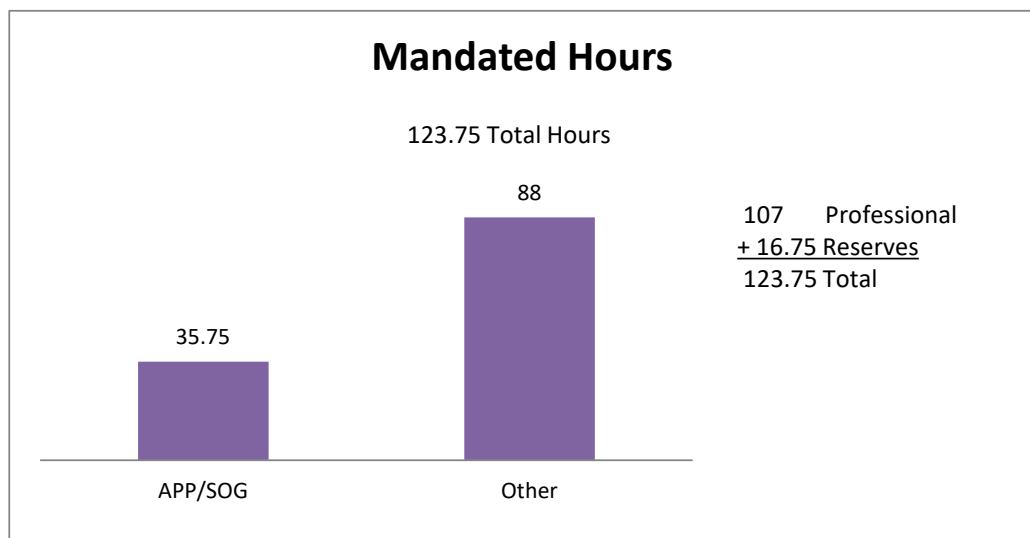
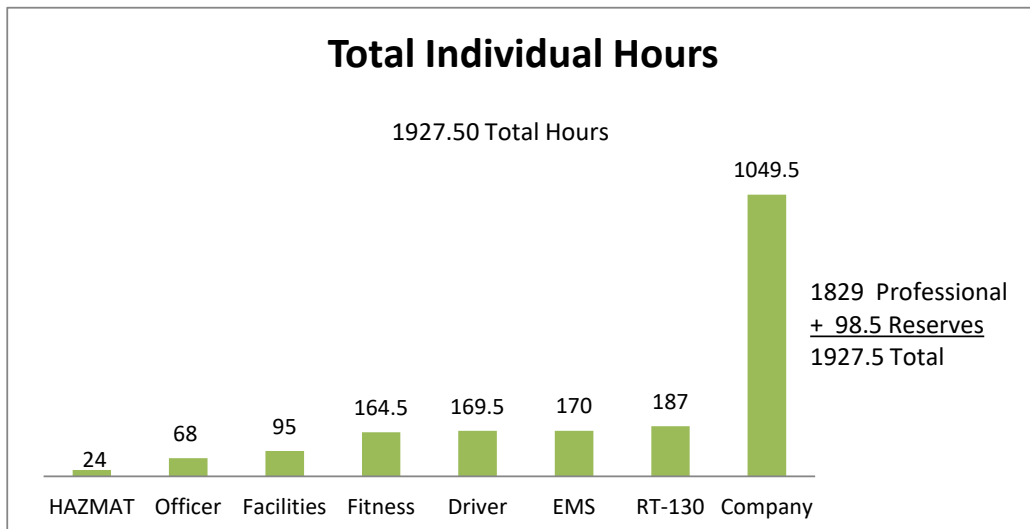
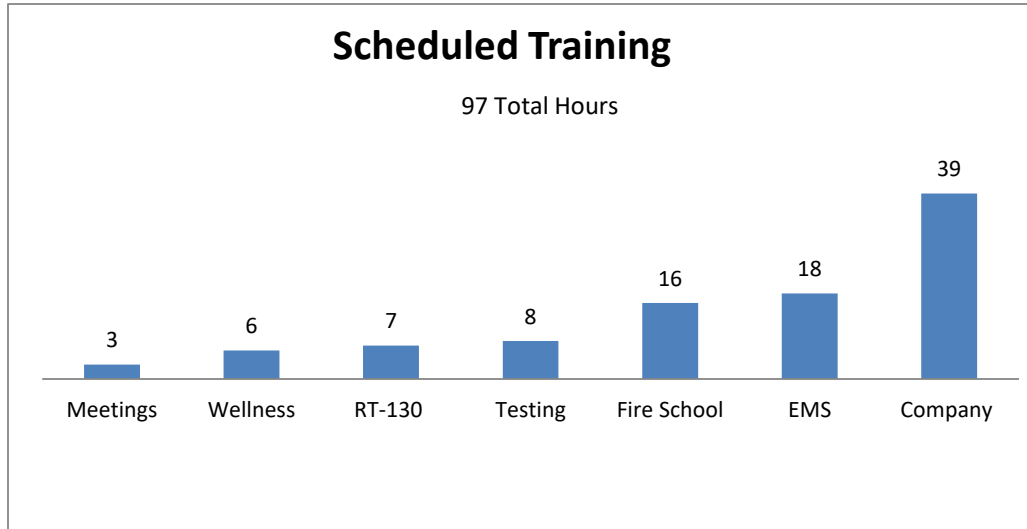
- [https://gacc.nifc.gov/oscc/fuelsFireDanger\\_Hundred.php](https://gacc.nifc.gov/oscc/fuelsFireDanger_Hundred.php)



### Current sea surface temperatures

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

**Training Division  
June 2021**



See next page for descriptions.

## Training Division - Descriptions

<b>Scheduled Training</b>		
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.		
<b>Total Individual Hours - 6 Subjects</b>		
<b>Subject</b>	<b>Definition</b>	<b>Examples</b>
<b>Company</b>	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.
<b>Driver</b>	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.
<b>Facility</b>	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
<b>HazMat</b>	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.
<b>Officer</b>	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.
<b>EMS</b>	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
<b>Mandated Hours</b>		
Hours completed through an assignment on an online database (Target Solutions). Mandated assignments are required by either Federal, State, Local.		

PLAN REVIEWS					
Plan Type	# of New Reviews	# of Resubmittals	Approved New SQFT (Mit Fees)	SQFT Reviewed (No Mit Fees)	Total SQFT Reviewed
New Residential	15		1162	32048	39217
Residential Additions/Remodels	1	0	0	5682	5682
New Commercial	1	0	0	14800	14800
Commercial T.I.	5	2	18199	60069	78268
Tents/Special Events	0	0	0	0	0
Rack Storage	0	0	0	0	0
Preliminary	6	0	0	0	13033
Fire Suppression Systems	2	0	0	0	0
Alarms	3	0	0	0	0
Landscaping	7	0	0	0	0
Grading/Mylars/Improvement Plans	3	0	0	0	0
Underground	1	0	0	0	0
Hood System	0	0	0	0	0
Tanks	0	0	0	0	0
Cell Sites	1	0	0	0	0
DSS/CCL	0	0	0	0	0
DPLU	0	0	0	0	0
Solar Panels	1	0	0	0	0
High Piled Storage	0	0	0	0	0
High Hazard/Communications/Other	5	0	0	0	0
Spray Booth	0	0	0	0	0
Fire Protection Plans	0	0	0	0	0
Technical Reports	0	0	0	0	0
<b>TOTAL</b>	<b>51</b>	<b>2</b>	<b>19361</b>	<b>112599</b>	<b>151,000</b>

<b>INSPECTIONS</b>	
<b>Inspection Type</b>	<b># of Inspections</b>
Alarms	-
Fire Supression Systems	18
Building Construction	9
Landscaping	8
Tent/Special Event	2
Gates/Knox	-
Site Visit	4
Technical Report/FPP	-
Underground	3
Annual Inspection	9
DSS Licensing	1
Other	2
<b>TOTAL</b>	<b>3</b>

<b>SPECIAL PROJECTS</b>	
<b>Project Type</b>	<b># of Projects</b>
Grants	-
GIS	2
Forms (Updates/New)	1
Project Research	-
Computer Programming/I.T.	-
Emergency Response Support	-
Annual Mailer (Weed Abatement)	-
Board Report Formatting/ Design	-
Other	1
<b>TOTAL</b>	<b>14</b>



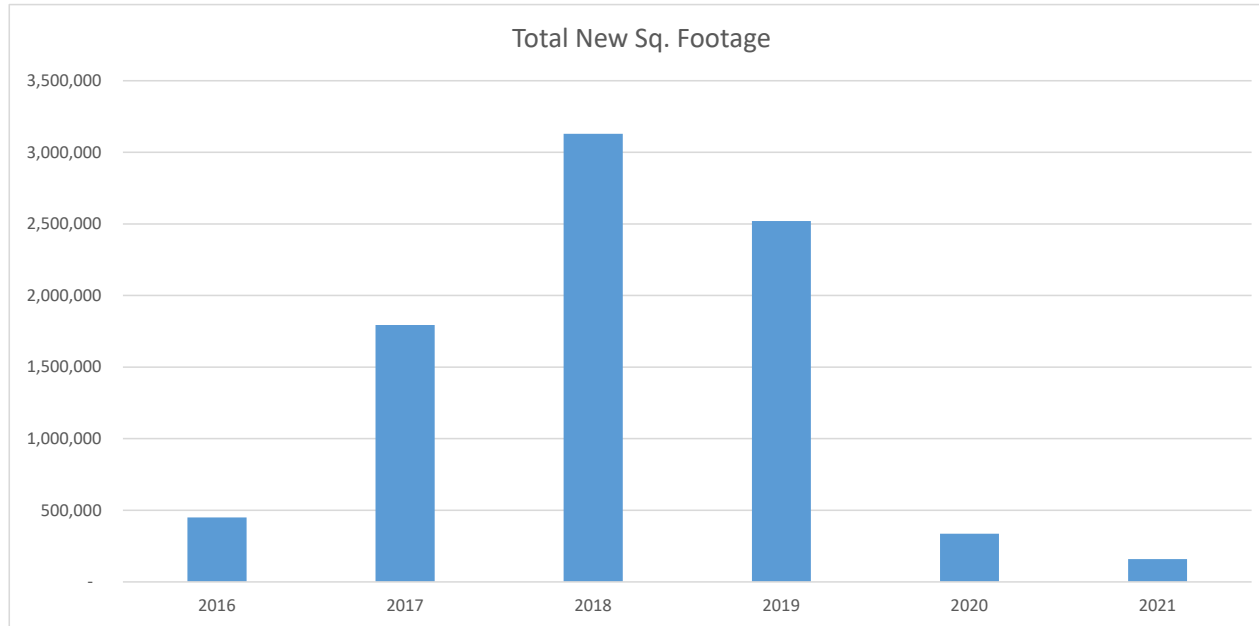
<b>MEETINGS</b>	
<b>Meeting Type</b>	<b># of Meetings</b>
H.O.A	1
Staff	20
Board	1
On-Site Project Meetings	36
In-Office Project Meetings	9
Shift	-
Captain's	-
Weed Abatement	7
County	-
Code Development	-
Support/I.T. Development	-
San Diego County FPO's	-
Community Stakeholder Meetings	-
North Zone	-
Other	2
<b>TOTAL</b>	<b>1</b>

<b>TRAINING/EDUCATION</b>	
<b>Class Name</b>	<b>Dates</b>
<b>TOTAL</b>	

<b>WEED ABATEMENT</b>	
<b>Activity</b>	<b># of Inspections</b>
Weed Abatement Inspection	322
Weed Abatement Reinspection	10
1st Notice	137
Final Notice	33
Posting	4
Notices Printed	-
Abated	37
Forced Abatement	-
<b>TOTAL</b>	<b>543</b>

<b>OFFICE SUPPORT</b>	
<b>Activity</b>	<b># Completed</b>
Phone Calls	1,053
Correspondence	3,409
Walk in/Counter	214
Knox Application Request	5
Burn Permits	4
Plans Accepted/Routed	81
Special Projects	-
Scanning Documents/Electronic Files	46
Meetings: Admin/Prevention/Admin Shift	2
Post Office Runs	-
Deposit Runs/Preparations	4
<b>TOTAL</b>	<b>4,818</b>

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



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

Year	Total
2016	450,437
2017	1,793,936
2018	3,128,964
2019	2,519,545
2020	336,899
2021	159,331

**2020 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						

**Comparison 2019/2020/2021 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						

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# STAFF REPORT

No. 22-01

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**TO:** BOARD OF DIRECTORS  
FRED COX, FIRE CHIEF

**FROM:** COLE THOMPSON, FIRE CAPTAIN

**SUBJECT:** ACCEPTANCE OF GRANT

**DATE:** JULY 2, 2021



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## CURRENT SITUATION

The Rancho Santa Fe Fire Protection District (RSFFPD) submitted a grant application to the Office of Traffic Safety (OTS) Regional Crash Response and Extrication Improvement Program on January 29<sup>th</sup>, 2021 for the amount of \$15,181.83 to utilize in the purchasing of vehicle extrication and stabilization equipment. On June 30<sup>th</sup>, 2021, a tentative approval email was received from the OTS for a projected implementation date in the beginning of October. The district currently equips engine companies with vehicle extrication and stabilization equipment, more specifically rescue airbags, rescue struts and Stihl rescue saws. Since the augmentation of the areas of Harmony Grove and Elfin Forest, said equipment was only available for response from RSF Station 4. In an effort to reduce the amount of time for such equipment to arrive “on scene”, it was deemed necessary to acquire these items for placement on Engines 265 and 266. Through a competitive process, the district received a tentative approval of our application through the OTS for the purchase of the rescue equipment with the intent to start the grant on the 1<sup>st</sup> of October.

Description	QTY.	Tentative Grant Amount	Total Cost
1 complete set of rescue struts, rescue airbags and rescue saw	1	\$15,181.83	\$15,181.83 (based on previous quote)

## RECOMMENDATION

The recommendation is for the Board to approve the acceptance of the Office of Traffic Safety Grant in the amount of \$15,181.83, and upon receipt, authorize purchase of the aforementioned auto extrication and stabilization equipment.

## **RESOLUTION No. 2122-01**

A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Honoring David William Livingstone  
Retiring Battalion Chief

**WHEREAS**, David W. Livingstone began his service with Rancho Santa Fe Fire Protection District on April, 27, 1990; and will retire from the District on July 31, 2021; and

**WHEREAS**, David W. Livingstone has been an invaluable employee of the District for 31 years promoting through the ranks of Firefighter, Engineer, Captain, and Battalion Chief; and

**WHEREAS**, David W. Livingstone 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**, Battalion Chief Livingstone distinguished himself by responding to several large scale disasters helping protecting the citizens of the District, the County of Diego, and State of California, most notably being the Paint Mountain Fire, Cedar Fire, Witch Creek Fire, Bernardo Fire, Paradise Fire, as well as responding to numerous other large fires within the State of California; and

**WHEREAS**, during his career with the District, he has served as a Rancho Santa Fe Firefighter's Association member since the beginning of his career and demonstrated strong leadership abilities serving several years as president of Rancho Santa Fe Professional Firefighters, Local 4339; and

**WHEREAS**, Battalion Chief Livingstone has been an invaluable member to the District being actively involved in helping the District achieve its mission by serving on the Apparatus Committee, Rescue Committee, Operations Committee, as well as being instrumental in the development of the Fleet Maintenance program; and most notably with deep knowledge and aptitude related to labor/management matters, his ability to communicate multiple opinions and complicated solutions so that parties, on both sides, could understand diverse situations and then help to develop acceptable solutions for all; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors hereby expresses its gratitude to Battalion Chief David W. Livingstone for his 31 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 David Livingstone a well-deserved, most satisfying and rewarding retirement.

**FURTHER RESOLVED**, that a copy of this resolution be presented to as a token of our respect and appreciation.

Adopted this the \_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_

Jim Ashcraft, Board President

Attest:

\_\_\_\_\_

Alicea Caccavo

Board Clerk

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# STAFF REPORT

NO. 22-02

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**TO:** BOARD OF DIRECTORS  
**FROM:** FRED COX, FIRE CHIEF  
**SUBJECT:** ACCEPTANCE OF DONATION  
**DATE:** JULY 01, 2021

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## RECOMMENDATION

Staff recommends acceptance of a \$1,000 donation from the Rancho Santa Fe Fire Foundation for the purchase of UVC air disinfecting units.

## BACKGROUND

A local electrical engineer has designed, constructed, and conducted laboratory testing for a small UVC air filtration unit. Through the fire foundation, these units were offered to the District at a discounted price in return for help with product evaluation. A total of (10) ten units will be purchased and distributed to RSF facilities.

District personnel wish to thank the members of the fire foundation for their generous support.