



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

June 24, 2014
Special Meeting *(in lieu of the regular meeting of June 11, 2014)*
1:00 pm PDT

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 the Administrative Officer 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.

Pledge of Allegiance

1. Roll Call
2. Public Comment
3. Motion waiving reading in full of all Resolutions/Ordinances

All items listed on the Consent Calendar is 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.

4. Consent Calendar

a. Board of Directors Minutes

- i) Board of Directors minutes of June 4, 2014

ACTION REQUESTED: **Approve**

b. Receive and File

- i) Monthly/Quarterly Reports – ACTION REQUESTED: **Information**

- 1) List of Demands Check 25076 thru 25160 for the period May 1 – 31, 2014 totaling:

\$ 371,962.21

Payroll for the period May 1 – 31, 2014

\$ 613,346.68

TOTAL DISTRIBUTION

\$ 985,308.89

- 2) Activity Reports –May 2014

- Operations
- Training
- Fire Prevention

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a meeting, please contact the Secretary at 858-756-5971. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

- 3) District Articles
- 4) Correspondence - letters/cards were received from the following members of the public:
 - Burn Institute
 - Lofthouse
 - Carlis
 - Moventette-Trafton
 - Cielo Residents/HOA
 - Mertz
 - Photos of thank you notes received
5. Public Hearing
 - a. Ordinance No. 2014-01
Ordinance No. 2014-02 *entitled* An Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Pertaining to Nuisance Fire and Medical Alarms.
ACTION REQUESTED: A call for public comment (oral or written)
6. Old Business
 - a. None
7. Resolution/Ordinance
 - a. Resolution No. 2014-06
To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Salary and Benefits for the Emergency Medical Services Coordinator Position
ACTION REQUESTED: Adopt
 - b. Ordinance 2014-02
To discuss and/or adopt Ordinance No. 2014-02 *entitled* An Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Pertaining to Nuisance Fire and Medical Alarms.
ACTION REQUESTED: Adopt
8. New Business
 - a. Hazard Abatement – Sole Source Contractor
To discuss and/or select a sole source contractor for forced abatement of property in violation of the District’s ordinances.
ACTION REQUESTED: Select sole source contractor and authorize the Fire Chief (or designee) to execute all service agreements
 - b. Board Meeting Schedule
To review, confirm, modify or cancel any of the following meeting dates for the regular Board of Directors meeting:
 1. July 9, 2014
 2. August 13, 2014
 3. September 10, 2014
ACTION REQUESTED: Reschedule, if necessary
 - c. Preliminary Budget FY15
To discuss and/or approve the preliminary budget for the next fiscal year, and schedule a public hearing for final adoption.
ACTION REQUESTED: Adopt and set public hearing

9. Oral Report

- a. Fire Chief – Michel
 - i) CSA 107 Elfin Forest/Harmony Grove - Update
 - ii) District Activities
- b. Operations – Deputy Chief
 - i) Bernardo Fire - Overview
- c. Training – Battalion Chief
- d. Fire Prevention – Deputy Fire Marshal
- e. Administrative Manager
- f. Board of Directors
 - i) North County Dispatch JPA – Update
 - ii) County Service Area – 17 – Update
 - iii) Comments

10. Adjournment

The next regular Board of Directors meeting to be held July 9, 2014 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 Special Meeting Agenda
Wednesday, June 24, 2014 1:00 pm PT

CERTIFICATION OF POSTING

I certify that on June 19, 2014 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 June 19, 2014

Karlena Rannals
Board Clerk



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
MINUTES – June 4, 2014**

(This meeting was in lieu of the regular meeting of May 14, 2014)

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

Chief Tony Michel led the assembly in the *Pledge of Allegiance*.

1. Roll Call

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

Directors Absent: None

Staff Present: Tony Michel, Fire Chief; Mike Gibbs, Deputy Chief; Bret Davidson, Battalion Chief; Chris Galindo, Battalion Chief; and Karlena Rannals, Board Clerk

2. Public Comment

Mike Calhoun, Deputy Chief, Elfin Forest/Harmony Grove Volunteer Fire Department read a letter of appreciation to the Chiefs and staff of the fire district to thank them for the assistance and expertise given to them during the Cocos fire.

Jim Depolo, Vice President, Elfin Forest/Harmony Grove Volunteer Fire Department Board of Directors also extended their appreciation to district staff on behalf of the Board of Directors. He also conveyed their appreciation for the relationship between the two organizations, both board and staff.

3. Motion waiving reading in full of all Resolutions/Ordinances

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, APPROVED on the following roll call vote to waive reading in full of all resolutions/ordinances:

AYES: Ashcraft, Hillgren, Malin, Stine, Tanner

NOES: None

ABSENT: None

ABSTAIN: None

4. Consent Calendar

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, APPROVED on the following roll call vote to approve the Consent Calendar as submitted:

AYES: Ashcraft, Hillgren, Malin, Stine, Tanner

NOES: None

ABSENT: None

ABSTAIN: None

a. Board of Directors Minutes

i) Board of Directors minutes of April 9, 2014

b. Receive and File

i) Monthly/Quarterly Reports

(1) List of Demands

Check 24976 thru 25075 the period April 1 – 30, 2014 totaling:	\$ 425,527.11
Payroll for the period April 1– 30, 2014	<u>\$ 441,635.27</u>
TOTAL DISTRIBUTION	\$ 867,162.38

(2) Budget Review – July 1, 2013 – March 31, 2014

(3) Statement of Cash Assets – March 31, 2014

(4) Activity Reports – April 2014

- Operations
- Training
- Fire Prevention
- List of Demands

(5) District Articles

(6) Correspondence

- None

c. Other

- i) Acceptance of Donation – the board accepted a \$1,000 donation from the *Frazar Family Trust* that was asked to be used to offset expenses for the employee recognition dinner held in May 2, 2014. The board also accepted \$1,750 in gift cards from grateful citizens and Bret’s Barbeque because of the efforts of district personnel at the fires in San Diego County May 2014.
- ii) AMR Affiliation Agreement – the board agreed to enter a formal affiliation agreement with American Medical Response (“AMR”) and authorize the Fire Chief to sign the agreement to continue to co-staff the training CSA ambulance.

5. Old Business

a. None

6. New Business

a. LAFCO Application Process for Reorganization

- i) A presentation was given by Michael Ott, Executive Director and John Traylor, Local Government Consultant from LAFCO to review the application requirements and process for a potential reorganization with CSA-107.

Mr. Ott explained in detail the requirements to reorganize, which in his professional opinion was the best option for both government entities. He informed the board members that the fire district could initiate the reorganization on behalf of CSA-107 under Government Code 56375. If the district did submit an application apply under this section, LAFCO has full discretionary approval. He also reviewed the process should enough property owners protest to a reorganization that could trigger an election. He informed the board that LAFCO staff cannot complete the application, but they can

offer assistance. Because fire protection is a priority within LAFCO, the fee associated with this reorganization was reduced to zero. He noted that the expected timeframe should the district decide to move forward is four to six months and John Traylor would be assigned as the consultant to assist in the process. LAFCO representatives and district staff responded to questions from the board.

- ii) Chief Michel stated the second part of the discussion is to get direction or authorization to begin the application process. There are opportunities to withdraw the application, such as if the district is not successful in securing the necessary funding to reorganize.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize the Fire Chief to begin the LAFCO application process to reorganize with CSA-107, including the authority to execute all documents required.

b. Article XIII B California Constitution Appropriation Limit

Ms. Rannals summarized the staff report provided. She recommended that the Board of Directors select the following formula to calculate the District's new appropriation limit for the 2014/2015 fiscal year:

Change in California per capital personal income (-.23%) for the Cost of Living Factor, and
Change in population within the unincorporated area of San Diego County (1.23%).

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept staff's recommendation for calculation of the District's appropriations limit.

c. Budget Authorization

Chief Gibbs summarized the staff report. He reported that the district has received grant money to purchase many of the P25 compliant radios, which the district has been replacing over the last ten years so that we can meet the federal communication standard. During the budget discussions between staff members, we have determined that the district will have excess revenue in the current fiscal year. Staff recommends completing the purchase this year, approximately \$44,000 and this allows the district to eliminate the \$125,000 reserve account for the project. Staff responded to questions from the board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize the purchase of seven (7) VHF Mobile Radios - \$18,000.00, five (5) 700/800 MHz Mobile Radios - \$26,000.00, and eliminate the designated reserve account P-25 Compliant Radio (\$125,000).

d. Budget Authorization

Chief Michel summarized the staff report. Again, during the budget discussions between staff members, we have determined that the district will have excess revenue in the current fiscal year. Staff recommends the board authorize the expense to rewire and cable the classrooms to upgrade the audio visual at two of the District's location 4S Ranch (RSF2) and Rancho Cielo (RSF4). The upgrade would

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include an update to the wiring, tele-video conference and audio-visual equipment, and internet capabilities. The cost is estimated to be \$19,000. Staff responded to questions from the board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize expenditure of \$19,000 to rewire and cable the classrooms to upgrade the audio visual at the 4S Ranch (RSF2) and Rancho Cielo (RSF4) locations.

e. Fixed Charge Special Assessment for Weed Abatement

Chief Michel summarized the staff report provided. He reported that this year, the majority of property owners who received notices willingly complied within the time allowed. This year, the district has three parcels that were non-compliant property owner(s) 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. He 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, 2014 that include the following parcels:

Parcel No. 265-380-25
Parcel No. 267-164-06; and
Parcel No. 266-350-10.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to 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, 2014.

f. Board Meeting Schedule – June 11, 2014

Staff requested the board members consider rescheduling the June 11 meeting due to the timing of the rescheduled May 14, 2014 meeting. After review of the calendar, it was agreed to reschedule the following regular meeting:

Regular Meeting Date – 2014	Rescheduled Meeting Date – 2014
June 11	June 24

Note: all meeting times begin at 1pm.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to move and calendar the June 2014 meeting as agreed.

7. Resolution/Ordinance

a. Resolution No. 2014-03

Ms. Rannals informed the Board that this resolution required by the County of San Diego must be renewed annually. If adopted, the special tax will continue at \$10.00 per benefit unit for FY15.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and ADOPTED Resolution No. 2014-03 entitled a *Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing the Benefit Charges for fiscal year 2014/2015* on the following roll call vote:

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

b. Resolution No. 2014-04

Ms. Rannals informed the Board that this resolution required by the State of California reflects the Board's action of selecting the formula to calculate the District's appropriations limit.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and ADOPTED Resolution No. 2014-04 entitled a *Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Determining the 2014/2015 Appropriations of Tax Proceeds* on the following roll call vote:

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

c. Resolution No. 2014-05

Chief Michel summarized the staff report provided. He informed the Board that the firefighters association initiated this request and they recommended Nationwide as an optional company to the employees for their voluntarily contributions. He recommended the board adopt the resolution and authorize the Administrative Manager and/or the Fire Chief to execute all agreements and contract as are necessary to implement the program. Staff responded to questions from the board.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and ADOPTED Resolution No. 2014-05 entitled a *Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District FOR Nationwide Retirement Solutions ("Nationwide") Deferred Compensation Program*, and authorize the Administrative Manager and/or Fire Chief to execute all documents associated with the program on the following roll call vote:

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

President Ashcraft informed the public that the district had a time certain appointment with legal counsel and it was necessary to move to "closed session".

9. Closed Session

Pursuant to section 54957, the board met in closed session from 2:40 – 3:00 pm to discuss the following:

- a. Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: *one (1) case*
All board and staff members listed attended the closed session. Legal Counsel for the district, Stephen Fitch, participated via conference call.

Upon reconvening to open session, President Ashcraft reported that the Board of Directors discussed the matter listed and took no action.

President Ashcraft informed the public that the board would finish the remainder of the agenda and complete the remaining closed session subject at the end of the meeting.

7. Resolution/Ordinance

d. Ordinance 2014-02

Chief Michel informed the board that this is the second reading and there were no modifications to the ordinance since its introduction. He recommended that the board proceed to schedule a public hearing and final adoption, which is the next step of the ordinance adoption process.

President Ashcraft requested the Board Clerk schedule the public hearing and final adoption for June 24, 2014 and notice the hearing pursuant to all applicable codes.

8. Oral Report

a. Fire Chief – Michel

- i) CSA 107 – Elfin Forest/Harmony Grove – Update: he informed the board that he had spoken with a representative from the County Fire Authority who has received approval to pursue negotiations with the fire district. He also met with the developer about the construction of the fire station. He believes that when the district starts the LAFCO process it will demonstrate the seriousness of our interest to reorganize with CSA-107. He also continues to meet with Chief Twohy. He requested through the Chief, that the leaders of Elfin Forest become more assertive in their vegetation management and weed abatement efforts.

ii) District Activities:

- Employee Recognition Dinner – May 2, 2014: the well-attended event was good and he expressed his appreciation to all involved in coordinating the dinner.
- May 2014 Fires: he plans for a formal presentation at the next board meeting on the fires in north San Diego County. He noted that the estimated cost of the Bernardo Fire is at 2.8 million.

b. Operations – Deputy Chief

Chief Gibbs summarized the report noting the calls for April 2014 increased approximately 2%. The fuel moisture is down below 60%, which are normally experienced in September/October.

c. Training – Battalion Chief

Chief Davidson summarized the training activity for April. It included:

- i) Hose lays
- ii) County Wildland Drill, hosted at Barona
- iii) 234 Class
- iv) Wellness
- v) EMS

d. Fire Prevention – Deputy Fire Marshal

Chief Michel summarized the activity for the previous month. He reported that submissions for plan review have increased. Interviews for the summer intern for the *Shelter in Place* communities are planned. Also, because of the May fires, they are pushing information out to the community about defensible space.

e. Administrative Manager

- i) She informed the board about the candidate filing period (July 17 – August 15) for the November general election. Nomination papers may be obtained at the Registrar of Voters or through her office on or after July 17.

f. Board of Directors

- i) North County Dispatch JPA – Update: Ashcraft – Chief Michel provided the report on the meeting held May 22, 2014. The primary action taken was:

- Approved FY15 budget
- Approved Memorandum of Understanding for Dispatcher bargaining unit
- Approved Salary and Benefit Resolution for Unrepresented Employees
- Approved Amendment to Administrator's employment contract
- Approved a one-time stipend for the Administrator

- ii) County Service Area – 17 – Update: Director Hillgren provided the following report on the meeting held May 6, 2014:

- Chief Gibbs provided a presentation on the history of the EMS Coordinator position and the advisory council approved a salary adjustment
- Revenue has increased and the collection rate is 75%
- A Sidewalk CPR event is planned for June 5
- AMR is meeting their response times 90% of the time

iii) Comments

- Malin: 1) spoke about a report from the Legislative Analyst Office on property tax reductions; 2) CalPERS rate increases for small employers
- Stine: he expressed his appreciation for the efforts of all personnel who worked the May fires. He conveyed how proud he was to be a part of the organization
- Tanner: he attended the Rotary meeting that the fire district gave a presentation on the May fires. He was also impressed with the fire camp that is established at a large incident.
- Hillgren: she has an acquaintance who expressed to her how kind our employees were on a recent medical aid response that she experienced.

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- Ashcraft: he encouraged all board members to sign up for the reverse 9-1-1 through SD Alert.

9. Closed Session

Pursuant to section 54957, the board met in closed session from 4:30 – 5:02 pm to discuss the following:

- b. 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 Chief Michel

Unrepresented Employee(s): Fire Chief; Fire Marshal; Battalion Chief (3); Administrative Manager

Unrepresented Employee: EMS Coordinator

Under Negotiation: A successor Compensation Resolution

All board members listed and Chief Michel attended the closed session.

Upon reconvening to open session, President Ashcraft reported that the Board of Directors discussed the matter listed and provided direction.

9. Adjournment

Meeting adjourned at 5:04 pm.

Karlana Rannals
Secretary

James H Ashcraft
President

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
25076	\$9.99	4S Ranch Gasoline & Carwash LP	Car Wash
25077	\$167.00	A to Z Plumbing Inc	Building RSF1
25078	\$40.00	AAA Live Scan	CERT Program
25079	\$1,304.34	AT&T Calnet 2	Telephone RSF2/3/4
25080	\$858.00	C.A.P.F.	Disability/Life Insurance
25081	\$31.87	Daniels Tire Service Inc	Scheduled - ID 0382
25082	\$664.29	Engineered Mechanical Services Inc	Building RSF2
25083	\$259.20	Fire ETC Inc	Safety Clothing (Protective)
25084	\$750.00	Fritchle, Nathan	Miscellaneous Reimbursable
25085	\$1,835.50	Liebert Cassidy Whitmore	Legal Services
25086	\$4,309.01	Motorola Solutions Inc	2014 Ford Utility Vehicle (B)
25087	\$30,000.00	Rancho Santa Fe Fire Protection District	Interfund Transfer to B of A (Workers' Comp Account)
25088	\$2,000.00	RSF Community Services Distric	Sewer RSF1/4/ADMIN & NCDJPA
25089	\$600.00	Smith, Grant	Education/Training Reimbursement
25090	\$2,222.47	SoCo Group Inc	Gasoline & Diesel Fuel
25091	\$59.00	Terminix International	Building RSF2
25092	\$1,445.04	ThyssenKrupp Elevator Inc	Elevator Service & NCDJPA
25093	\$12.30	U P S	Shipping Service
25094	\$18,034.46	U S Bank Corporate Payment System	Cal-Card./IMPAC program
25095	\$873.67	Uniforms Plus	Uniform - Safety Personnel, Prevention & Boots Safety
25096	\$701.80	Verizon Wireless	Telephone - Cellular
25097	\$6.99	4S Ranch Gasoline & Carwash LP	Car Wash
25098	\$354.00	Accme Janitorial Service Inc	Building ADMIN
25099	\$297.58	AT&T Calnet 2	Telephone RSF1/3/ADMIN & NCDJPA
25100	\$140,084.68	CalPERS	PERS (Employer Paid)
25101	\$314.11	Complete Office of California Inc	Office Supplies
25102	\$2,693.50	County of SD/RCS	CAP Code Paging Service-Monthly Service
25102	\$2,693.50	County of SD/RCS	800 MHz Network Admin Fees
25103	\$366.45	Ed Reamer's Refrigeration	Building RSF1
25104	\$1,458.00	Fire ETC Inc	Fire Hose, Nozzles & Supply
25105	\$909.20	Goodyear Tire & Rubber Company	Tires & Tubes
25106	\$230.00	Kratz Truck & Tire - Mobile	Tires & Tubes
25107	\$217.00	Lorenzo, Paul	CSA-17 Contract Reimbursement

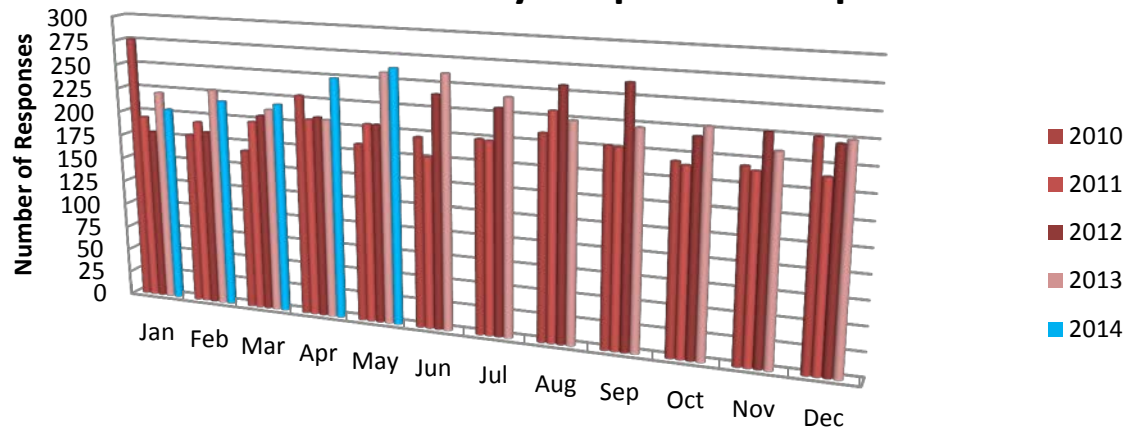
25108	\$2,880.00	McParlane & Associates, Inc.	Consulting Services - Mechanical Engineer for RSF1
25109	\$35.00	Metro Fire & Safety Inc	Extinguishers - Service & Purchase
25111	\$43.70	Napa Auto Parts Inc	Apparatus Parts & Supplies
25112	\$6,912.54	North County EVS Inc	Scheduled - ID 0311, Repair - ID 0311, Repair - ID 0561, Scheduled - ID 0561 & Repair - ID 9511
25113	\$1,228.97	Olivenhain Municipal Water District	Water RSF2/3/4
25114	\$700.00	Santa Fe Irrigation District	NCDJPA Parking
25115	\$48.00	SDCPA / 911 Responder	CSA-17 Contract
25116	\$195.00	Skyriders Window Cleaning Inc	Building ADMIN
25117	\$1,302.90	SoCo Group Inc	Gasoline & Diesel Fuel
25118	\$2,370.00	Symphony Asset Pool XVII LLC	Cielo HOA Fees
25119	\$15.47	Transamerican Mailing & Fulfillment Inc	Postage
25120	\$12.30	U P S	Shipping Service
25121	\$157.66	United Imaging	Office Supplies
25122	\$1,320.51	Waste Management Inc	Trash RSF1/2/3/NCDJPA & RSF Assn - Patrol
25123	\$5,500.00	WinTech Computer Services	Consulting Services
25124	\$4,378.07	Advanced Communications Systems Inc	2014 Ford Utility Vehicles (A) & (B)
25125	\$329.74	AT&T Calnet 2	Telephone RSF1/2/4/ADMIN & NCDJPA
25126	\$292.00	Cnty of San Diego DEH	Permits - County/City
25128	\$1,021.48	Fitch Law Firm Inc	Legal Services
25129	\$1,489.32	Fitness Warehouse USA & SD Fitness Repair	Fitness Equipment
25130	\$866.70	Home Depot, Inc	Station Maintenance - RSF-1/2/3, Apparatus Tool/Equipment Replacement, Propane (Cooking), Tool Repair or Replacement, Office Supplies, Hydrant Maintenance, Miscellaneous Reimbursable & Miscellaneous
25131	\$4,737.00	Jauregui & Culver Inc	Refuel Facility Repair & Miscellaneous Reimbursable
25132	\$540.00	San Diego County EMS	CSA-17 Contract
25133	\$7,813.30	San Diego Gas & Electric	Elec/Gas/Propane RSF1/2/3/4/ADMIN
25134	\$4,311.52	SoCo Group Inc	Gasoline & Diesel Fuel
25135	\$64.00	State of CA Dept of Justice	Background Investigation
25136	\$457.56	TelePacific Communications	Telephone ADMIN
25137	\$12.30	U P S	Shipping Service
25138	\$6.99	4S Ranch Gasoline & Carwash LP	Car Wash
25139	\$2,167.97	Advanced Communications Systems Inc	Radio Equipment Replacement
25140	\$210.48	AT&T	Telephone RSF1/2/3/ADMIN

Rancho Santa Fe Fire Protection District

List of Demands ~ May 2014

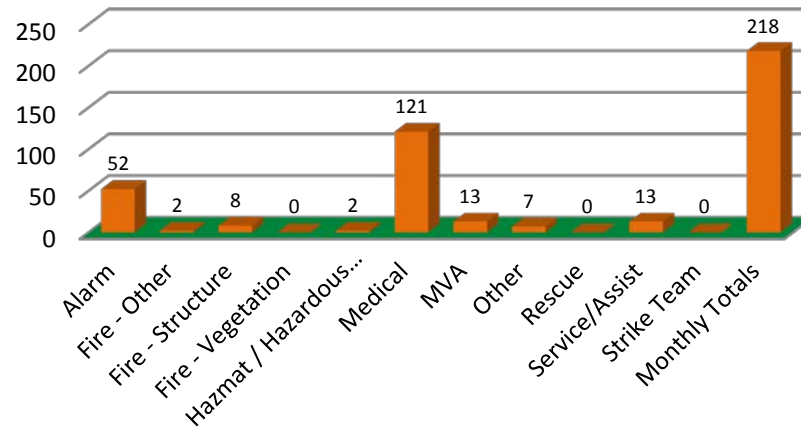
25141	\$560.25	Blend	Outside Printing & Binding
25142	\$602.80	Competitive Lighting Maintenance Inc	Building RSF2
25143	\$54.09	Complete Office of California Inc	Office Supplies
25144	\$61.99	Cox Communications	Telephone RSF3
25145	\$219.47	Cutters Edge Inc	Fleet Equip Maintenance/Repair-Port Gen/
25146	\$157.64	Daniels Tire Service Inc	Scheduled - ID 1282
25147	\$1,695.07	Direct Energy Business - Dallas	Elec/Gas/Propane RSF1
25148	\$2,021.24	Fire ETC Inc	Fire Hose, Nozzles & Supply, Safety Equipment, & Fleet Vehicles-Initial Apparatus Equip I
25149	\$3,553.66	Guardian Life Insurance Co	Medical Insurance
25150	\$54,435.88	Health Net	Medical Insurance
25151	\$15,824.97	Kaiser Permanente	Medical Insurance
25152	\$10,748.16	L N Curtis & Sons Inc	Fire Hose, Nozzles & Supply
25153	\$140.00	NCB Sales & Service of Restaurant Equip	Repair Machines & Office Equipment
25154	\$554.00	SimplexGrinnell LP	Building RSF4
25155	\$8,984.10	SoCo Group Inc	Gasoline & Diesel Fuel
25157	\$590.96	The Lincoln National Life Ins Co	Disability/Life Insurance
25158	\$81.58	Time Warner Cable	Cable Service - Admin
25159	\$52.82	U P S	Shipping Service
25160	\$813.34	Uniforms Plus	Uniform - Safety Personnel
EFT57	\$847.06	Rannals, Karlana	Awards/Proclamations & Office Supplies Reimbursement
EFT60	\$73.96	Caccavo, Alicea I.	Station Maintenance Admin-10 & Food for Major Emergencies Reimbursement
EFT61	\$94.87	Bussey, Dina M.	Food for Major Emergencies Reimbursement
EFT62	\$200.00	Moscato, Joseph D.	Education/Training Reimbursement
Various	\$2,370.87	Medical Reimbursements	Various
subtotal	\$371,962.21		
15-May-14	296,281.10	Payroll	RSFFPD
31-May-14	317,065.58	Payroll	RSFFPD
subtotal	613,346.68		
Grand	\$985,308.89		

Five Year Monthly Response Comparison

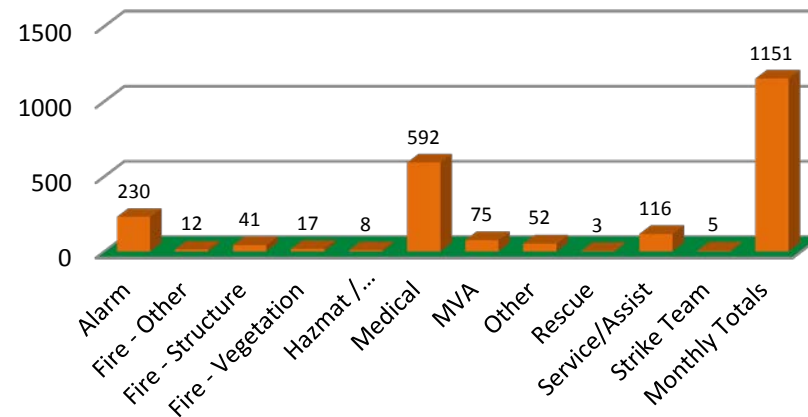


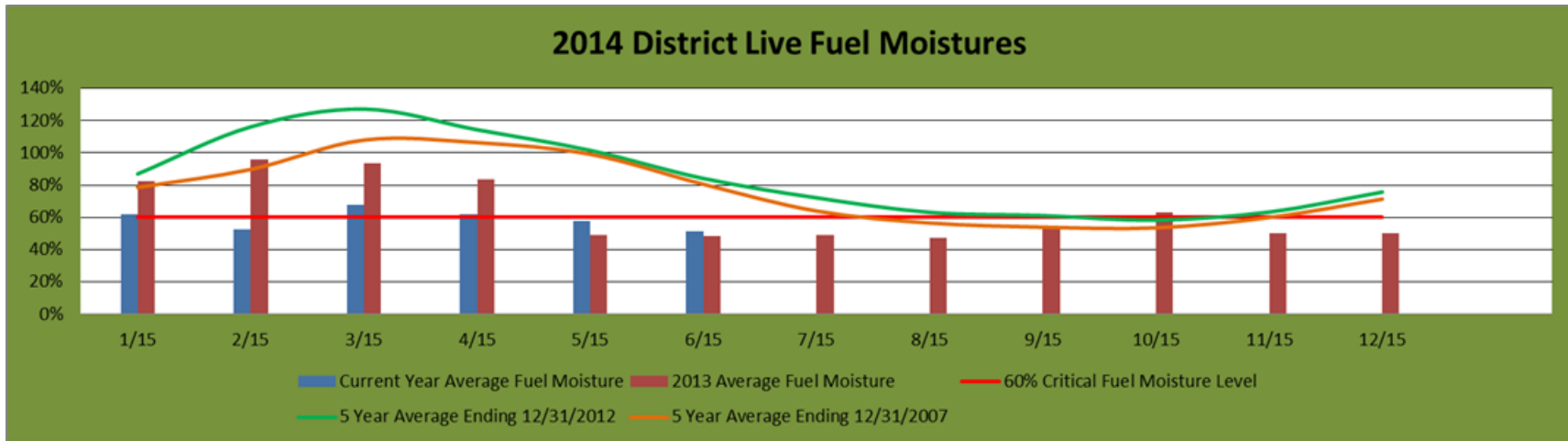
2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	204	217	218	249	263								1,151
YTD	204	421	639	888	1,151								2%
2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	221	228	212	206	258	261	242	224	222	228	210	225	2,737
YTD	221	449	661	867	1,125	1,386	1,628	1,852	2,074	2,302	2,512	2,737	4%
2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	179	183	205	208	205	240	231	257	264	218	227	221	2,638
YTD	179	362	567	775	980	1,220	1,451	1,708	1,972	2,190	2,417	2,638	11.12%
2011	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	194	193	198	205	205	177	198	232	202	190	190	190	2,374
YTD	194	387	585	790	995	1,172	1,370	1,602	1,804	1,994	2,184	2,374	-3%
2010	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	276	179	167	229	184	196	199	210	203	193	194	226	2,456
YTD	276	455	622	851	1,035	1,231	1,430	1,640	1,843	2,036	2,230	2,456	4.7%

Call Volume By Incident Type May
2014



Call Volume By Incident Type YTD 2014





Significant Incidents/Overhead Assignments

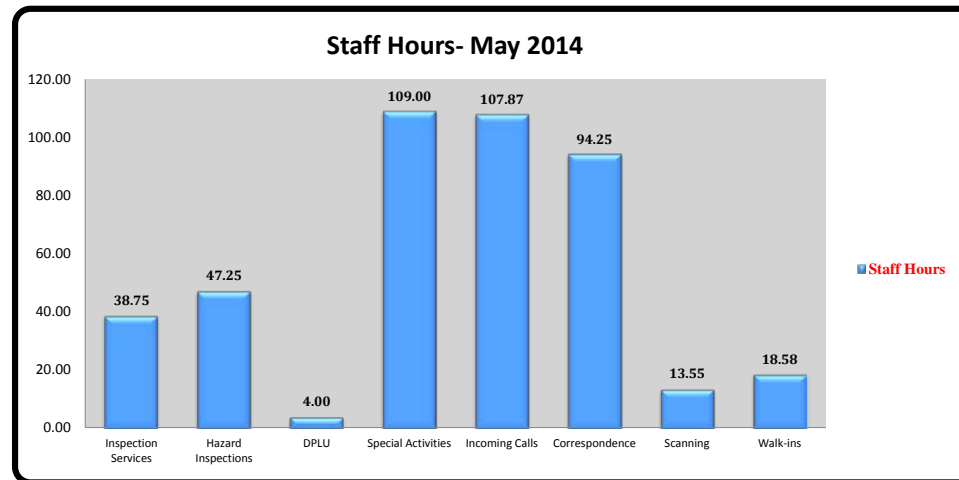
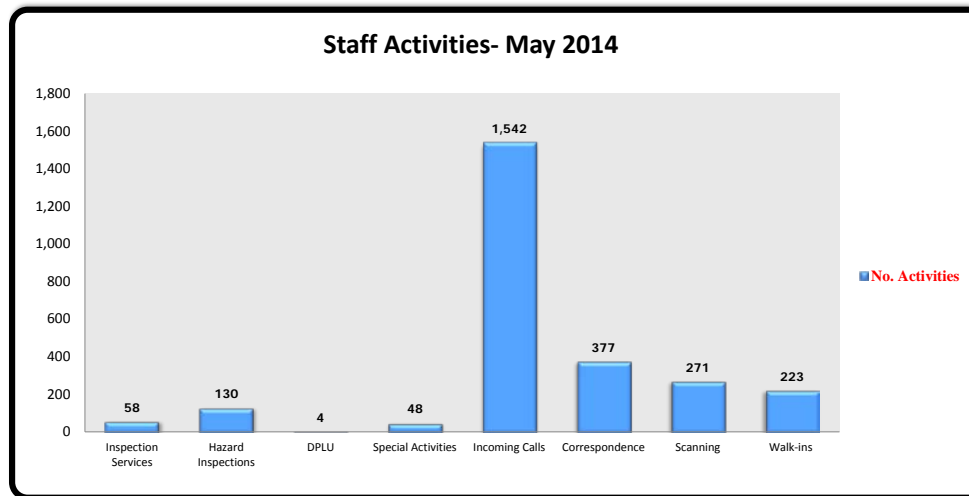
DATE	Incident/ Location	TYPE	UNIT/PERSON	DOLLAR LOSS
May 13	"Bernardo" Fire - Four S Ranch	Vegetation Fire	RSF 1 st Alarm	
May 14	"Cocos" Fire – Harmony Grove/San Marcos	Vegetation Fire	RSF T/F 6411	
May 14	"Poinsettia" Fire – Carlsbad	Vegetation Fire	BR2661, E2611 & E2633	

May 2014

May 2014							June 2014						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	1	2	3	1	2	3	4	5	6	7
11	12	13	14	8	9	10	8	9	10	11	12	13	14
18	19	20	21	15	16	17	15	16	17	18	19	20	21
25	26	27	28	22	23	24	22	23	24	25	26	27	28
				29	30	31	29	30					

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Apr 27 - May 3	Apr 27	28	29	30	May 1	2	3
					9:00am 11:30am EMS CE (Pacing/CPAP/IO/ 9:00am 10:00am New G 1:30pm 4:30pm EMS CE 1:30pm 3:30pm Eng Co 3:30pm 5:30pm Eng Pu	A Shift 8:00am 12:00pm Review of New Gas Detectors (At your Station) - Activity Calendar	C Shift 9:00am 4:00pm E2411 (RSF2) - Troy D. Elliott 9:00am 12:00pm E2612 Eng Pumping (RSF2)
May 4 - 10	4	5	6	7	8	9	10
	A Shift 8:00am 5:00pm District VHF Radio Reprogramming (TB 8:00am 5:00pm E2612 Engineer Pumping (8:00am 5:00pm Pre Plans and Building Fa 9:00am 12:00pm New Gas Detectors Trainin 1:30pm 4:30pm Wellness	9:00am 11:30am EMS CE (Pacing/CPAP/IO/ 12:00pm 1:00pm FPW Pizza Party (Horizon 1:30pm 4:30pm EMS CE (Pacing/CPAP/IO/Ne	9:00am 11:30am EMS CE (Pacing/CPAP/IO/ 12:30pm 5:30pm Wellness 1:30pm 4:30pm EMS CE (Pacing/CPAP/IO/Ne	8:00am 1:00pm Radio Install Completion - 9:00am 12:00pm Pre Plans and Building Fa 1:00pm 4:30pm Wellness	8:00am 5:00pm Pre Plans and Building Fa 8:00am 12:00pm New Gas Monitors (Your s 8:30am 5:00pm E2632 to Palomar Academy	9:00am 4:00pm E2411 (RSF2) - Troy D. Elliot 9:00am 12:00pm Fire Simulations - Comm 1:30pm 4:00pm E2612 (RSF2) - Troy D. Elliot
May 11 - 17	11	12	13	14	15	16	17
	8:00am 8:30am Hose Lays (RSF Sta 2 Tower)	C Shift 10:00am 11:00am Station Tour (Station 12:30pm 5:00pm Wellness	B Shift 9:00am 12:00pm Active Shooter Scripps ENC 4:30pm 5:30pm Station Tour (Station 2) - Juli	C Shift 9:00am 1:00pm EMS section meeting 1:00pm 5:00pm Wellness	8:00am 5:00pm Pre Plans and Building Fa 8:30am 11:30am LifePack Service (Sta 8:30am 10:30am Depart 12:30pm 5:00pm Welln	8:00am 8:30am Hose Lays (RSF Sta 2 Towe 8:30am 11:30am LifePack Service (Sta 3:00pm 4:00pm Station Tour (Station 3) - Juli	9:00am 12:00pm Fire Simulations - Commercial Mix Use (RSF Sta 1)
May 18 - 24	18	19	20	21	22	23	24
	B Shift 1:00pm 4:00pm Water Safety Day (Noonan Family Swim School) - Julie E. Taber	9:00am 12:00pm HAZMAT (CBD Safety Center) 1:30pm 4:30pm HAZMAT (CBD Safet	9:00am 12:00pm HAZMAT (CBD Safety Center) 1:30pm 4:30pm HAZMAT (CBD Safet	9:00am 12:00pm HAZMAT (CBD Safety Center) 1:30pm 4:30pm HAZMAT (CBD Safet	9:00am 12:00pm HAZMAT (CBD Safet 1:30pm 4:30pm HAZMAT (CBD Safet 1:30pm 3:30pm Active	C Shift 10:00am 12:00pm Captain Test Orientation (Sta 1) - Bret Davidson	9:00am 12:00pm Fire Simulations - Commercial Mix Use (RSF Sta 1)
May 25 - 31	25	26	27	28	29	30	31
	C Shift	A Shift 7:30am 12:30pm Flags at half-staff: Memorial Day (All St 8:00am 8:30am Hose Lays (RSF Sta 2 Towe	8:00am 9:00am Church of the Nativity Thank 9:00am 12:00pm HAZMAT (CBD Safet 9:00am 5:30pm Hose L 1:30pm 4:30pm HAZM	A Shift 8:45am 11:45am Captains Meeting (Rancho Santa Fe Sta 1:00pm 4:30pm Wellness	9:00am 12:00pm CAD Upgrade - MDC's Do 9:00am 12:00pm HAZMAT (CBD Safet 11:00am 1:00pm CPS Jo 1:30pm 4:30pm HAZM	A Shift 8:30am 12:00pm A Shift Live Burn (Training Tower) - Activity Calendar	B Shift 9:00am 2:00pm Carlsbad Community Appreciation Event (Carlsbad Safety Cen

Fire Prevention Monthly Staff Report May 2014



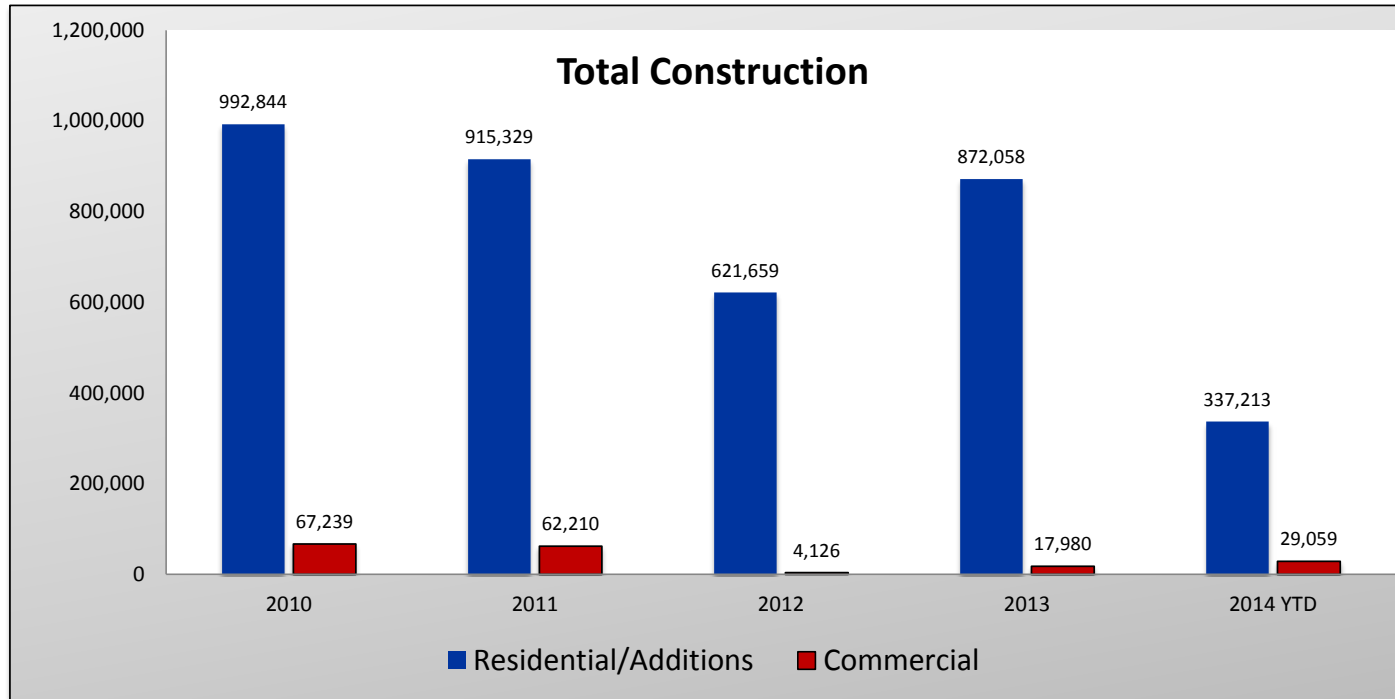
Comparison 2013/2014 Total Monthly Hours/Activities

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	1487	1658	2077	2150	2217	2677	2981	2772	2007	2375	1710	1503
Hours	241.40	230.15	385.33	329.17	347.97	388.33	736.1	516.18	434.48	446.22	283.17	253.95

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	1592	1662	1776	1958	2653							
Hours	269.25	325.08	334.35	334.05	433.25							

NOTE: This summary report is not intended to capture all staff hours worked but only to illustrate activity.

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau -Construction
May 2014



Year	Res/Add	Comm	Total
2010	992,844	67,239	1,060,083
2011	915,329	62,210	977,539
2012	621,659	4,126	625,785
2013	872,058	17,980	890,038
2013 YTD	303,010	1,620	304,630
2014 YTD	337,213	29,059	366,272

Comparison 2013/2014 Total Square Footage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2013	47,186	70,209	30,161	133,234	23,840	175,693	47,280	117,083	47,197	56,405	115,144	26,606
2014	66,782	12,561	52,601	77,293	157,035							

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
May 2014

PLAN REVIEW

RESIDENTIAL PLAN REVIEWS	Number of Structures	Sq Footage
Deputy Fire Marshal	23	118,547
Fire Inspector	3	8,136
Fire Inspector/Forester	0	0
TOTAL	26	126,683
RESIDENTIAL ADDITIONS	Original Sq Footage	Added Sq Footage
Deputy Fire Marshal	12,244	1,293
Fire Inspector	0	0
Fire Inspector/Forester	0	0
TOTAL	12,244	1,293
COMMERCIAL PLAN REVIEWS	Number of Structures	Sq Footage
Deputy Fire Marshal	3	29,059
Fire Inspector	0	0
Fire Inspector/Forester	0	0
TOTAL	3	29,059
TOTAL NEW CONSTRUCTION		Sq Footage
Based on permitted Sq footage	Total Added	157,035
FIRE SPRINKLER REVIEWS	Commercial	Residential
Deputy Fire Marshal	1	0
Fire Inspector	0	3
Fire Inspector/Forester	2	0
TOTAL	3	3
TENANT IMPROVEMENTS	Number of Structures	Sq Footage
Deputy Fire Marshal	2	2,323
Fire Inspector	0	0
Fire Inspector/Forester	0	0
TOTAL	2	2,323
LANDSCAPE REVIEWS	Number of Reviews	Staff Hours
Deputy Fire Marshal	0	0.00
Fire Inspector	2	1.00
Fire Inspector/Forester	37	14.50
TOTAL	39	15.50

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
May 2014

SERVICES PROVIDED- FIRE PREVENTION

DPLU -All Staff	Number	Staff Hours
Project Availability Forms	0	0.00
Use Permits	0	0.00
Zaps	0	0.00
Administrative Review	4	4.00
Habit Plans	0	0.00
Approval Letters	0	0.00
CWPP/FPP	0	0.00
TOTAL	4	4.00
INSPECTION SERVICES- All Staff	Number of Inspections	Staff Hours
Undergrounds	0	0.00
Hydros (Fire Sprinklers)	7	4.50
Finals (Structures)	37	26.50
Landscape	8	4.00
Reinspections	1	0.50
Tents/Canopy	2	1.50
Burn Permits	0	0.00
Department of Social Service Licensing	1	0.50
Knox/Strobe	1	0.75
Code Enforcement	0	0.00
Engine Company Follow Up	1	0.50
Misc.	0	0.00
TOTAL	58	38.75
HAZARD INSPECTIONS - All Staff	Number of Inspections	Staff Hours
Weed Abatement Inspection	93	33.50
Weed Abatement Reinspection	0	0.00
1st Notice	20	3.75
2nd Notice	0	0.00
Final Notice	0	0.00
Forced Abatement	0	0.00
Postings	0	0.00
Annual Mailers	0	0.00
Homeowner Meeting	17	10.00
WUI	0	0.00
TOTAL	130	47.25
GRADING -All Staff	Number of Inspections	Staff Hours
Plan Review	3	3.00
TOTAL	3	3.00

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
May 2014

ADMINISTRATIVE SERVICES- FIRE PREVENTION

SPECIAL ACTIVITIES/EDUCATION-All Staff	Number	Staff Hours
GIS Mapping	0	0.00
CalFire Crew Projects	0	0.00
Hazmat	2	4.00
Emergency Response/Support	8	44.00
Training Classes	1	9.00
Conferences	0	0.00
Meetings	34	45.00
Other	3	7.00
Supervision	0	0.00
Fuels Reduction	0	0.00
TOTAL	48	109.00
FIRE PREVENTION -All Staff	Number	Staff Hours
Incoming Phone Calls	1,542	107.87
Correspondence	377	94.25
Consultations	65	50.00
Plan Review	61	55.05
Scanning	271	13.55
General Office	56	70.00
TOTAL	2,372	390.72

ADMINISTRATIVE SERVICES- OFFICE SUPPORT

OFFICE COORDINATOR-PREVENTION	Number	Staff Hours
Phone Calls (All Administrative Staff) Internal & External	1,164	58.20
Correspondence	200	50.00
Walk in/Counter (All Administrative Staff)	223	18.58
Knox Application Request	3	0.25
UPS Outgoing Shipments	2	0.17
Plan Accepted/Routed	46	7.67
Special Projects	7	40.00
Scanning Documents/Electronic Files	271	13.55
Meetings: Admin/Prevention/Admin Shift	9	9.00
Post Office Runs	25	15.00
Deposit runs and preparations	4	4.00
TOTAL	1,954	216

Rancho Santa Fe Fire District
Public Education Coordinator - Monthly Report
May 2014

WEBSITE/INTERNET		Staff Hours
Update existing info & documents: <i>Updated home page, news, etc</i>		2.0
		2.0
Compile & write new information: <i>Fire Updates</i>		4.0
		4.0
Social Media <i>Facebook "Fans" - 478</i> <i>Twitter "Followers" - 1517</i>		12.0
		6.0
		6.0
TOTAL		18.0
PUBLICATIONS		Staff Hours
Design/write brochures, flyers, etc:		0.0
		0.0
TOTAL		0.0
MEDIA RELATIONS		Staff Hours
On-scene Public Information Officer:		47.0
Press Releases: <i>Camino San Bernardo Hazmat</i> <i>RSF Farms TC</i>		2.0
		1.0
		1.0
Other Articles/Stories/Interviews: <i>Fire follow-up interviews</i>		3.0
		3.0
TOTAL		52.0
EDUCATIONAL PROGRAMS/PRESENTATIONS		Staff Hours
Children's Programs <i>Station Tour - 1</i> <i>FPW Pizza Party</i>		4.0
		2.0
		2.0
Adult Programs:		0.0
		0.0
TOTAL		4.0

Rancho Santa Fe Fire District
Public Education Coordinator - Monthly Report
May 2014

EVENTS		Staff Hours
External/Community Events:		7.0
<i>CPR Day</i>		1.0
<i>Noon Family Swim Day</i>		2.0
<i>4S Ranch Street Fair</i>		4.0
Internal Events:		0.0
TOTAL		7.0
CONTINUING EDUCATION		Staff Hours
Training Classes:		8.0
<i>BLS Instructor Essentials</i>		2.0
<i>Online Car Seat Classes for CEUs</i>		6.0
Conferences:		0.0
Meetings:		7.0
<i>Staff meetings</i>		4.0
<i>Shift Meeting</i>		0.0
<i>Sidewalk CPR</i>		1.0
<i>Fire Debrief</i>		2.0
TOTAL		15.0
CLERICAL		Staff Hours
Prevention-related:		48.0
<i>Mailbox, email inbox, phone calls, news clips, etc.</i>		48.0
<i>Phone Calls - Lost count due to fire</i>		
Non-prevention/non-minute related:		32.0
TOTAL		80.0
TOTAL HOURS		176.0



8825 Aero Drive #200, San Diego, CA 92123-2269
Phone: (858) 541-2277 FAX: (858) 541-7179
www.burninstitute.org

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Susan Day

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Chief Scott Walker (ret.)
Josse Zendejas

May 8, 2014

Chief Tony Michel
Rancho Santa Fe FPD
PO Box 410
Rancho Santa Fe, CA 92067

Dear Chief Michel,

On behalf of the Burn Institute, I would like to thank you for your support of our 15th Annual "Fill the Boot for the Burn Institute" Firefighter Boot Drive. We exceeded this year's goal by raising more than \$250,000 for the important work of the Burn Institute! It's dedicated, enthusiastic leaders like you who make a difference in the success of our events.

The money raised will help fund fire and burn prevention programs as well as important support programs, such as *Camp Beyond the Scars*, that give young burn survivors the helping hand they need to overcome their injuries. Your efforts directly help us with our goal of positively impacting the community.

Again, thank you so much. We look forward to your continued involvement with our vital work!

Respectfully,

Susan Day
Executive Director

RSFe FPD Rocks!!
your team raised
over 46% more than
in 2013!!
we appreciate your
tremendous support —
thanks!



CARL J. LOFTHOUSE

ASSOCIATE PROFESSOR

FIRE TECHNOLOGY – EMERGENCY MANAGEMENT

PUBLIC SAFETY PROGRAMS

June 5, 2014

Karlana Rannals
Administrative Manager
Rancho Santa Fe Fire Department
P.O. Box 410
18027 Calle Ambiente
Rancho Santa Fe, CA 92067

Re: Recognition Dinner
May 2, 2014

Dear Karlana,

Thank you very much for the \$200 donation to the Palomar College Fire Club (PCFC) this May. The funds were used to help provide the clubs end of school year annual BBQ. One of our past club Chiefs, Phillip Harrah, is an award winning BBQ Pit Master recognized from local BBQ restaurants. It was great food and time for all.

I started the Fire Club 8 years ago. The need for additional life skills and a sense of volunteer service is the primary goal. Community service is a big part for our program to help students get involved and learn to give back to the community for which they serve. They are eager to learn and help where they can. Sandra Mora is the Club's Chief for the school year, 2013-2014. She has been very dedicated to the Fire Club and the community. She also graduated this May with both AA degrees, Fire Technology and Emergency Management.

My fire service career and tenure at Palomar College spans 39 years. I recognize the importance and need for mature, educated, knowledgeable future firefighters with active community service. The wide breadth of education and experience required in today's fire service is more diverse than ever before. Your kind donation helped our students to finish the year with a great BBQ, which has become a tradition.

If you should require further information, please do not hesitate to contact me at clofthouse@palomar.edu or my office extension 1700. My personal cell 760-505-9630 may be the quickest after our semester/school year ended May 21st.

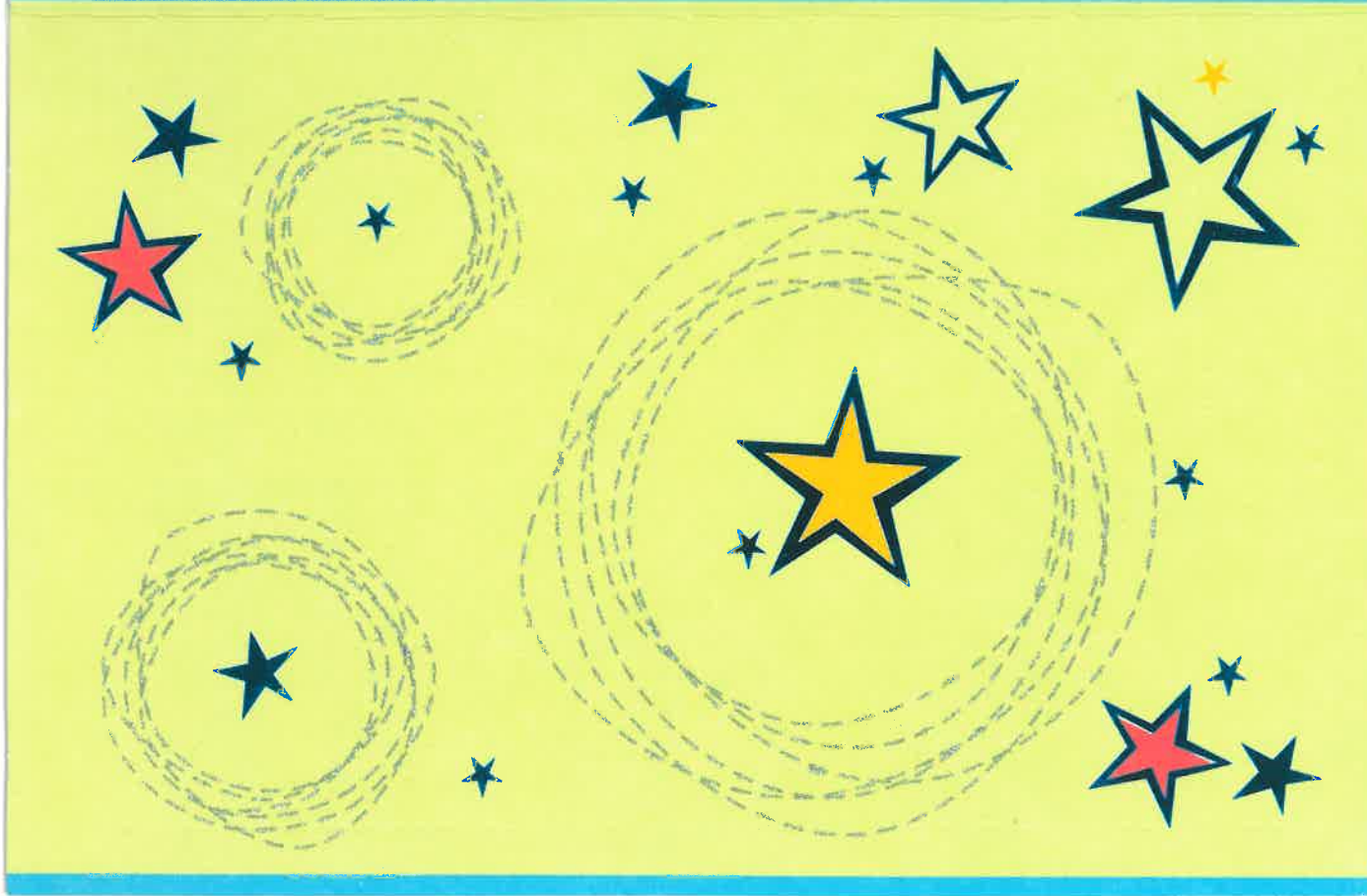
We look forward to many more years of volunteering to our communities and fire agencies. Rancho Santa Fe Fire and the Fire Club have a great relationship. We thank you for the opportunities.

Thank you all so
much for the
fantastic job you
all did, yet again,
to protect all
haves from fires!
Joe & Jan Carolin
16705 El Zorro Vista

To every Firefighter and all who
Support you

Thank You
for protecting & guiding
and directing and winning!

Lilane Marentette &
Rich Trafton
9586 Toyon Canyon Rd
Escondido



...OF YOUR

STAR

PERFORMANCE!

THANKS
FOR DOING A GREAT JOB.

Cielo Residents / HCA

*all appreciate your
superior hard work & dedication*

The Communication

*during the recent
fires was excellent!*



Dear Fireman @ 45 Ranch Station & all
responders of the recent CA Fires ~

Words cannot express the gratitude that
we feel for being able to come home &
find our house unscathed. You put
your lives on the line for all of us
every day & sadly it takes a remind-
er such as this to put it in perspec-
tive. We are so lucky to have true

heroes in our midst every day. Thank
you all for taking care of us + allow-
ing us to enjoy life, enjoy our home,
+ enjoy our neighborhood. Stay Safe!

The Children's Art Project funds a wide array of programs for children
with cancer at The University of Texas MD Anderson Cancer Center.

The education program, summer camps for patients and their siblings, the
Child Life Program, and more are all part of our effort to make life better
for the hundreds of children treated in our pediatric cancer program.



THE UNIVERSITY OF TEXAS

MD Anderson Cancer Center

Children's Art Project®

With Respect + admiration

Making life better for children with cancer since 1973!

Product sales benefit the emotional, educational and recreational needs of patients.

Jordan

AGE 12 ★ HUMBLE, TEXAS

Pinwheel Posies

800-231-1580 ★ www.childrensart.org

James + Robert
Merly
Del Sol



Thank You So Much!

Dear R&F Fire Fighters,
Thank you for saving
our houses and school
From
The First Grade at Salina, Santa Fe Elementary
Thank you for being
the best at everything
you do!

THANK YOU!
WE ♥ ALL
YOUR HARD WORK

Thank You

Thank You

Fire Fighters!

Thank You!!!

Thank You!!!

Thank You!

Thank You!

Thank You

Thank You
From: Hadyn, L.
TO: Firefighters

Thank You!

Thank you
fire fighters

Dear Firefighters &
Thank you for being
the best at everything
you do!

RESOLUTION No. 2014-06

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT ESTABLISHING SALARY AND BENEFITS FOR THE EMERGENCY MEDICAL SERVICES COORDINATOR POSITION

BE IT RESOLVED that the Board of Directors of the Rancho Santa Fe Fire Protection District does hereby authorize the following salary range and benefits for Emergency Medical Service (EMS) Coordinator effective July 1, 2014.

I. SALARY (FLSA Exempt)

1.01 The following salary range for the positions identified is as follows:

<i>Position</i>	<i>Range/Annual Salary</i>	
EMS Coordinator	\$84,837	\$103,119

1.02 The EMS Coordinator position is an “at-will,” non-safety, exempt-position. This position, employed by the Rancho Santa Fe Fire Protection District, will work on behalf of the entire County Service Area 17 (CSA-17) and reports to all of the CSA-17 member agencies. The compensation for the position is based on the contract between the County of San Diego (County) and the successful bidder for the right to provide transport services for CSA-17. The total compensation for the EMS Coordinator position shall not exceed the amount set forth in the County contract.

II. RETIREMENT

2.01 The District shall fund a retirement plan (Miscellaneous: 2.7% @ 55) with the California Public Employees Retirement System (CalPERS). The retirement plan shall include all statutory benefits and the following optional benefits:

- a. One-Year Final Compensation
- b. 1959 Survivor Benefit - Fourth Level

2.02 All employees enrolled in the PERS 2.7% @ 55 plan, the employee will contribute 100% of the employee’s contribution for all reportable wages. The employee will contribute \$2 per month towards the cost of the 1959 Survivor Benefit-Fourth Level.

2.03 The District agrees to report member contributions as taxed deferred for all employees enrolled in CalPERS.

III. SICK LEAVE

3.01 *Non-shift employees*

3.01.1 Accrual: Non-shift employees shall accrue sick leave at the rate of 8 hours per month. Sick leave shall be accumulated with no maximum accrual.

3.01.2 At retirement, unused sick leave credit for non-shift employees shall be converted to one of the following:

- a. All unused sick leave hours may be reported to CalPERS for additional service credit.

1. Conversion of a non-shift employee's sick leave bank to equivalent sick days as required by PERS will be computed by dividing the total number of unused sick leave hours by eight (8); or
2. The employee may choose to convert unused sick leave hours to an employee's RHSA at a ratio of 3:1. A minimum of 685 hours is required to be eligible for this option.
 - i. The RHSA contribution shall be calculated at the straight time rate and shall not exceed the value of 685 hours ; or
3. A combination of both options, if the remaining unused sick leave hours not used for additional service credit, exceeds 685 hours.

3.03 *Exempt Employee(s)*

3.03.1 The accrual rate shall apply to the employee's permanent work schedule and not be changed for temporary or short-term assignments.

3.03.2 Sick leave shall be available for personal illness or injury, emergency medical or dental appointments and for reasonable travel time to and from health care facilities. Sick leave shall also be available to an employee for caring for a member of his/her immediate family who is ill or injured, emergency medical or dental appointments, and for reasonable travel time to and from health care facilities.

3.03.3 Definition of Immediate Family - Immediate family shall include: husband, wife, child, stepchild, brother, stepbrother, sister, stepsister, parent, stepparent, grandparent, grandchild, or any legal dependent residing in same household.

IV. INSURANCE

4.01 Medical-Dental: At the option of the employee, the employee may elect to participate in the District's health insurance (medical/dental) that is offered to all employees. The funds available shall be determined annually for medical reimbursement and/or medical premiums, and shall be determined after calculating all other costs (employer and employee) associated with this position. However, the funds available shall not exceed the CAP established for all District employees.

4.02 The District may remit insurance premiums, if elected to participate by employee, for HMO medical and HMO dental insurance for employees, their dependents, in an amount equal to the premium cost of the family rate, up to \$1,000 per month.

4.03 If the premiums for medical and dental insurance exceed \$1,000 per month, the employee and District agree to share the cost difference 50/50. The District shall establish a capped rate equal to the cost of Health Net HMO (family rate) and HMO dental (family rate) of \$1,000, plus the shared cost difference 50/50 that exceeds \$1,000

4.04 Any unused premium may be used for medical/dental expenses as defined by the Administrative Policy for a maximum period of 24 months. After the 24-month period expires, or at retirement, 100% of any unused premium shall be transferred to the employee's Retirement Health Savings Account. NOTE: If the employee separates from employment, any unused funds in the employee's medical reimbursement account shall be transferred to the District's Retirement Health Savings Account.

4.05 Employees, upon retirement, at no additional cost to active employees or to the District shall be allowed to remain on the group medical plan. The retiree will be required to have the same plan as active employees. The retiree will be responsible for payment of entire premium and a two percent (2%) administrative cost. The employee understands that the premium for a retired employee may be higher than that of an active employee. At age 65, the retiree may have additional options available.

4.06 Life: The District shall provide a \$50,000 life insurance policy for the employee and the Board of Directors, and \$1,000 life insurance policy for employee's dependents. The policy shall include accidental death and dismemberment coverage.

4.07 Long-Term Disability: The District shall provide a Long-Term Disability plan.

4.08 In the event the Board of Directors modifies the insurance benefit (increase or decrease) in any other labor contract, this insurance benefit shall be adjusted per said resolution or contract for all positions identified in this Resolution.

V. HEALTH RETIREMENT SAVINGS ACCOUNT

5.01 Employees shall be required to participate in a District administered Retirement Health Savings Account (RHSA). The following terms apply:

- a. A monetary contribution will be made by the District in the amount of \$100 per month.
- b. The value of any unused medical reimbursement shall be transferred at the end of each calendar and fiscal year to the employee's RHSA (contributed twice a year).
- c. If the non-shift employee has an excess of 343 hours of unused sick leave, then at the end of each calendar year 50% of the unused sick leave (96 minus sick leave used) will be contributed to the RHSA at the employee's hourly rate.

VI. HOLIDAYS

6.01 For the purpose of this section, the legal "holiday" shall mean and include the following days:

- a. New Year's Day (January 1)
- b. Martin Luther King Day (third Monday in January)
- c. President's Day (third Monday in February)
- d. Memorial Day (fourth Monday in May)

- e. Independence Day (July 4)
- f. Labor Day (first Monday in September)
- g. Veteran's Day (November 11)
- h. Thanksgiving Day (fourth Thursday in November)
- i. Day after Thanksgiving Day
- j. Christmas Day (December 25)
- k. Floating Holiday

VII. USE OF DISTRICT VEHICLES

7.01 The District will assign a vehicle to the following positions for commuting to/from work and all business purposes to insure availability for immediate emergency response:

- a. EMS Coordinator – County Contract Vehicle

7.02 The value for all personal use may be reported as a taxable fringe benefit as established by IRS Regulations and the District's Administrative policy.

VIII. VACATION ACCRUAL

8.01 Annual vacation accrual hours shall be based upon years of service in accordance with the following:

0 – 5 years	80 hours
6 – 10 years	120 hours
11 – 15 years	136 hours
16 – 20 years	160 hours
21+ years	200 hours

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on June 24, 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

James H Ashcraft
President

ATTEST:

Karlana Rannals
Secretary

ORDINANCE NO. 2014-02

AN ORDINANCE OF THE BOARD OF DIRECTORS OF RANCHO SANTA FE FIRE PROTECTION DISTRICT PERTAINING TO NUISANCE FIRE AND MEDICAL ALARMS

WHEREAS, alarm systems installed by private property owners protect the public health, safety, and welfare, by providing fire personnel with the opportunity to respond quickly to fire, medical emergencies or other public peril; and

WHEREAS, alarm systems create a public expectation that the Fire Districts fire and emergency medical personnel will respond to such alarms when they are activated, and therefore, owners of fire and medical alarms expect the Rancho Santa Fire Protection District ("District") to know the property location and exact purpose of such alarms; and

WHEREAS, alarm systems that are accidentally or maliciously activated and that falsely alert the District fire and emergency medical personnel of an emergency situation which is not in fact taking place nonetheless require the District's personnel to respond to such alarms, and detract from the ability of such personnel to respond to other legitimate emergencies; and

WHEREAS, the District receives its emergency dispatching services from the North County Dispatch Joint Powers Authority, and incurs a per call cost for the dispatching of alarm system activations, and the cost of personnel and equipment for responding to such activations, whether they are false or legitimate.

NOW, THEREFORE, BE IT RESOLVED, that The Rancho Santa Fire Protection District Board of Directors DO HEREBY adopt the following ordinance and fee schedule for nuisance fire and medical alarms.

SECTION I Purpose

- A. The purpose of this ordinance is to recover the costs associated with, and to reduce the number of false alarms, as well as to subject fire and medical alarm systems to reasonable regulation to protect the safety and welfare of District residents from the adverse impacts caused by false alarms. Whenever public safety personnel respond to false alarms, there is a waste of limited public safety resources, an unnecessary expenditure of tax dollars and increased risk to personnel. This ordinance is intended to encourage alarm systems operators and users to maintain alarm systems in a manner, which prevents false alarms, and to establish a procedure for the abatement of nuisances resulting from false alarms and establish penalties for the improper maintenance and use of alarm systems.

SECTION II Definitions

- A. North County Dispatch Joint Powers Authority, ("NCDJPA") is the emergency communications center used by the District for the dispatching of District emergency resources.

- B. Alarm Systems means a Fire Alarm or a Medical Alarm.
- C. Fire Alarm means any mechanical or electrical device that is designed to cause or causes a local audible alarm or transmission of a signal in the event a fire or smoke is detected, an alarm system that sends a signal to a third party who notifies NCDJPA to report the detection of fire or smoke and any alarm system that is otherwise used to evoke a response by the District.
- D. Fire Code is a model code adopted by the state or local jurisdiction and enforced by fire district personnel within the fire district's boundaries. It is a set of rules prescribing minimum requirements to prevent fire and/or hazards arising from storage, handling, or use of dangerous materials, or from other specific hazardous conditions. It complements the building code. The fire code is aimed primarily at preventing fires, ensuring that necessary training and equipment will be on hand, and that the original design basis of the building, including the basic plan set out by the architect, is not compromised. The fire code also addresses inspection and maintenance requirements of various fire protection equipment in order to maintain optimal active fire protection and passive fire protection measures
- E. Medical Alarm means any mechanical or electrical device that is designed to cause or causes a local audible alarm or transmission of a signal in the event a person is experiencing or witnessing a medical emergency or other peril to human life, an alarm system that sends a signal to a third party who notifies NCDJPA to report a medical emergency in progress, any alarm that is otherwise used to evoke a response by fire or emergency medical personnel.
- F. False Alarm means the activation of an fire or medical alarm due to, system malfunction, accidental or misuse by an alarm user or the users employees, agents or other persons lawfully occupying the premises, a system test conducted without prior notification to the alarm system monitoring service, or cause other than an emergency event for which the alarm system is designed to detect.
- G. Nuisance Alarms means any false alarms in excess of two within any 365-day period.
- H. Alarm User means the person who has possession and control of an alarm system for a premise. A person providing alarm monitoring or response services shall not be deemed to be an alarm user with respect to an alarm system located on the premises of another alarm user to whom the person provides such services pursuant to a contract. For residential property, the owner of the property as shown on the last equalized assessment roll shall be presumed to be the alarm user. A residential owner may rebut the presumption by demonstrating that a tenant has possession and control of the alarm system. For nonresidential property, the owner of the property as shown on the last equalized assessment roll and the property manager (if any) shall be presumed to be the alarm user. A nonresidential property owner or property manager may rebut this presumption by demonstrating that a tenant has possession and control of the alarm system.

SECTION III Alarm System Standards and Restrictions

- A. Alarm systems shall be Underwriters Laboratory approved and conform to the requirements of the Fire Code or other regulations of the State Fire Marshal.
- B. Alarm systems that directly dial any telephone number of the Rancho Santa Fe Fire Protection District, the North County Dispatch Joint Powers Authority, the San Diego County sheriff's department or 911, are prohibited.
- C. The district fire marshal or his or her designee may issue a correction notice to an alarm user whose system results in nuisance alarms. A notice of correction may be given in connection with a notice of violation. A notice of correction shall specify the correction or corrections required and allow a reasonable time to complete the work.
- D. Alarm system testing shall be done by an alarm system service provider or by an alarm system user after notification to the user's alarm system provider.

SECTION IV Nuisance Alarms

- A. The number of nuisance alarms (as defined in Section II) shall be calculated by starting on the day of the first false alarm and any subsequent false alarms occurring within a 365-day period. The determination of whether a false alarm occurred for the purpose of this Ordinance shall be solely determined by the District.

SECTION V Nuisance Alarm Fines

- A. When a false alarm is determined to be a nuisance, the user of the alarm system must pay a Nuisance Alarm Fine to the District to cover the costs associated with the false alarm. A Notice of Violation indicating the amount of the fine will be issued to the alarm user. Nuisance alarms fines are established as follows:
 - 1. \$423.00 for the first and subsequent nuisance alarms.
 - 2. An additional penalty of \$100.00 will be added to the nuisance alarm fine for any false alarms in excess of three to ensure compliance with this ordinance.
- B. A notice of violation may be served on an alarm user personal service or by first class mail, postage prepaid and sent to the alarm user at the address of the property where the alarm is located, or at the address shown on the last equalized property tax assessment roll.
 - 1. The notice of violation shall contain a statement giving notice to the alarm user of the user's right to request a hearing before the fire chief or such other hearing officer as may be designated by the District. The sole issue at the hearing shall be whether the history of false alarms determines the system to be a nuisance. The notice of violation shall constitute prima facie evidence of a violation of this ordinance, and testimony at the hearing by the person who issued the notice shall not be required.

The hearing may be conducted on the basis of written declarations. A request for a hearing shall be made in writing filed with the District not later than the date stated on the notice of violation, which date shall be no sooner than 10 days following personal delivery of the notice of violation or 15 days from the date the notice is placed in the mail. Appeals of the decision of the fire chief shall be made to the District Board of Directors.

2. A late payment penalty of 15 percent will be added to any fee not paid within 30 days of the billing date.

SECTION VI Limitation on Liability

- A. Nothing in this ordinance shall be construed to create any duty of the Rancho Santa Fe Fire Protection District, the North County Dispatch Joint Powers Agency, the County Service Area 17, or any employee or agent of any of these agencies to respond to any alarm or other emergency.

SECTION VII Exemptions

- A. Institutions insured by the Federal Deposit Insurance Corporation, and the federal, state and local government, or agencies thereof, shall not be considered to be alarm users and this ordinance shall not apply to alarm systems of such institutions.
- B. Activation of an alarm system caused by a malfunction of a telephone line circuit, earthquake or natural catastrophic condition does not constitute a false alarm.
- C. The alarm user shall have the burden of establishing the applicability of an exemption.

SECTION VIII Limitations

- A. Nothing in this ordinance shall limit the District from enforcing other provisions of the Fire Code

SECTION IX Adoption

- A. The Secretary to the Board of Directors will certify to the adoption of this Ordinance and cause the same to be published in the manner required by law. This Ordinance will take effect forty-five (45) days after its final passage at a public hearing as required by law.
- B. First Read at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District of the County of San Diego, California, on the 9th day of April 2014. A second reading occurred at a regular meeting on May 14, 2014 and a public hearing and final adoption on the 24th day of June, 2014 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

[Signatures next page]

James H. Ashcraft
President

ATTEST

KARLENA RANNALS
Secretary

STAFF REPORT

NO. 14-18

TO: BOARD OF DIRECTORS
TONY MICHEL, FIRE CHIEF

FROM: RENEE HILL, DEPUTY FIRE MARSHAL

SUBJECT: HAZARD ABATEMENT – SOLE SOURCE CONTRACTOR

DATE: JUNE 18, 2014



RECOMMENDATION

After reviewing all schedules of fees received, "*R.E. Badger and Son, Inc.*" was determined the lowest and most responsive bid. Staff recommends that the Fire Chief or his designee be authorized to execute a service agreement with, *R.E. Badger and Son, Inc.* as the sole source contractor for forced abatement of hazardous vegetation and rubbish within the Rancho Santa Fe Fire Protection District for parcels in violation of Fire District's Ordinance 04-02 and 2014-01.

BACKGROUND

In March 2005, the Board of Directors approved the concept for a sole source contractor for forced abatement of hazardous vegetation and rubbish within the Fire District. This contract enables the District to contract with a sole source contractor to force abate hazards when owners fail to bring their property in compliance with adopted District ordinances 2004-02 and the California Health and Safety Code.

In May 2011, the Board approved and awarded the District's third sole source contract to *California Tree Service, Inc.* This contract included an agreement period of "one-year" and the option of (2), "one-year" extensions. The additional "one-year" options were exercised by the Board of Directors in May 2012 and April 2013.

CURRENT SITUATION

The final extension period has expired, which initiated the new bid contract. Five companies were interested in becoming our sole source contractor for forced abatement. We mailed bid packages to all interested companies and posted on the district's website. The 30-day bid period closed on May 30, 2014 and five bids were received. A *Summary of Proposals* is attached for your review that includes the list of interested tree service companies. The total base cost for services ranged from \$865.00 to \$1,303.75. After reviewing all bids submitted, staff determined that only four bids were complete and responsive. The lowest total base cost to our bid request for services was "*R.E. Badger and Son, Inc.*" at \$1,065.00.

Attachments:

1. Summary of proposals

Summary of Proposals

*Weed Abatement Bid Packets	Badger & Son	California	Tree Service, Inc.	Vista Valley Tree Service	The Tree Keeper	Sutton Tree Service
Items	Fees		Fees	Fees	Fees	Fees
<u>Tractor Mowing:</u>						
A. Equipment move-on fee	\$75.00		\$50.00	\$60.00	\$50.00	\$100.00
B. Hourly rate	\$85.00		\$50.00	\$75.00	\$80.00	\$95.00
<u>Hand Labor</u>						
A. General Labor, hourly rate (per person)	\$20.00		\$50.00	\$25.00	\$45.00	\$54.95
B. Hand Labor, hourly rate (per person) includes use of string trimmers,chainsaws and or other small equipment	\$25.00		\$50.00	\$30.00	\$45.00	\$54.95
<u>Debris Removal</u>						
A. Hauling (per cubic yard of material)	\$25.00		\$10.00	\$50.00	\$35.00	\$75.00
B. Dumping	\$125.00		\$195.00	\$30.00	Cost +10%	\$59.00
C. Chipping (left at site, spread to no more that 6" depth)	\$75.00		\$200.00	\$30.00	\$50.00	\$65.00
<u>Administrative Fee</u>						
Per Parcel	\$45.00		\$100.00	\$30.00	\$25.00	\$50.00
<u>Tree Work (per hour, per person)</u>						
A. Roadway clearance (trimming to 13'6" high)	\$20.00		\$50.00	\$30.00	\$55.00	\$54.95
B. Tree removal- free falling	\$35.00		\$50.00	\$35.00	\$55.00	\$64.95
C. Tree removal- controlled fall	\$40.00		\$50.00	\$40.00	\$55.00	\$64.95
D. Tree removal- w/ use of boom truck	\$95.00		\$50.00	\$80.00	\$60.00	\$70.00
E. Tree removal - w/use of crane or other heavy equip.	\$115.00		\$50.00	\$170.00	\$100.00	\$175.00
F. Tree trimming- canopy (dead wood removal) free fall	\$85.00		\$50.00	\$35.00	\$55.00	\$65.00
G. Tree trimming- canopy (dead wood removal) contolled fall	\$95.00		\$50.00	\$40.00	\$55.00	\$65.00
H. Firewood , stacked left at site	\$20.00		\$50.00	\$25.00	\$30.00	\$60.00
I. Firewood, removed from site	\$30.00		\$50.00	\$45.00	\$40.00	\$60.00
J. Stump grinding	\$55.00		\$50.00	\$35.00	\$75.00	\$70.00
Total Base Cost	\$1,065.00		\$1,205.00	\$865.00	\$910.00	\$1,303.75
<u>Insurance Liability</u>						
General single limit per occurrence	\$1,000,000.00		\$1,000,000.00	Not provided	\$1,000,000.00	\$1,000,000.00
General aggregate	\$2,000,000.00		\$2,000,000.00	Not provided	\$2,000,000.00	\$2,000,000.00
<u>Automobile Liability</u>						
Combined single limit per occurrence	\$1,000,000.00		\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00
<u>Contractor License #</u>						
Classification	30926		696749	Not provided	724910	591236
Exp. Date	Business License		C27 C61/D49	Not Provided	C61/D49	C61/D49
	12/31/2014		10/31/2014	Not Provided	5/31/2016	3/31/2016
Sign Agreement	Yes		Yes	Yes	Yes	No
Contractors License defined						
C61 - Limited Speciality / C27 Landscpaing / D49 Tree Service						

FY15

Rancho Santa Fe Fire Protection District Financial Plan - Preliminary



Financial Plan

June 2014

**RANCHO SANTA FE FIRE PROTECTION DISTRICT
RANCHO SANTA FE, CALIFORNIA**

PRELIMINARY OPERATING AND CAPITAL BUDGET

Fiscal Year 15

Board of Directors

James H. Ashcraft

President

John C. Tanner

Vice President

Nancy C. Hillgren

Director

Randall Malin

Director

Tucker Stine

Director

Tony J. Michel

Fire Chief

Prepared by:

Karlana Rannals

Administrative Manager

Technical Assistance:

Mike Gibbs

Deputy Chief

Fred Cox

Battalion Chief

Chris Galindo

Battalion Chief

Jim Sturtevant

Battalion Chief

Bret Davidson

Battalion Chief

Renee Hill

Deputy Fire Marshal



MISSION STATEMENT

To protect life, property, and environment through prevention, preparedness, education and emergency response.

OPERATING PHILOSOPHY

The Rancho Santa Fe Fire Protection District strives to:

- provide superior customer service;
- provide a professional, cost effective organization; and
- respond to the needs of the communities we serve.



Rancho Santa Fe Fire Protection District

Preliminary Budget – FY15

The Fire District proposed Operating and Capital Replacement Budget for FY15 is submitted to the Board of Directors for its review and consideration. The annual budget is the most significant tool available to the District to set priorities for the Rancho Santa Fe Fire Protection District over the next year and beyond. This narrative intends to demonstrate that the District is fiscally prudent in proposing the necessary revenue and expenditures, while providing the highest level of emergency response, fire prevention, and administrative services.

Overview

In analyzing the FY15 budget, you will notice that the projected total operating revenue is relatively neutral compared to FY14 estimated revenue; and the projected FY15 total operating expenditures is up 5% compared to FY14 budgeted expenditures.

This year we are requesting a FY15 Operating Budget of \$12,030 (*in thousands*), which includes the depreciation expense of \$670K. The projected FY15 revenue will compare to the *FY14 estimate* at 6/30/14. The projected FY15 expenditures will compare to the *FY14 budget*.

Projected Revenues

We project the general fund revenues at \$12,088,800. These revenues provide a projected operating surplus of \$59,200

The following summary of revenue changes is between FY15 **budget**, and the *FY14 estimate*:

Revenue– \$12,088,800

Taxes & Assessments - ↑ 1.6% or \$154,073: tax revenue has continued to increase over the past year with the District projecting a 3% increase over FY14 tax apportionment estimate. Additionally, we plan that the projected tax refunds to be the same as FYI \$101,100.

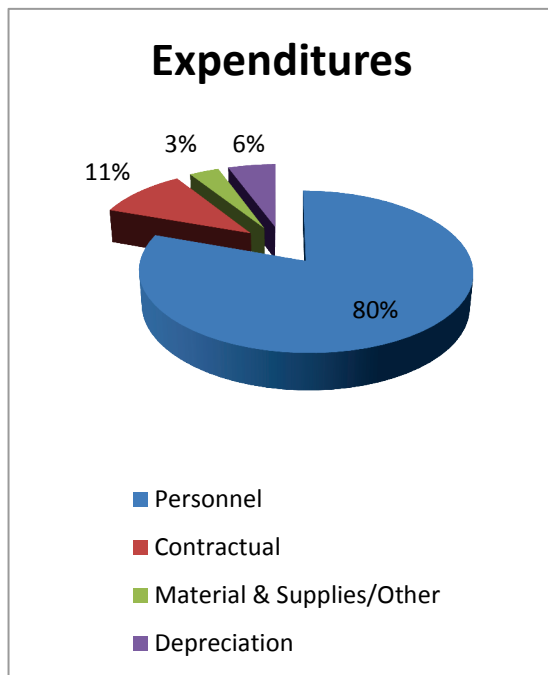
Lease - ↑ 3.3% the lease revenue for the District increased by either contract or CPI adjustments.

Administrative Fees - ↑ 2.7% or \$6,000

In addition to these general funds, we estimate that we will collect \$376,800 in restricted Fire Mitigation Fees, including interest.

Overall, the District is projecting a decrease of .8% or (\$87K) in the projected FY15 Total Operating Revenue compared to FY14 estimate.

Projected Operating Expenditures



Since the current fiscal year has not ended, the following is a summary of expenditure changes between FY15 and FY14 budget:

Personnel – \$9,677,200

Overall personnel costs increased 7.6% over FY14 budget. The primary changes are:

Salary- increased 4.9% based on MOU negotiated salary adjustments and the reinstatement of a Fire Marshal position.

Overtime- increased 22.3% due to the increase in average hours for workers compensation, sick leave, call back pay and training. A three-year data average is used to analyze this category.

Retirement - increased 10% or \$128,529 due to employer rate increases and the reinstatement of the Fire Marshal position.

Contractual Services – \$1,262,766

The FY15 Contractual Services category increased 1.7% or \$20,804 over FY14 budget. This increase is primarily in the following areas: dispatching, utilities, other professional services and commercial insurance.

Material & Supply – \$419,855

The FY15 Material and Supply category decreased 19.9% or \$104,230 over FY14 budget. The primary reason for the decrease is the Radio, Furnishings/Equipment, “Fire Hose, Nozzles & Supplies”, and Safety categories.

Depreciation – \$669,777

The FY15 Depreciation category decreased by 10.6% or \$79,823 over FY14 budget. The primary reason is due to equipment and vehicles at full depreciation.

Capital Expenditures

The District's Capital Replacement expenditures (Equipment, Facility, and Fleet) total \$1,630K. We anticipate replacing one staff vehicle, ordering one (1) new Type 1 replacement engine, the replacement of the HVAC system at RSF 1 to a more energy efficient system, a rescue tool, and expending the cash for the approved fire engine from the FY13 budget and the microwave area wireless system. There are no new expenditures planned for the funding source of fire mitigation fees. The following is a list of projects planned:

Expense/Project	Funding Source	Funding Source
	GF	FMF
Replacement of Type 1 Engine*	\$600,000	
Replacement of Type 1 Engine	\$630,000	
HVAC upgrade – RSF 1	\$175,000	
Replacement of a Staff Vehicle	\$ 50,000	
Rescue tool	\$ 30,000	
Microwave Metropolitan Area Wireless*	\$ 36,215	\$108,635
Total	\$1,521,215	\$108,635

* = Prior approved expenses

Budget Summary

The District expects that FY15 tax revenue will have a moderate increase and the refund of property taxes to continue to stabilize. The FY15 planned expenditures are higher than FY14. District personnel continually evaluate and monitor all revenues and expenditures without sacrificing the high level of service we provide to the community.

The management staff continues to be proactive and is to be commended for their tireless and continued efforts in both research and preparation of the budget document.

FY15

OPERATING EXPENDITURES

GENERAL FUND

Summary Revenues, Expenditures - Operating Budget 2014 - 2015

<i>(In Thousands)</i>	Est	Proposed	Change	
REVENUES	GF - 14	GF - 15		%
Total Revenues	\$12,186	\$12,089	(\$98)	-0.8%
EXPENDITURES				
Total Operating Expenditures	\$11,628	\$12,030	\$400	3.4%
Operating Surplus (Deficit)	\$558	\$59	(\$498)	-89.4%

Summary Revenues, Expenditures - Operating Budget 2014 - 2015

<i>(In Thousands)</i>	Est	Proposed		Change	
REVENUES	GF - 14	GF - 15	\$	%	
Total Revenues	\$12,186	\$12,089	(\$97,405)	(\$98)	-0.8%
 EXPENDITURES					
Personnel	\$9,194	\$9,677	\$483,580	\$484	5.3%
Contractual Services	\$1,162	\$1,263	\$100,716	\$101	8.7%
Materials & Supplies	\$485	\$420	(\$65,552)	(\$66)	-13.5%
Other Expenditures (Projects/Equipment/Prior Year)	\$59	\$0	(\$59,014)	(\$59)	
Depreciation	<u>\$728</u>	<u>\$670</u>	(\$58,690)	(\$59)	-8.1%
Total Operating Expenditures	\$11,628	\$12,030	\$401,040	\$400	3.4%
 Operating Surplus (Deficit)	 \$558	 \$59	 (\$498,446)	 (\$498)	 -89.4%

Summary - Operating Revenues

2014 - 2015

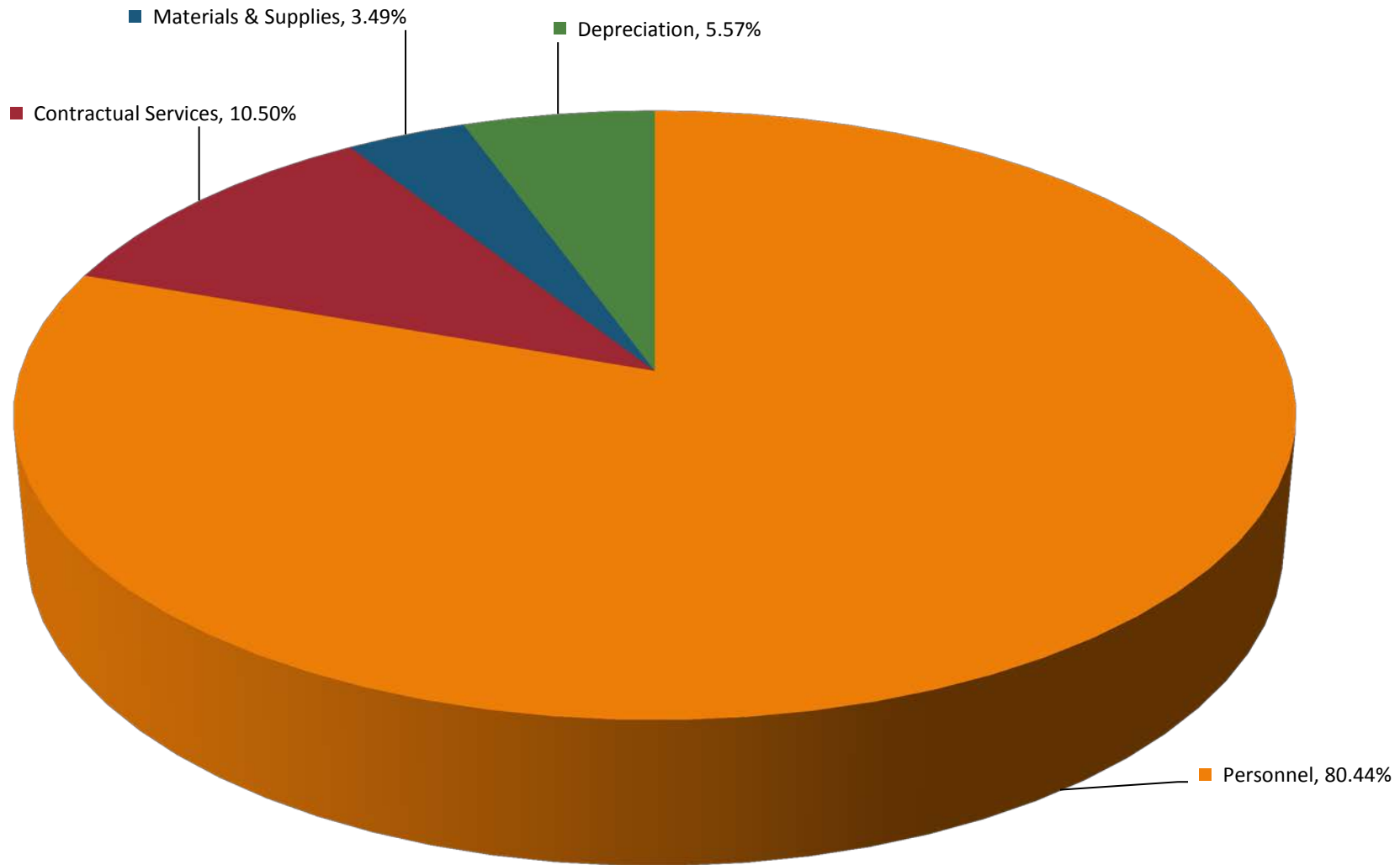
<i>(In Thousands)</i>	Est	Proposed	Change	
REVENUES	GF - 14	GF - 15		%
Taxes & Assessments	9,925	10,079	154	1.6%
Tax Refunds - Adjustment	(101)	(101)	0	0.0%
Benefit Fee	<u>1,022</u>	<u>1,022</u>	<u>0</u>	<u>0.0%</u>
Subtotal	10,846	11,000	154	1.5%
Developer Reimbursement/Revenue				
4S Ranch	0	0	0	
Rancho Cielo	150	<u>150</u>	<u>0</u>	<u>0.0%</u>
Subtotal	150	150	0	0.0%
Other Revenue				
Plan Checks	228	208	(20)	-8.7%
Administrative Fees	223	229	6	2.7%
Interest	44	45	1	2.1%
Lease	261	269	9	3.3%
Instructor/Training	16	15	(1)	-6.1%
Grant	77	0	(77)	-100.0%
FF/EMS Reimbursement	210	75	(135)	-64.4%
Other	<u>131</u>	<u>97</u>	<u>(34)</u>	<u>-25.9%</u>
Subtotal	1,190	938	(251)	-21.1%
 Total Operating Revenues	 <u>12,186</u>	 <u>12,089</u>	 <u>(98)</u>	 -0.8%

Summary Expenditures - Operating Budget 2014 - 2015

(In Thousands)	Actual GF - 14	Proposed GF - 15	Change \$	%
EXPENDITURES				
Personnel				
Payroll				
Salary	\$5,070	\$5,383	\$312	6.2%
Emergency Response Compensation	\$0	\$0	\$0	
Management Services (Coop Eff)	\$0	\$0	\$0	#DIV/0!
Holiday Pay	\$168	\$180	\$12	7.0%
Overtime	\$1,196	\$1,049	(\$147)	-12.3%
Paramedic Incentive	\$14	\$0	(\$14)	-100.0%
Subtotal	\$6,449	\$6,611	\$163	2.5%
Benefits				
Health Insurance + HRSA	\$1,138	\$1,256	\$118	10.4%
Life/LTD Insurance	\$17	\$25	\$8	46.0%
Medicare/Social Security	\$99	\$93	(\$5)	-5.2%
Retirement	\$1,221	\$1,413	\$192	15.8%
Unemployment	\$13	\$13	\$0	-1.0%
Workers Compensation	\$212	\$231	\$18	8.6%
Other	\$45	\$35	(\$10)	-22.9%
Subtotal	\$2,745	\$3,066	\$321	11.7%
TOTAL	\$9,194	\$9,677	\$484	5.3%
Contractual Services				
Administration Fees	\$185	\$196	\$11	5.9%
Building/Facility Lease	\$28	\$30	\$1	5.0%
Dispatching	\$126	\$143	\$17	13.3%
Equipment Rental & Repairs	\$12	\$26	\$13	107.6%
Insurance	\$73	\$78	\$5	6.4%
Legal	\$35	\$28	(\$7)	-20.2%
Meetings, Meals, Mileage	\$2	\$9	\$6	266.1%
Other Contractual/Professional Services	\$238	\$261	\$23	9.6%
Service Agreements	\$35	\$35	\$0	1.2%
Soil Contamination	\$0	\$1	\$1	#DIV/0!
Training	\$85	\$84	(\$1)	-1.1%
Utilities	\$215	\$230	\$15	6.9%
Vehicle Maintenance & Repairs	\$112	\$117	\$5	4.8%
All Other	\$15	\$26	\$11	71.3%
TOTAL	\$1,162	\$1,263	\$101	8.7%
Materials & Supplies				
Apparatus	\$13	\$18	\$5	43.3%
Apparatus - Computers	\$0	\$0	\$0	#DIV/0!
Computer	\$29	\$54	\$25	84.4%
Fuel	\$87	\$91	\$4	5.0%
Grants	\$67	\$0	(\$67)	
Office	\$29	\$37	\$7	24.7%
Safety	\$64	\$56	(\$8)	-13.2%
Uniforms	\$20	\$21	\$1	2.6%
Programs/Public Education	\$6	\$15	\$9	152.6%
Hose, Nozzles, Foam	\$18	\$6	(\$12)	-65.8%
Radio	\$51	\$7	(\$44)	-86.8%
Station Maintenance/Supplies/Janitorial	\$27	\$32	\$5	19.6%
Audio Visual	\$0	\$0	\$0	386.1%
Books	\$1	\$1	\$0	5.0%
Cellular	\$1	\$1	\$0	
Electrical Supplies	\$0	\$0	\$0	#DIV/0!
Food for Major Emergencies	\$0	\$1	\$1	258.4%
Furnishings	\$18	\$9	(\$9)	-51.7%
Hydrant Maintenance	\$2	\$2	\$0	-9.7%
Knox Replacement	\$0	\$0	\$0	
Lumber Screws Nails	\$0	\$0	\$0	
Maps	\$0	\$1	\$1	
Medical Supplies	\$33	\$49	\$15	
Miscellaneous	\$0	\$1	\$0	234.1%
Paint	\$0	\$0	\$0	111.2%
Rock Sand Gravel	\$0	\$0	\$0	
Special Event & Awards	\$14	\$10	(\$4)	-27.9%
Street Signs & Markers	\$0	\$1	\$1	#DIV/0!
Tools	\$0	\$1	\$1	125.2%
Training (Expendable Supplies)	\$5	\$8	\$3	62.9%
All Other	\$75	\$84	\$9	11.8%
TOTAL	\$485	\$420	(\$66)	-13.5%
Other Expenditures (Projects/Equipment/Prior Year)	\$59	\$0	(\$59)	
TOTAL	\$59	\$0	(\$59)	
Depreciation	\$728	\$670	(\$59)	-8.1%
TOTAL Operating Expenditures	\$11,628	\$12,030	\$400	3.4%

OPERATIONAL COST SUMMARY	ACTUAL FY12	ACTUAL FY13	BUDGET FY14	Est (06-30-14)	BUDGET FY15	Bgt vs Bgt % Change	Bgt vs Act % Change
Personnel	\$ 8,778,107	\$ 8,966,403	\$ 8,992,454	\$ 9,193,552	\$ 9,677,133	7.6%	5.3%
Contractual	\$ 983,789	\$ 960,207	\$ 1,241,962	\$ 1,162,049	\$ 1,262,766	1.7%	8.7%
Material & Supply	\$ 338,397	\$ 276,752	\$ 524,084	\$ 485,407	\$ 419,855	-19.9%	-13.5%
Prior Year Expense	\$ 1,487	\$ (165,338)	\$ -	\$ 59,014	\$ -		
Depreciation	\$ 659,367	\$ 756,854	\$ 749,600	\$ 728,468	\$ 669,777	-10.6%	-8.1%
TOTAL OPERATING COSTS BEFORE CAPITAL OUTLAY	\$ 10,761,146	\$ 10,794,878	\$ 10,663,758	\$ 11,628,490	\$ 12,029,531	12.8%	3.4%
Capital							
Equipment - GF	\$ -	\$ -	\$ 59,227	\$ 43,310	\$ 30,000		
Equipment - FMF	\$ -	\$ -	\$ -	\$ -	\$ -		
Facility - GF	\$ 436,823	\$ -	\$ 36,215	\$ -	\$ 211,215		
Facility - FMF	\$ 1,310,469	\$ -	\$ 108,644	\$ -	\$ 108,644		
Fleet - GF	\$ 86,702	\$ 36,393	\$ 805,000	\$ 57,979	\$ 1,280,000		
Fleet - FMF	\$ -	\$ -	\$ -	\$ -	\$ -		
	\$ 1,833,994	\$ 36,393	\$ 1,009,086	\$ 101,289	\$ 1,629,859		
Total GF	\$ 523,525	\$ 36,393	\$ 900,442	\$ 101,289	\$ 1,521,215		
Total FMF	\$ 1,310,469	\$ -	\$ 108,644	\$ -	\$ 108,644		
	\$ 1,833,994	\$ 36,393	\$ 1,009,086	\$ 101,289	\$ 1,629,859		

FY15 Operating Budget - Expenditures



RANCHO SANTA FE FIRE PROTECTION DISTRICT
ESTIMATED - CASH NET ASSETS FOR FY14 & FY15

General Fund

	FUND TOTAL	FUND TOTAL	FY14	FY15	%
Cash - Beginning (June 30, 2013)			13,935	15,963	
June 30 Receivables			197		
June 30 Restricted Cash & Cash Equivalents			1,196		
June 30 Prepay			0		
June 30 Transfer in (out)			0	0	
			15,328	15,963	4.1%
June 30 Liabilities			(550)	0	
BEGINNING - NET CASH ASSETS			<u>14,779</u>	<u>15,963</u>	8.0%

PROJECTED REVENUE

Taxes & Assessments	10,846	11,000
Interest	44	45
Developer Reimbursement	150	150
Lease Revenue	261	269
Other Revenue	418	187
Fees	467	437
Fire Mitigation Fees	0	0
Total Projected Revenue	12,186	12,089

PROJECTED EXPENDITURES

Personnel Costs	9,194	9,677
Maintenance & Operating Costs	1,647	1,683
Capital/Project Expenditures	59	0
Depreciation Expense	728	670
Total Operating Expenditures	11,628	12,030
Operating Surplus - \$	558	## ###
Operating Cash Surplus (Deficit) inc. depreciation	1,286	729
Additional Cash Payments		
Equipment - Facility - Vehicles	(101)	(1,630)
Total Projected Cash Expenditures	11,001	12,990
Excess Revenue over Expenditure	1,185	(901)
Transfers in(out)	0	0
Net Change in Fund Balance	1,185	(901)
CASH ASSETS - 6/30	<u>15,963</u>	<u>15,063</u>

Fire Mitigation Fund

Cash - Beginning	280	760	
June 30 Receivables	103	0	
June 30 Restricted Cash & Cash Equivalents	0	0	
June 30 Prepay	0	0	
June 30 Transfer in (out)	0	0	
	383	760	
June 30 Liabilities	0	0	
BEGINNING - NET CASH ASSETS	383	760	98.3%

PROJECTED REVENUE

Interest	1	1	
Fire Mitigation Fees	376	376	
Total Projected Revenue	377	377	0.0%

PROJECTED EXPENDITURES

Total Operating Expenditures	0	0
Excess Revenue over Expenditure	377	377
Transfers in(out)		0
Net Change in Fund Balance	377	377

CASH ASSETS - 6/30 760 1,137 49.6%

LIABILITIES & FUND EQUITY

Restricted Reserves			
Fire Mitigation	760	1,137	
TOTAL LIABILITIES & FUND BALANCE	<u>760</u>	<u>1,137</u>	49.6%
ENDING - NET CASH ASSETS (Deficit)-ALL FUNDS	16,724	16,199	-3.1%

FISCAL YEARS - FY13; FY14; FY15

REVENUE - EXPENDITURES (RSF GENERAL & MITIGATION FUNDS)

	Financial Statements	BUDGET	Est (06/30/14)	PROPOSED	BGT vs. BGT	BGT vs. ACT
	FY13	FY 14	FY 14	FY 15		
Revenue						
Taxes & Assessments	9,497,345	9,611,500	9,924,627	10,078,700	4.9%	1.6%
Tax Refunds - Adjustment	(102,707)	(102,800)	(101,006)	(101,100)	-1.7%	0.1%
Benefit Fee	999,225	1,022,400	1,022,472	1,022,400	0.0%	0.0%
Weed Abatement Assessment	2,290	0	3,290	0		-100.0%
Interest Income	46,296	53,500	44,411	45,400	-15.1%	2.2%
Plan Reviews	188,274	188,300	227,955	208,200	10.6%	-8.7%
EMS First Responder	13,447	14,500	14,864	14,700	1.4%	-1.1%
CSA-17 (ALS Equipment & Supplies)	41,700	36,180	36,180	36,200	0.1%	0.1%
Firefighting Reimbursement (FEMA/OES)	103,621	75,000	210,467	75,000	0.0%	-64.4%
Fuel Tank Reimbursement	0	0	0	0		
Grant Revenue	9,025	96,300	76,761	0	-100.0%	-100.0%
Assets				0		
Sale of Assets	109	5,000	0	5,000	0.0%	
Contributed				0		
Miscellaneous	75,967	34,800	71,596	36,300	4.3%	-49.3%
Hydrant Maintenance	2,610	2,700	4,735	4,800	77.8%	1.4%
Instructor/Training Revenue	16,000	15,400	16,400	15,400	0.0%	-6.1%
Developer Reimbursement/Revenue				0		
4-S Ranch Reim Personnel	0		0	0		
Rancho Cielo	136,640	102,500	150,000	150,000	46.3%	0.0%
Lease Revenue				0		
AMR (formerly Rural Metro)	77,773	78,900	80,840	83,900	6.3%	3.8%
Verizon	78,427	75,500	73,671	76,500	1.3%	3.8%
NCDJPA	20,859	26,400	22,977	23,300	-11.7%	1.4%
RSF Association	77,760	82,500	82,496	85,000	3.0%	3.0%
Verizon (Generator)	743	700	699	700	0.0%	0.2%
Administrative Fees	750,941	215,190	222,699	228,700	6.3%	2.7%
Subtotal	12,036,346	11,634,700	12,186,133	12,088,800	3.9%	-0.8%
Expenditures - (GF)						
- Personnel	9,081,919	8,992,531	9,193,552	9,677,200	7.6%	5.3%
- Contractual Costs; Material & Supplies; PY Expenses	1,315,707	1,766,100	1,706,470	1,682,700	-4.7%	-1.4%
Subtotal	10,397,625	10,758,531	10,900,022	11,359,800	5.6%	4.2%
- Depreciation Expense	756,854	749,600	728,468	669,800	-10.6%	-8.1%
Total Operating Expenditures	11,154,479	11,508,100	11,628,490	12,029,600	4.5%	3.4%
Operating Surplus (Deficit)	881,867	126,700	557,643	59,200		
- Project Expenditures						
- Other Expenditures - Capital	31,629	1,009,100	101,289	1,521,300		
Total Expenditures (minus depreciation)	10,429,255	11,767,600	11,001,311	12,881,000		
Net Surplus (Deficit)	\$1,718,527	(\$132,900)	\$1,184,821	(792,300)		
- Other financing sources (transfers in/out)	0	0	0	0		
Cash Surplus (Deficit)	1,718,427	(132,900)	1,184,721	(792,300)		
Designated Capital Revenue						
Annexation Fees						
Fire Mitigation Fee Interest	697	700	697	700		
Fire Mitigation Fees	395,822	233,700	395,822	376,100		
Subtotal	396,518	234,300	396,519	376,800		
Designated Capital Revenue Expenditures						
FMF Expenditures						
Transfer in/out	0	108,700	0	108,700		
Total Expenditures - (FMF)	0	108,700	0	108,700		
Cash Surplus (Deficit)	396,519	\$125,700	\$396,519	268,100		
Prior Year Adjustments						
RESERVE Surplus (Deficit) - All Funds	2,115,046	(7,300)	1,581,340	(524,200)		

FY15

CAPITAL EXPENDITURES

GENERAL FUND

&

FIRE MITIGATION FUND

SUMMARY OF PROPOSED CAPITAL EXPENDITURES - EQUIPMENT
FISCAL YEAR 14-15

GENERAL FUND

ASSETS

Description	FY12	FY13	FY14	Est (6-30-14)	FY15	FY16	FY17	FY18	FY19
Rescue Tool					\$ 30,000				
Printer Plotter			\$ 19,427	\$ 18,104					
Generator (Admin)	\$ -	\$ -	\$ 39,800	\$ 25,206	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ 59,227	\$ 43,310	\$ 30,000	\$ -	\$ -	\$ -	\$ -

FIRE MITIGATION FUND

ASSETS

Description	FY12	FY13	FY14	Est (6-30-14)	FY15	FY16	FY17	FY18	FY19
No proposed expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Proposed Asset Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ 59,227	\$ 43,310	\$ 30,000	\$ -	\$ -	\$ -	\$ -

**SUMMARY OF PROPOSED CAPITAL EXPENDITURES - FACILITY
FISCAL YEAR 14-15**

GENERAL FUND

FACILITY REPLACEMENT - IMPROVEMENT

Project #	Description	Funding %	Project Exp - YTD	FY12	FY13	BUDGET FY14	Est FY14	FY15	FY16	FY17	FY18	FY19
15-01	Replacement of Air Conditioning Units @ RSF1	100%						\$175,000				
Future Proj.	Ground Cover @ Station 4	100%										
03-01	Replacement of Fairbanks Fire Station - <i>Committee Approved (FY04)</i>	25%										
	Design & Construction		\$ 4,727,746.00	\$ 431,135.69								
	Furnishings & Equipment - New		\$ 11,721.16	\$ 3,651.82								
09-03	Administration Building (New) <i>Committee Approved (08/09)</i>	25%										
	Facility		\$ 1,711,738.89									
	Furnishings & Equipment - New		\$ 188,392.24			\$ -						
10-01	Microwave Metropolitan Area Wireless Network <i>Committee Approved (FY10) - Est \$153,000</i>	25%	\$ -	\$ 2,035.35		\$ 36,215	\$ -	\$ 36,215	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL			\$ 436,822.87		\$ 36,215	\$ -	\$ 211,215	\$ -	\$ -	\$ -	\$ -

FIRE MITIGATION FUND

FACILITY REPLACEMENT/IMPROVEMENT

Project #	Description	Funding %	Project Exp - YTD	FY12	FY13	BUDGET FY14	Est FY14	FY15	FY16	FY17	FY18	FY19
03-01	Replacement of Fairbanks Fire Station - <i>Committee Approved (FY04)</i>	75%										
	Design & Construction		\$ 3,892,729.00	\$ 1,293,407.07		\$ -						
	Furnishings & Equipment - New		\$ 10,644.26	\$ 10,955.47		\$ -						
09-03	Administration Building (New) <i>Committee Approved (FY09)</i>	75%				\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
	Facility		\$ 1,711,738.89									
	Furnishings & Equipment - New		\$ 172,100.47									
10-01	Microwave Metropolitan Area Wireless Network <i>Committee Approved (FY10) - Est \$153,000</i>	75%	\$ -	\$ 6,106.06		\$ 108,644	\$ -	\$ 108,644	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL			\$ 1,310,468.60		\$ 108,644	\$ -	\$ 108,644	\$ -	\$ -	\$ -	\$ -
	TOTAL			\$ 1,747,291.46		\$ 144,859	\$ -	\$ 319,859	\$ -	\$ -	\$ -	\$ -

**SUMMARY OF PROPOSED CAPITAL EXPENDITURES - VEHICLE & APPARATUS
FISCAL YEAR 15**

GENERAL FUND

VEHICLE & APPARATUS REPLACEMENT

ID/Vehicle Type	Year	FY12	FY13	BUDGET FY14	Est (6-30-14) FY14	FY15	FY16	FY17	FY18	FY19
Reserve Vehicles										
0383 - Command	2003									
0781 - Command	2007									
9611 -Engine - (Type I)	1996									
9511 -Engine - (Type I)	1995									
VEHICLE REPLACEMENT RESERVES										
0211 - Engine (Type I)	2002			\$ 685,000	→	\$ 600,000			380,000	
0261 - Water Tender	2002									
0262 - Brush (Type III)	2002							\$ 440,000		
0281 - Staff	2002									
0311 - Engine - (Type I)	2003					\$ 630,000				
0312 -Engine - (Type I)	2003						\$ 660,000			
0382 - Staff	2003			\$ 50,000						
0384 - Staff	2003					\$ 50,000				
0561 - Brush (Type III)	2005									
0811 - Engine - (Type I)	2008									\$700,000
0881 - Command	2008			\$ 70,000						
0981 - Staff	2009									
0982 - Staff	2009									
1081 - Staff	2001									
1181 - Staff	2011	\$ 4,512			\$ 28,989					
1281 - Command	2012	\$ 39,390			\$ 28,989					
1282 - Command	2012	\$ 42,801								
1381 - Staff (Vehicle Purchase to replace ID 0281)	2013	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 86,702	\$ 805,000	\$ 57,979	\$ 1,280,000	\$ 660,000	\$ 440,000	\$ 380,000	\$ 700,000	

FIRE MITIGATION FUND

VEHICLE & APPARATUS REPLACEMENT

ID/Vehicle Type	Year	FY12	FY14	Est (6-30-14) FY14	FY15	FY16	FY17	FY18	FY19
Nothing planned				\$ -		\$ -	\$ -	\$ -	\$ -
TOTAL		<u>\$ 86,702</u>	<u>\$ 805,000</u>	<u>\$ 57,979</u>	<u>\$ 1,280,000</u>	<u>\$ 660,000</u>	<u>\$ 440,000</u>	<u>\$ 380,000</u>	<u>\$ 700,000</u>

FY15

ORGANIZATION CHART
PERSONNEL
EQUIPMENT
FACILITY
FLEET

AUTHORIZED PERSONNEL

Positions	FY 14 Authorized	Changes	FY15
<i>Fire Administration</i>			
Fire Chief	1	0	1
Deputy Chief	1	0	1
Fire Marshal ¹	1	0	1
Administrative Manager	1	0	1
Battalion Chief	4	0	4
Staff Assistant/Office Support Coordinator (Admin & Prevention)	2	0	2
Accounting Specialist	1	0	1
Deputy Fire Marshal	1	0	1
Fire Prevention Specialist	1	0	1
Public Education Coordinator	1	0	1
Fire Prevention Specialist II/Forester	1	0	1
EMS Coordinator	1	0	1
Fire Services Assistant	1	0	1
<i>Suppression</i>			
Captain	12	0	12
Engineer	12	0	12
Firefighter/Paramedic	15	0	15
TOTAL	56	1	56

1. Fire Marshal – included in FY15 budget

Board of Directors

Fire Chief

Fire Prevention Bureau

Code Development	Fire Investigation
Code Compliance	Public Information
Inspections	Hazard Abatement
Community Preparedness	Plan Review
Public Education / Relations	Planning

Emergency Operations

Emergency Scene Management	Safety Program	Fleet Maintenance
Pre Incident Planning	Training	Fuel Station(s) / Monitoring
Incident Documentation	Planning	Facilities / Maintenance
Hazardous Materials	Emergency Preparedness	Maps / GIS / Hydrants
Emergency Medical	Communications	Engine Company Programs
Technical Rescue	Performance Evaluations	Mutual Aid / Zone Coordination

Administration

Office Management
Fiscal Oversight
Budget
Payroll
Human Resources
Accts receivable /payable
Information Management

Fire Marshal

Public Education Coordinator

Operations Deputy Chief

IT Tech

Administrative Manager

Deputy Fire Marshal

Battalion Chief: Training

Battalion Chief (3)

EMS Coordinator

Accounting Specialist

Staff Assistant

Office Support Coord

Fire Prevention Specialist

Fire Service Assistant

Fire Prevention Specialist II/ Forester

Rancho Station 1

4-S Station 2

Fairbanks Station 3

Cielo Station 4

Captains (3)
Engineers (3)
FFPM (6)

Captains (3)
Engineers (3)
FFPM (3)

Captains (3)
Engineers (3)
FFPM (3)

Captains (3)
Engineers (3)
FFPM (3)

2014-2015 Equipment - DEPRECIATION EXPENSE & ACCUMULATED RESERVES

							Jun 2014		2014/15	Jun 2015
Description	Cost	Addition	Date in Service	Year in Service	Depreciation Schedule - Years	Depreciation Annual Expense	Accumulated Reserves	2015	Depreciation Expense	Accumulated Reserves
Turnout Washer	\$ 52,595.00		6/30/2005	2005	5		52,595.00	10.00		52,595.00
Hydraulic Rescue Tool	\$ 22,400.00		6/30/2005	2005	15	1,493.31	14,933.33	10.00	1,493.33	16,426.67
File Server	\$ 16,279.35		7/13/2005	2005	3		16,279.35	10.00		16,279.35
Hydraulic Rescue Tool #2	\$ 18,360.89		1/1/2008	2008	15	1,224.06	7,956.39	7.05	1,224.06	9,180.45
Thermal Imaging Camera #1	\$ 11,201.25		5/1/2009	2009	5	2,240.25	11,201.25	6.17		11,201.25
Thermal Imaging Camera #2	\$ 11,201.25		5/1/2009	2009	5	2,240.25	11,201.25	6.17		11,201.25
Copier	\$ 19,921.64		11/1/2009	2009	5	3,984.33	18,261.50	5.58	1,660.14	19,921.64
Phone System - Admin	\$ 24,495.83		3/31/2011	2011	5	4,899.17	15,918.93	4.25	4,899.17	20,818.10
Office Furnishings - Admin (Rancho Cielo)	\$ 101,728.23		3/31/2011	2011	10	10,172.82	33,054.71	4.25	10,172.82	43,227.53
File Server - Fairbanks	\$ 11,721.16		3/31/2011	2011	7	1,674.45	5,440.82	4.25	1,674.45	7,115.27
File Server - Admin	\$ 41,143.18		3/31/2011	2011	7	5,877.60	19,098.16	4.25	5,877.60	24,975.76
Board Room Dias Furnishings - Admin	\$ 21,025.00		4/16/2011	2011	10	2,102.50	6,745.28	4.21	2,102.50	8,847.78
Generator (Towable)	\$ 25,206.06		4/1/2014	2014	10	2,520.61	630.15	1.25	630.15	1,260.30
Printer-Scanner-Plotter	\$ 18,104.21		2/1/2014	2014	7	2,586.32	1,077.63	1.42	3,663.95	4,741.58
Hydraulic Rescue Tool #3	\$ 30,000.00				15	2,000.00		0.00	0.00	0.00
	\$ 425,383.05					43,015.66	214,393.73		33,398.16	247,791.93

	214,393.73
Ann Dep - 2015	33,398.16
	247,791.89
Adj Dep - 2015	0.00
Acc Dep - 2015	247,791.90

2014-15 STATION LOCATION - DEPRECIATION EXPENSE & ACCUMULATED RESERVES

Station Locations	Cost	Addition	Year in Service	Depreciation Schedule - Years	Depreciation Annual Expense	Jun 2014 Accumulated Reserves	2014	2014-15 Depreciation Expense	Jun 2015 Accumulated Reserves
16936-1/2 El Fuego (Admin)	1,294,645.00		1992	40	32,366.13	712,055.40	22.00	32,366.13	744,421.52
Admin Bldg	112,623.07		2007	26	4,331.66	40,428.76	7.00	4,331.66	44,760.41
16936 El Fuego (Stn)	2,922,332.00		1999	40	73,058.30	1,095,875.30	15.00	73,058.30	1,168,933.60
Pavers	44,176.00		2008	30	1,472.53	8,467.07	5.75	1,472.53	9,939.60
AC Refurbishing/Replacment	175,000.00			15	11,666.67			-	
6424 El Apajo Completed 03/26/2012	\$4,854,088		2012	40	121,352.20	242,704.40	2.00	121,352.20	364,056.60
16930 Four Gee Road	3,180,000.00		2003	40	79,500.00	874,500.00	11.00	79,500.00	954,000.00
16930 Four Gee Road - Training Tower	1,563,252.00		2004	40	39,081.30	390,813.00	10.00	39,081.30	429,894.30
Training Facility Concrete	27,000.00		2006	38	710.53	7,105.27	8.00	710.53	7,815.80
16930 Four Gee Road - Storage Facility	190,225.36		2007	40	4,755.63	33,289.44	7.00	4,755.63	38,045.07
18040 Calle Ambiente	3,180,000.00		2005	40	79,500.00	702,250.00	8.83	79,500.00	781,750.00
Admin Bldg (Rancho Cielo)	1,699,885.47		2011	40	42,497.14	136,107.27	3.20	42,497.14	178,604.40
	<u>19,243,226.90</u>				<u>490,292.08</u>	<u>4,243,595.90</u>		<u>478,625.41</u>	<u>4,722,221.31</u>

\$ 133,018.87

Acc Dep - 2014	30-Jun	\$ 4,243,595.90
Ann Dep - 2015		\$ 478,625.41
Adj Dep - 2015		\$ -
Acc Dep - 2015	30-Jun	<u>\$ 4,722,221.31</u>

2014-2015 Fleet Inventory & Est Cost Replacement Schedule														
Unit ID	Type	Year	Location	Replacement	Est Cost									
				Year	Replacement		2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
0211	Engine - Type I	2002	RSF2	2011/2012	685,000				\$685,000					
0261	Water Tender	2002	RHO	2016/2017	300,000								\$300,000	
0262	Brush - Type III	2002	4S	2017/2018	390,000					\$390,000				
0281	Staff	2002	Fire Prevention	2012/2013	45,000									
0311	Engine - Type I	2003	FBR	2014/2015	\$ 600,000				\$ 600,000					
0312	Engine - Type I	2003	Cielo	2015/2016	\$ 615,000					\$615,000				
0382	Staff	2003	Fire Prevention	2013/2014	\$ 50,000		\$ 50,000							
0384	Staff	2003	Fire Prevention	2014/2015	\$ 50,000				\$50,000					
0561	Brush - Type III	2005	RHO	2020/2021	\$ 450,000									
0681(1081)	Staff - Explorer	2006	EMS Coordinator											
0811	Engine - Type I	2008	RHO	2018/2019	\$ 600,000						\$600,000			
0881	Command	2008	Fire Chief	2013/2014	\$ 70,000		\$ 70,000							\$70,000
0981	Staff	2009	Utility - RHO	2018/2019	\$ 80,000								\$80,000	
0982	Command	2009	Training Chief	2014/2015	\$ 75,000									\$75,000
1181	Staff	2011	Public Education Coordinator	2020/2021	\$ 42,000									
1281	Command	2012	Battalion Chief	2021/2022	\$ 77,124									
1282	Staff	2012	Fire Prevention	2021/2022	\$ 47,500									
1381	Staff - Escape	2013	Fire Prevention	2019/2020	\$ 41,118									
1481	Staff - Explorer	2013	Fire Prevention	2021/2022	\$ 37,686									
1482	Staff - Explorer	2013	Fire Prevention	2021/2022	\$ 37,686									
RESERVE														
0383	Command	2003	Reserve - RSF4											
0781	Command	2007	Battalion Chief	RESERVE										
9511	Engine - Type I	1995	Reserve - RSF2											
9611	Engine - Type I	1996	Reserve - RSF3				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
					\$ 4,293,115		\$ -	\$ 120,000	\$ 1,335,000	\$ 1,005,000	\$ 600,000	\$ -	\$ 380,000	\$ 145,000

Asset No	Description	Year	Location	Est Replacement	Actual Cost	Date in Service	Depreciation Schedule	Annual Depreciation	June 30, 2014 Accumulated Depreciation	2015	2015 (Inc Adj)	June 30, 2015 Accumulated Depreciation
0211	Engine - Type I	2002		2011/2012	\$ 430,996.00	1-Jul-02	10	\$ 43,099.60	\$ 430,996.50	13.00		\$ 430,996.50
0261	Water Tender	2002		2016/2017	\$ 204,528.00	1-Jul-02	15	\$ 13,635.20	\$ 170,439.80	13.00	\$ 13,635.20	\$ 184,075.00
0262	Brush - Type III	2002		2017/2018	\$ 278,104.00	1-Jul-02	15	\$ 18,540.27	\$ 231,753.08	13.00	\$ 18,540.27	\$ 250,293.35
0281	Staff	2002		2012/2013	\$ 20,843.00	1-Jul-02	5	\$ 4,168.60	\$ 20,843.00	13.00		\$ 20,843.00
0311	Engine - Type I	2004		2013/2014	\$ 412,007.00	30-Jun-04	10	\$ 41,200.70	\$ 412,007.00	11.00		\$ 412,007.00
0312	Engine - Type I	2004		2014/2015	\$ 412,007.00	30-Jun-04	10	\$ 41,200.70	\$ 412,007.00	11.00		\$ 412,007.00
0382	Staff	2003		2012/2013	\$ 29,640.00	30-Jun-04	5	\$ 5,928.00	\$ 29,640.00	12.00		\$ 29,640.00
0384	Staff	2003		2011/2012	\$ 32,787.00	30-Jun-04	5	\$ 6,557.40	\$ 32,787.00	12.00		\$ 32,787.00
0561	Brush - Type III	2005		2020/2021	\$ 287,663.00	30-Jun-05	15	\$ 19,177.53	\$ 182,833.50	10.00	\$ 19,177.53	\$ 202,011.03
0681(1081)	Staff - Explorer	2006	EMS Coordintor	2015/2016	\$ 8,400.00	24-Aug-11	10	\$ 840.00	\$ 8,256.62	9.85	\$ 143.38	\$ 8,400.00
0811	Engine - Type I	2008		2018/2019	\$ 483,367.58	1-Apr-08	10	\$ 48,336.76	\$ 302,104.74	7.25	\$ 48,336.76	\$ 350,441.50
0881	Command	2008		2014/2015	\$ 43,291.22	7-Nov-07	5	\$ 8,658.24	\$ 43,291.22	7.67		\$ 43,291.22
0981	Staff	2009		2014/2015	\$ 29,842.38	1-Mar-09	5	\$ 5,968.48	\$ 28,847.63	6.33	\$ 994.75	\$ 29,842.38
0982	Command	2009		2014/2015	\$ 42,294.21	30-Jun-09	5	\$ 8,458.84	\$ 38,064.79	6.00	\$ 4,229.42	\$ 42,294.21
1181	Staff - Explorer	2011		2016/2017	\$ 27,385.48	1-Jun-11	5	\$ 5,477.10	\$ 15,045.24	4.08	\$ 5,477.10	\$ 20,522.34
1281	Command - Exp	2012		2021/2022	\$ 64,270.30	1-Jul-12	5	\$ 12,854.06	\$ 32,135.15	3.00	\$ 12,854.06	\$ 44,989.21
1282	Staff - Ford F150	2012		2021/2022	\$ 50,555.58	1-May-12	5	\$ 10,111.12	\$ 25,277.79	4.20	\$ 10,111.12	\$ 35,388.91
1381	Staff - Escape	2013		2020/2021	\$ 35,064.29	1-Jun-13	6	\$ 5,844.05	\$ 6,623.25	2.08	\$ 12,175.10	\$ 18,798.36
1481	Staff - Explorer	2014		2021/2022	\$ 28,989.47	7-Apr-14	6	\$ 4,831.58	\$ 1,207.89	1.25	\$ 6,039.47	\$ 7,247.37
1482	Staff - Explorer	2014		2021/2022	\$ 28,989.47	7-Apr-14	6	\$ 4,831.58	\$ 1,207.89	1.25	\$ 6,039.47	\$ 7,247.37
1411	New Engine	2014	TBD - Cost Estimate	2024/2025	\$ 600,000.00	TBD	12	\$ 50,000.00	\$ -	1.00		
RESERVE												
0383	Command	2003	Reserve - RSF4		\$ 34,881.00	30-Jun-04	5		\$ 34,881.00	12.00	\$ -	\$ 34,881.00
0781	Command	2007		RESERVE	\$ 64,814.02	31-Dec-06	5		\$ 64,814.02	8.50		\$ 64,814.02
9511	Engine - Type I	1995	Reserve - RSF2		\$ 129,234.84				\$ -	20.00	\$ -	\$ -
9611	Engine - Type I	1996	Reserve - RSF3		\$ 475,000.00				\$ 475,000.00	19.00		\$ 475,000.00
					\$ 4,254,954.84			\$ 359,719.80	\$ 3,000,064.13	\$ 157,753.63		\$ 3,157,817.76