



## 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

September 10, 2014  
Regular Meeting  
1:00 pm PT

### **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. **Special Presentation**
  - a. Burn Institute
    - i) Trophy presentation to the Fire Chief, Fire District and Rancho Santa Fe Professional Firefighters Local 4349
  - b. Certificate of Recognition
    - i) A certificate will be presented to Captain Greg Rainville for a CPR save
3. Public Comment
4. 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.

5. Consent Calendar
  - a. Board of Directors Minutes
    - i) Board of Directors minutes of August 13, 2014
    - ii) Board of Directors minutes of August 26, 2014

ACTION REQUESTED: **Approve**

- b. Receive and File
- i) Monthly/Quarterly Reports – ACTION REQUESTED: Information
- 1) List of Demands Check 25400 thru 25486 for the period August 1 – August 31, 2014 totaling:  
\$ 203,699.07
- Payroll for the period August 1 – August 31, 2014  
TOTAL DISTRIBUTION  
\$ 484,991.93
- \$ 688,691.00
- 2) Activity Reports –August 2014
- Operations
  - Training
  - Fire Prevention
- 3) District Articles
- 4) Correspondence - letters/cards were received from the following members of the public:
- City of Santee
  - Burr

6. Public Hearing
- a. Final Budget Fiscal Year 2014/2015  
To call for any taxpayer to appear and be heard regarding the increase, decrease or omission of any budget item, or for the inclusion of additional items prior to adoption by the Board of Directors  
ACTION REQUESTED – Public Input
7. Old Business
- a. None
8. Resolution/Ordinance
- a. Resolution No. 2014-12  
To discuss and/or adopt Resolution No. 2014-12 – *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Committed and/or Constrained Fund Balances for FY14  
ACTION REQUESTED: ADOPT
9. New Business
- a. Call for Nominations to the Local Agency Formation Advisory Committee  
To discuss possible candidates as a regular special district member to LAFCO.  
ACTION REQUESTED: Nominate candidate
- b. Succession Plan for District Personnel  
A presentation will be made to review and discuss strategies and a work plan for succession planning of district personnel.  
ACTION REQUESTED: Information
- c. Final Budget FY 2014/2015  
To discuss and/or approve Final Budget for FY15  
ACTION REQUESTED: Approve
- d. Budget Authorization  
To discuss and/or approve a phone system upgrade. Staff Report 14-23  
ACTION REQUESTED: Select vendor for repair, authorize expenditure, and authorize the fire chief to execute agreement.

**10. Oral Report**

- a. Fire Chief – Michel
  - i) CSA 107 Elfin Forest/Harmony Grove – Update
  - ii) LAFCO Application – Update
  - iii) Horn's office staff ride
  - iv) District Activities
    - Fire Prevention Week – *October 4, 2014*
    - Pancake Breakfast – *October 12, 2014* at RSF1
- b. Operations – Deputy Chief
- c. Training – Battalion Chief
- d. Fire Prevention – Fire Marshal
- e. Administrative Manager
- f. Board of Directors
  - i) North County Dispatch JPA – Update
  - ii) County Service Area – 17 – Update
  - iii) Comments

**11. Closed Session**

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54957:

PUBLIC EMPLOYEE EMPLOYMENT CONTRACT  
Title: Fire Chief

**12. Adjournment**

The next regular Board of Directors meeting to be held October 8, 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 Regular Meeting Agenda  
Wednesday, September 10, 2014 1:00 pm PT

CERTIFICATION OF POSTING

I certify that on September 5, 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 September 5, 2014

*Karlene Rannals*  
\_\_\_\_\_  
Karlene Rannals  
Board Clerk



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES – August 13, 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*

Battalion Chief Davidson 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; Jim Sturtevant, Battalion Chief; Renee Hill, Fire Marshal; and Karlena Rannals, Board Clerk

**2. Special Presentation**

a. Badge Presentations

Chief Michel welcomed all in attendance. Chief Michel provided a background of Ms. Renee Hill's education and career with the District. He reviewed the roles and responsibility of the Fire Marshal position that she will assume. A Fire District badge was presented to Renee Hill, Fire Marshal. Chiefs' Michel, Gibbs and Davidson congratulated her on her promotion.

President Ashcraft on behalf of the Board of Directors offered her congratulations and wished her continued success in her new role.

**3. Public Comment**

No one requested to speak to the board.

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

MOTION BY DIRECTOR MALIN, 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

**5. Consent Calendar**

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, 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

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a. Board of Directors Minutes

- i) Board of Directors minutes of June 24, 2014
- ii) Board of Directors minutes of July 22, 2014

b. Receive and File

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

1) List of Demands Check 25161 thru 25270 for the period June 1 – June 30, 2014 totaling:

\$ 513,434.55

Payroll for the period June 1 – June 30, 2014 \$ 483,995.94

TOTAL DISTRIBUTION \$ 997,430.49

2) List of Demands Check 25271 thru 25399 for the period July 1 – July 31, 2014 totaling:

\$1,281,082.33

Payroll for the period July 1 – July 31, 2014 \$ 506,878.77

TOTAL DISTRIBUTION \$1,787,961.10

3) Budget Review – July 1, 2013 – June 30, 2014

4) Statement of Cash Assets – June 30, 2014

5) Activity Reports –June-July 2014

- Operations
- Training
- Fire Prevention

6) District Articles

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

- City of Carlsbad
- Assembly Member Maienschein
- North County Dispatch JPA

c. Conflict of Interest Code: Local Agency Biennial Review

By consent, the Board of Directors certified that no amendments are necessary and authorized the Fire Chief to sign as the Chief Executive Officer the 2014 Biennial Review Reply Form.

d. Resolution 2014-08

By consent, the Board of Directors adopted the resolution *entitled* Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting a Pay Schedule in Accordance With California Code Of Regulations, Title 2, Section 570.5.

6. Public Hearing

a. Fire Mitigation Fee Multi-Year Facilities and Equipment Plan – Proposed Resolution No. 2014-09

President Ashcraft opened and closed the public hearing. Karlena Rannals informed the Board that she had not received any communication regarding the FMF Multi-year plan.

7. Old Business

None

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**8. Resolution/Ordinance**

a. Resolution No. 2014-09

Chief Michel informed the Board that the resolution presented is a part of the summary report prepared each year for the County of San Diego (due August 29) for the Fire Mitigation Fee program. The District is submitting for a new software program to serve the fire prevention section. The software (customized) was developed in an old platform (FoxPro) and is in need of an upgrade. We believe that we can justify the need based upon the new growth within the district. Staff responded to questions from the board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and APPROVED Resolution No. 2014-09 *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting the Fire Mitigation Fee Fund Multi-Year Plan on a roll call vote:

AYES: Ashcraft, Hillgren, Malin, Stine, Tanner

NOES: None

ABSTAIN: None

ABSENT: None

**9. New Business**

a. Sale of Surplus Equipment

Chief Gibbs summarized the staff report provided. Staff solicited a request for proposal for the consignment sale of a 1995 Saulsbury fire engine and only two responses were received and both did not meet the intent of the request for proposal. However, the response from Fire Etc. a local vendor stated they were not interested in consignment but would be interested in an outright purchase if there were no takers on the consignment sale. After several rounds of negotiations, an "as is" offer of \$20,000 cash, or \$25,000 in store credit was given. If approved, the store credit will be used to offset planned purchases during the next fiscal year. He noted the terms of the sale as well as the indemnity agreement was reviewed and approved by District counsel.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, and APPROVED 5-0 the approve staff's recommendation sell the 1995 Saulsbury fire engine to Fire Etc., in exchange for a \$25,000 store credit.

b. Special Meeting Schedule

Chief Michel requested the board members consider a special meeting to review, discuss and/or approve the LAFCO application to begin the reorganization process with CSA 107 (Elfin Forest/Harmony Grove). At the conclusion of the discussion, the board by consensus, agreed to schedule a special Board of Directors meeting on August 26, 2014 at 10 am.

**10. Oral Report**

a. Fire Chief – Michel

i) CSA 107 – Elfin Forest/Harmony Grove – Update: he informed the board that Shirley Anderson is moving along with the application. He noted that there could be an obstacle in reference to the

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CSA-17 Ambulance District. He is working with LAFCO and County staff who may consider submitting a parallel application. He stated that there is a lot of work needed to complete the packet, and he intends to have the document ready for review for the special meeting. He and Karlene Rannals met with the representatives of the Elfin Forest/Harmony Grove Foundation. There may be an opportunity to repurpose their foundation once the reorganization is complete. The meeting was productive and positive.

- ii) Countywide Elected Officials/Fire Chief Meeting Discussing County Fire Services: President Ashcraft and Chief Michel attended this meeting held July 31, 2014. They reported that the meeting was good; however, they did not believe overall that all elected officials in attendance wanted to hear anything about preventative maintenance. There was also frustration expressed by the County Fire Chiefs on the misrepresentation of money spent on the May fires. There will be follow-ups resulting from this meeting.
- iii) District Activities:
  - Pancake Breakfast – *October 12, 2014* at RSF1 – information only.

b. Operations – Deputy Chief

Chief Gibbs summarized the previous two months activity. The district call volume is down 1% and fuel moistures continue to decline, as of this date 46%. He reported on the significant activity to include: 1) Wildland fire in Elfin Forest; 2) electrical fire on Via De Santa Fe; and 3) garage fire on Lone Dove, which resulted in a minimum loss because of the residential sprinkler activation. He also reported that personnel were sent as a part of strike teams to the 1) Banner Fire; 2) Sierra Fire; 3) Eller Fire; and 4) Lodge Fire.

He informed the board that the countywide initiative PulsePoint started July 1. This is an “app” that can be downloaded to an individual phone and will detect the closest AED in the area for use in the event of a cardiac event. Also, Captain Rainville on his way to the zoo with his family in San Diego came upon a cardiac event and started CPR. He was able to get a pulse prior to the San Diego units arriving on scene.

c. Training – Battalion Chief

Chief Davidson summarized the training activity for June/July. It included:

- i) Active Shooter
- ii) Sidewalk CPR (held at two locations)
- iii) Promotional Exams
  - (1) Captain Exam – 5 candidates, 2 successfully passed
  - (2) Engineer Exam – 8 candidates, 8 successfully passed
  - (3) Driver/Operator Exam – 2 candidates, 2 successfully achieved certification
- iv) EMS Protocol Update
- v) Fire Control 3 Class (used for live burns), cost shared with City of Carlsbad
  - He also reported that the audiovisual upgrade for the training rooms at RSF2 and RSF4 was complete.

d. Fire Prevention – Fire Marshal

FM Hill summarized the activity for the previous two months. She reported that the “new construction” square footage for June was down; however, it rebounded in July. Because of the May fires, there has

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been a significant increase in the requests for presentations to homeowners associations. She distributed a chart showing the status of their efforts for the removal of dead and dying eucalyptus trees and she reported that the nuisance alarm ordinance became effective on August 10.

e. Administrative Manager

- i) Fiscal Year 2013-14 Audit: she reported that the financial audit would commence September 24-25.
- ii) CalPERS Educational Forum 2014 – October 26-29 | Riverside Convention Center: she confirmed that two board members (Ashcraft, Stine) would attend the conference.
- iii) General Election – November 4, 2014: she reported that there are three candidates for two open seats on the Fire District Board of Directors.

f. Board of Directors

- i) North County Dispatch JPA – Update: Ashcraft – no report. The meeting scheduled for August 22, 2014 was cancelled.
- ii) County Service Area – 17 – Update: Hillgren – she reported that at the August 5, 2014 Peter Zavani was re-elected as a Member at Large, as a part of the financial review, there will be no change in transport fees, and the next meeting is scheduled for November 4, 2014.
- iii) Comments
  - Malin – informed the board of the 18.4% ROI for CalPERS; however, there was no mention of future rate increases. The pensions are funded at 76%.
  - Stine – He met with Julie Taber, Public Education Coordinator to assist with opportunities to create an FAQ for the schools and suggested that she try to attend PTA meetings as a part of our outreach.
  - Ashcraft – informed the board that he met with representatives of firefighter's labor union about disciplinary policies, and he reported that they were informed that those types of policies are operational in nature and should not come to the board. Because of the meeting, the union has a better understanding of the board's position. Chief Michel noted that the Board of Directors would review and adopt all policies that have any potential liability to the district.

11. Adjournment

Meeting adjourned at 2:28 pm.

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Karlena Rannals  
Secretary

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James H Ashcraft  
President



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
SPECIAL BOARD OF DIRECTORS MEETING  
MINUTES – August 26, 2014**

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 10:00 am.

*Pledge of Allegiance*

Chief 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; Jim Sturtevant, Battalion Chief; Bret Davidson, Battalion Chief; Renee Hill, Fire Marshal and Karlena Rannals, Board Clerk

**2. Public Comment**

Nona Barker, CSA 107 Advisory Board Member thanked the Rancho Santa Fe Fire Protection District Board and staff for all of the efforts in preparing the LAFCO application, and the willingness to reorganize with CSA 107 (Elfin Forest/Harmony Grove).

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

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, 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. New Business**

a. LAFCO Application

Chief Michel introduced Shirley Anderson, LAFCO Consultant who assisted the District staff in preparation of the application that was distributed to the board for review. Directors Ashcraft and Malin agreed to serve the ad hoc committee members to review in detail the content of the application. Chief Michel reminded the board that the application is not binding, and if the district is unsuccessful in negotiations with the County of San Diego for funding the reorganization, the district can decide not to sign the final LAFCO agreement. The board discussed in detail the application and the consultant and staff responded to questions from the board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, APPROVED 5-0 to submit the application, as corrected, to LAFCO to begin the process to reorganize the Rancho Santa Fe Fire Protection District and CSA 107 (Elfin Forest/Harmony Grove).

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b. Ad Hoc Committee Appointment

Chief Michel requested the appointment of an ad hoc committee to meet with representatives from two homeowners associations to discuss the calculation of operational expenses defined in the reimbursement agreements for the Rancho Cielo fire station.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and APPROVED 5-0 to appoint Directors Ashcraft and Hillgren to serve as members of the ad hoc committee to meet with staff and the homeowner association representatives.

5. Resolution/Ordinance

a. Resolution No. 2014-10

Chief Michel reported that he received a call from the General Manager for Rincon Del Diablo Water District inquiring why the water district had not been included in the reorganization discussions. Chief Michel informed the board, that while the water district does have the authority to provide fire protection, the district contracts with the City of Escondido for services. He advised the board that the City of Escondido and San Marcos Fire Chiefs were a part of the initial discussions regarding the reorganization CSA-107 with the County of San Diego. Chief Michel mentioned that the General Manager stated that Rincon Del Diablo Water District would only be interested in providing service to the Harmony Grove area of CSA 107. He told the board that he does not know if this will create an obstacle with the application.

Chief Frank Twohy, Fire Chief for CSA 107 offered the following language to keep the two communities together and requested the board consider amending the resolution:

**WHEREAS**, the proposed Reorganization fosters and enhances logical and reasonable development of public agencies while protecting the long standing social, economic, and cultural ties of the Elfin Forest, Harmony Grove and Rancho Santa Fe communities.

The Board of Directors agreed that the language was appropriate and requested staff amend the document for signature.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and APPROVED as amended, the Resolution to Make Application by the Board of Directors of the Rancho Santa Fe Fire Protection District Requesting The Local Agency Formation Commission to Take Proceedings for Reorganization of the Rancho Santa Fe Fire Protection District and County Service Area No. 107 (Elfin Forest/Harmony Grove A Resolution No. 2014-10 *entitled A Resolution of Application by the Board of Directors of the Rancho Santa Fe Fire Protection District Requesting the Local Agency Formation Commission to Take Proceedings for Reorganization of the Rancho Santa Fe Fire Protection District and County Service Area No. 107 (Elfin Forest/Harmony Grove)* on the following roll call vote:

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

b. Resolution No. 2014-11

Karlena Rannals informed the board that the purpose of this resolution is in anticipation of adding volunteers because of the reorganization. State law requires the district to adopt a resolution designating volunteer worker as "employees" for the purpose of workers compensation coverage. In addition, staff is evaluating various options to minimize the district's exposure in providing coverage.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR STINE, and APPROVED *entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Designating Volunteer Workers as "Employees" for the Purpose of Workers' Compensation Coverage and Providing Workers Compensation Coverage for Volunteer Workers* on the following roll call vote:

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

*Ten-minute recess*

6. Closed Session

Pursuant to sections listed, the board met in closed session from 11:10 – 12:22 pm to discuss the following:

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

CONFERENCE WITH LABOR NEGOTIATORS

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

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

Under Negotiation: Appeals process cited within Memorandum of Understanding

b. With respect to every item of business to be discussed in closed session pursuant to Section 54957:

PUBLIC EMPLOYEE EVALUATION

Title: Fire Chief

*All board members listed and Chief Michel attended the closed session. Chief Gibbs attended a portion of the session.*

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

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7. Adjournment

Meeting adjourned at 12:23 pm.

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Karlena Rannals  
Secretary

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James H Ashcraft  
President

# Rancho Santa Fe Fire Protection District

## List of Demands ~ August 2014

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
25400	\$11.99	4S Ranch Gasoline & Carwash LP	Car Wash
25401	\$354.00	Accme Janitorial Service Inc	Building ADMIN
25402	\$109.47	AT&T	Telephone ADMIN
25403	\$293.95	AT&T Calnet 2	Telephone RSF1/3/ADMIN & NCDJPA
25404	\$1,053.37	Blend	Outside Printing & Binding
25405	\$858.00	C.A.P.F.	Disability/Life Insurance
25406	\$1,200.00	Charles Z Fedak & Company	Accounting-Audit Services
25407	\$129.68	Complete Office of California Inc	Office Supplies
25408	\$2,500.00	Engineered Mechanical Services Inc	Building RSF2
25409	\$735.60	Fitch Law Firm Inc	Legal Services
25410	\$1,911.05	Konica Minolta Business Inc	Copier Maintenance Contract
25411	\$1,301.15	Santa Fe Irrigation District	NCDJPA & Water RSF1
25412	\$595.00	Scott Davis Consulting	Computer Programming - Custom FP & PR
25413	\$75.00	SDCFCA - Admin Section	Association Dues
25414	\$3,712.59	SoCo Group Inc	Gasoline & Diesel Fuel
25415	\$19.77	U P S	Shipping Service
25416	\$1,330.36	Waste Management Inc	Trash RSF1/2/3/4
25417	\$5,798.06	WinTech Computer Services	Consulting Services & Routers
25418	\$6.00	4S Ranch Gasoline & Carwash LP	Car Wash
25419	\$436.00	A to Z Plumbing Inc	Station Maintenance - RSF 2
25420	\$57.24	ABC Mowers & Supply	Apparatus Tools/Equipment Repair
25421	\$338.91	AT&T Calnet 2	Telephone RSF1/2/4/ADMIN & NCDJPA
25422	\$4,804.51	CDW Government Inc.	New Lap Tops/Computers
25423	\$73.07	Complete Office of California Inc	Office Supplies
25424	\$2,720.00	County of SD/RCS	CAP Code Paging Service-Monthly Service & 800 MHz Network Admin Fees
25425	\$2,775.45	Dell Marketing	Computer/Printer Replacement
25426	\$26.83	FedEx	Shipping Service
25427	\$3,866.03	Fire ETC Inc	Safety Clothing (Protective), Safety Equipment & Fire Hose, Nozzles & Supply
25428	\$2,870.00	Liebert Cassidy Whitmore	LCW Training Consulting
25429	\$10,208.16	MES California	Fire Hose, Nozzles & Supply
25430	\$251.79	Metro Fire & Safety Inc	Extinguishers - Service & Purchase
25431	\$63.10	Napa Auto Parts Inc	Apparatus Parts & Supplies
25432	\$2,532.04	NetX Information Systems, Inc.	Computer - License/Software

# Rancho Santa Fe Fire Protection District

## List of Demands ~ August 2014

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
25433	\$1,733.00	Olivenhain Municipal Water District	Water RSF2/3/4
25434	\$1,385.90	Parkhouse Tire, Inc.	Tires & Tubes
25435	\$100.00	RSFPFA	RSF Prof FF Assoc - Training room
25436	\$10,979.88	San Diego Gas & Electric	Elec/Gas/Propane RSF1/2/3/4/ADMIN
25437	\$68.60	Savmart Pharmaceutical Service	CSA-17 Contract
25438	\$2,835.42	SoCo Group Inc	Gasoline & Diesel Fuel
25439	\$64.00	State of CA Dept of Justice	Background Investigation
25440	\$494.73	TelePacific Communications	Telephone ADMIN
25441	\$200.00	Tenger, James	CSA-17 Contract Reimbursement
25442	\$1,772.88	ThyssenKrupp Elevator Inc	Elevator Service & NCDJPA
25443	\$83.59	Time Warner Cable	Cable Service - Admin
25444	\$33.47	U P S	Shipping Service
25445	\$674.01	Uniforms Plus	Uniform - Safety Personnel
25446	\$247.29	United Imaging	Office Supplies
25447	\$190.11	Blend	Outside Printing & Binding
25448	\$2,951.84	COR Security Inc	Omnilock Supplies
25449	\$70.00	CVCEFCU	Meetings/Meal Expenses - Hanneman's Retirement
25450	\$780.00	Dennis Sceville Backflow	Building RSF1/2/3/4
25451	\$2,317.51	Direct Energy Business - Dallas	Elec/Gas/Propane RSF1
25452	\$466.64	Engineered Mechanical Services Inc	Building RSF1
25453	\$876.08	Johnson Equipment Co	Repair - ID 1181
25454	\$162.50	Liebert Cassidy Whitmore	Legal Services
25455	\$590.64	Lincoln National Life Ins Co	Disability/Life Insurance
25456	\$197.76	Metro Fire & Safety Inc	Extinguishers - Service & Purchase
25457	\$21.59	Napa Auto Parts Inc	Apparatus Parts & Supplies
25458	\$50.00	SDCTOA	Association Dues
25459	\$2,451.06	SoCo Group Inc	Gasoline & Diesel Fuel
25460	\$19.74	U P S	Shipping Service
25461	\$698.87	Uniforms Plus	Uniform - Prevention
25462	\$369.00	A to Z Plumbing Inc	Building RSF1/2 & NCDJPA
25463	\$15,548.54	Advanced Communications Systems Inc	Radio (Mobile Repair), Radio Equipment Minor & Radio Equipment Replacement
25464	\$700.00	All Star Fire Equipment, Inc.	Fit Testing
25465	\$229.86	AT&T	Telephone RSF1/2/3/ADMIN

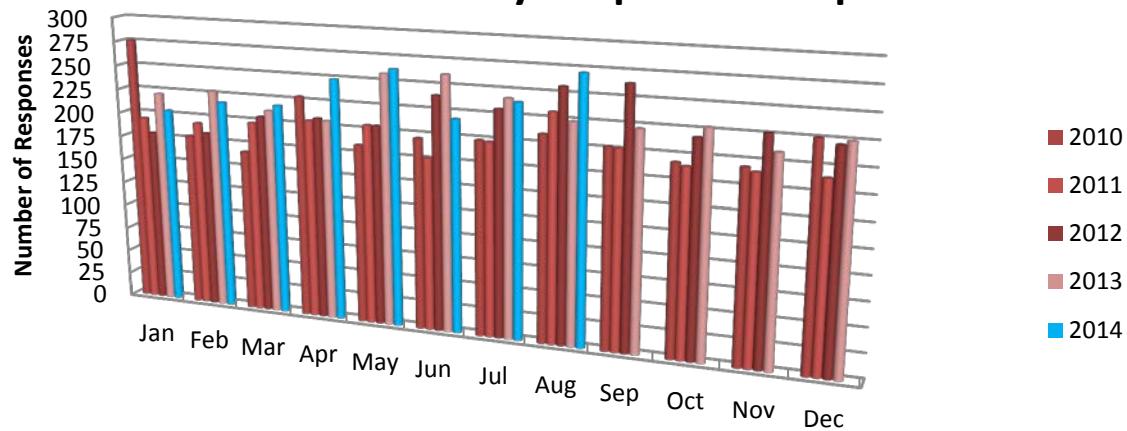
# Rancho Santa Fe Fire Protection District

## List of Demands ~ August 2014

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
25466	\$461.50	Bay City Electric Works Inc	Generator RSF1- Maintenance & Service
25467	\$1,135.00	Business Owner's Ins Agency	Commercial - Liability - Auto Coverage
25468	\$858.00	C.A.P.F.	Disability/Life Insurance
25469	\$100.00	Communications Equipment Co	Telephone Repair
25470	\$80.38	Complete Office of California Inc	Office Supplies
25471	\$61.99	Cox Communications	Telephone RSF3
25472	\$1,405.74	Daniels Tire Service Inc	Repair - ID 0881
25473	\$575.00	Dept. of Industrial Relations	Permits - County/City & NCDJPA
25474	\$324.15	Encinitas Ford Inc.	Repair - ID 1282
25475	\$1,825.99	Engineered Mechanical Services Inc	Building RSF1/2/3/4/ADMIN
25476	\$839.82	Fire ETC Inc	Safety Equipment
25477	\$3,661.97	Guardian Life Insurance Co	Medical Insurance
25478	\$53,406.21	Health Net	Medical Insurance
25479	\$19,434.74	Kaiser Permanente	Medical Insurance
25480	\$6,634.55	SoCo Group Inc	Gasoline & Diesel Fuel
25481	\$90.00	State Fire Training	Certification - Ligtenberg
25482	\$2,370.00	Symphony Asset Pool XVII LLC	Cielo HOA Fees
25483	\$219.00	Terminix International	Building RSF1/3/4/ADMIN & NCDJPA
25484	\$354.00	ThyssenKrupp Elevator Inc	Elevator Repair
25485	\$18.98	U P S	Shipping Service
25486	\$1,444.39	Verizon Wireless	Telephone-Cellular, Cell Phones New/Replacement & MDT Broadband + ATN Line
EFT82	\$1,120.68	Caccavo, Alicea I.	Education/Training & Mileage Reimbursement
EFT84	\$128.15	Rannals, Karlena	Special Events Reimbursement
Various	\$4,766.15	Medical Reimbursements	Various
<b><i>Subtotal</i></b>	<b><i>\$203,699.07</i></b>		
15-Aug-14	277,957.04		
16-Aug-14	13,473.98		
31-Aug-14	193,560.91		
<b><i>Subtotal</i></b>	<b><i>484,991.93</i></b>		

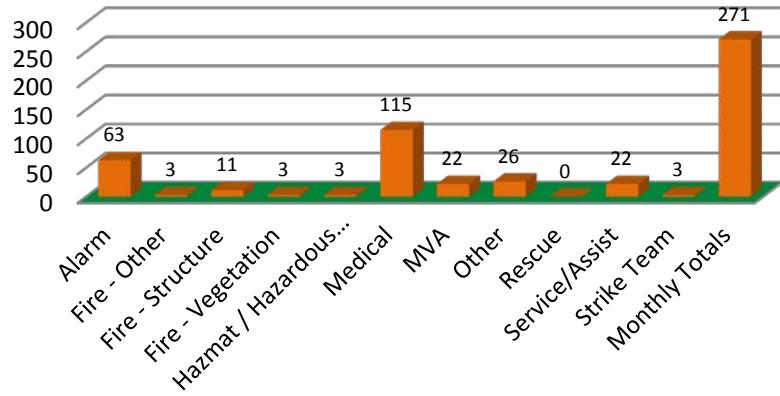
Grand Total \$688,691.00

## Five Year Monthly Response Comparison

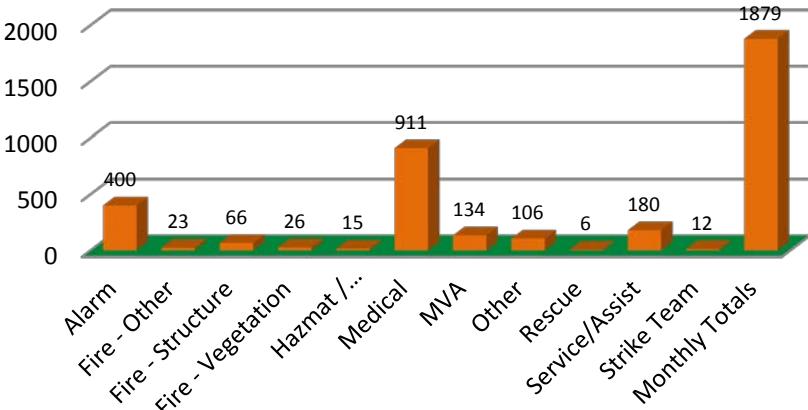


2014													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	204	217	218	249	263	218	239	271					1,879
YTD	204	421	639	888	1,151	1,369	1,608	1,879					1%
2013													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	221	228	212	206	258	261	242	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%

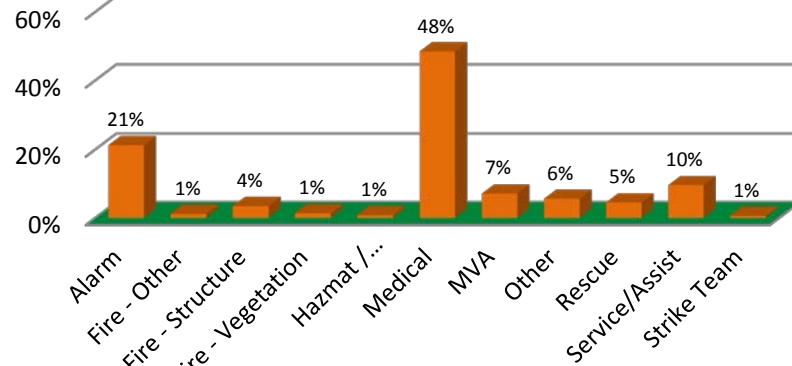
### Call Volume By Incident Type August 2014

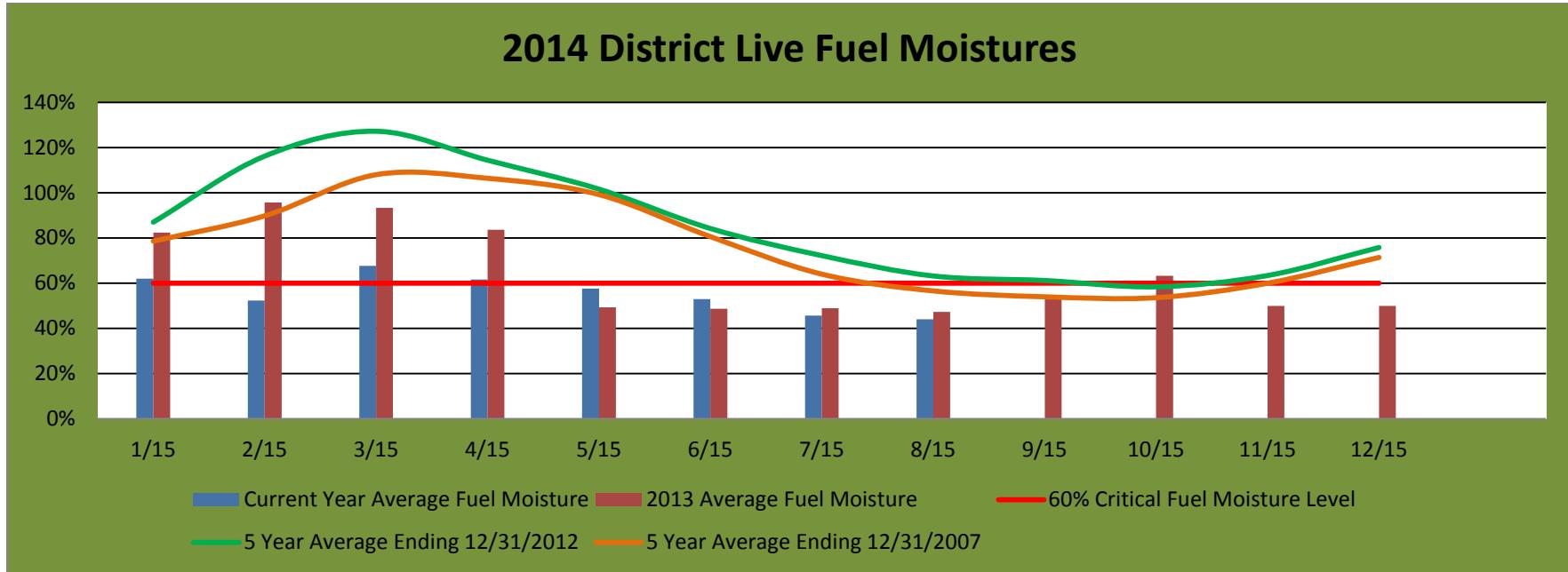


### Call Volume By Incident Type YTD 2014



### Call Volume By Incident Type As A Percent YTD 2014





### Significant Incidents/Overhead Assignments

DATE	Incident/ Location	TYPE	UNIT/PERSON	MISC
August 2	"Bald" Fire, Burney, CA	Vegetation Fire	Chapin/Bennett -FEMP	Reassigned 8/4
August 3	"Little Deer" Fire, Hwy 97 Oregon Boarder	Vegetation Fire	Type III S/T	Reassigned 8/7
August 3	"Eiler" Fire, Mt. Lassen	Vegetation Fire	OES Type I S/T	
August 4	"Eiler" Fire, Mt. Lassen	Vegetation Fire	Chapin/Bennett -FEMP	
August 7	"Lodge" Complex, Mendocino	Vegetation Fire	Type III S/T	
August 16	"July Complex", Siskiyou County	Vegetation Fire	Fritchle - FEMP	

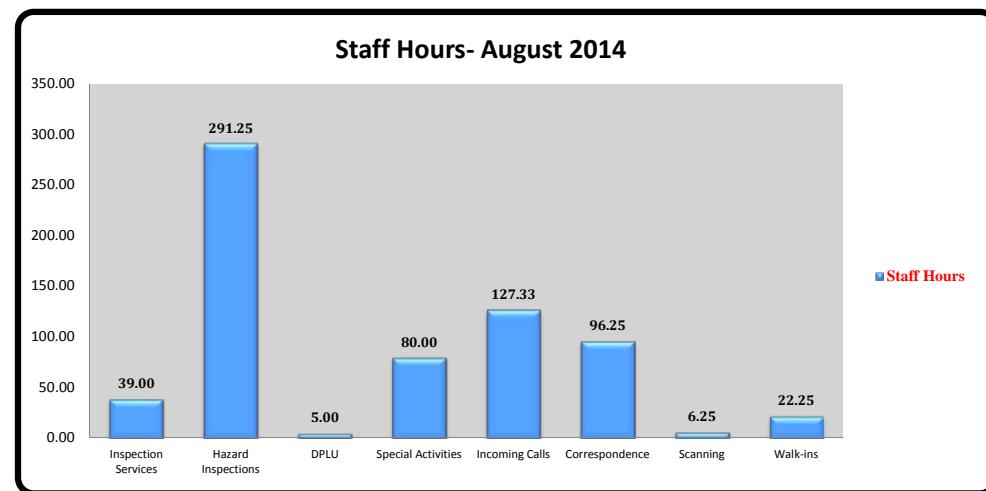
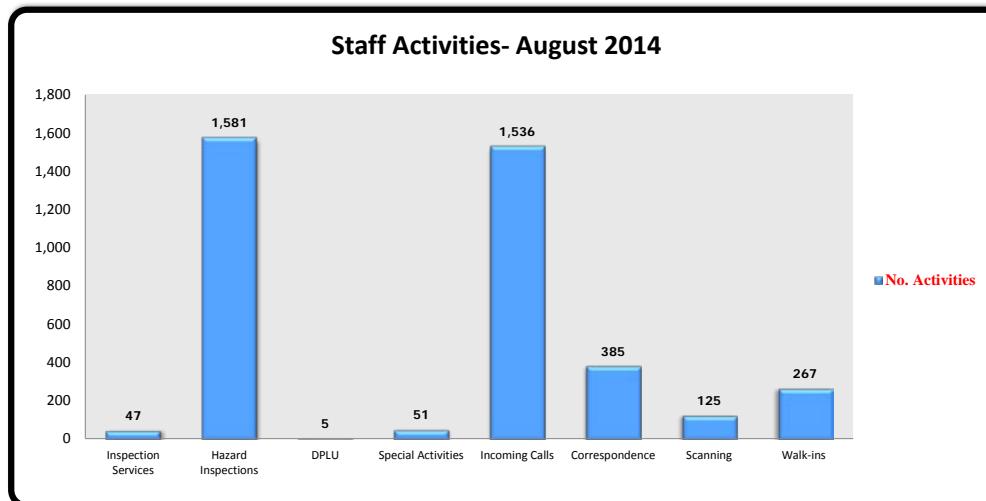
# August 2014

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

September 2014						
Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Jul 27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>Aug 1</b>	<b>2</b>
					A Shift 8:00am 4:00pm Fire Inspection (McQuead) ( Station 2 - 10840 Thornmint)	8:00am 5:30pm Fire Control III B (Sta 2 Classroom & Tower) - Activity Calendar
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
C Shift 8:00am 5:30pm Fire Control III B (Sta 2 Classroom & Tower) - Activity Calendar	B Shift 1:00pm 4:00pm RSF2 Fire Extinguishers Se 4:00pm 5:00pm Station Tour (Station 3) - Juli	9:00am 12:00pm EMS CE (Difficult Airway/ 1:00pm 2:30pm Fit Turnouts RSF2 - Tro 1:30pm 4:30pm EMS C)	9:00am 4:00pm ENC Tower day - 1 Engin 9:00am 12:00pm EMS CE (Difficult Airway/ 1:30pm 4:30pm EMS C)	C Shift 9:00am 4:00pm ENC Tower day - 1 Engin 9:00am 12:00pm Hose 10:30am 11:30am Stati 1:30pm 4:30pm Hose L	9:00am 4:00pm ENC Tower day - 1 Engin 9:00am 12:00pm Hose 10:30am 11:30am Stati 1:30pm 4:30pm Hose L	C Shift
<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>
A Shift 9:00am 12:00pm EMS CE (Difficult Airway/Resp. Emerg 1:30pm 4:30pm EMS CE (Difficult Airway/	9:00am 12:00pm Hose Lays (RSF Sta 2 Towe 8:00am 5:00pm Ride Along (Station 2) - David C. McQuead	9:00am 12:00pm Hose Lays (RSF Sta 2 Towe 9:30am 12:00pm Fire Inspection (Northrup 1:30pm 4:30pm Hose L)	9:00am 12:00pm Hose Lays (RSF Sta 2 Towe 10:00am 3:00pm Eng Co Inspections (RSF 1:30pm 4:30pm Hose L)	9:00am 12:00pm Pre Plans and Building Familiarization (All Stations within first in Districts)	9:00am 12:00pm Pre Plans and Building Familiarization (All Stations within first in Districts)	8:00am 5:30pm Fire Control III B (Sta 2 Classroom & Tower) - Activity Calendar
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
B Shift 8:00am 5:30pm Fire Control III B (Sta 2 Classroom & Tower) - Activity Calendar	C Shift 8:30am 11:00am RSF 1 - Fuel System Test (R 9:00am 12:00pm Pre Plans and Building F	8:00am 4:00pm Fire Inspection (McQuea 9:00am 11:30am Fire Si 9:30am 10:30am D.O. 1:00pm 3:30pm Fire Si)	9:00am 11:30am Fire Simulations (Oceansi 9:00am 11:00am RSF2 Gen Probe (10808 W 1:00pm 3:30pm Fire Si)	9:00am 12:00pm SDG&E (CBD Safety 9:00am 11:00am EMS Committee Meeting 1:30pm 4:30pm SDG&E)	9:00am 11:30am Fire Simulations (Oceanside Training 1:00pm 3:30pm Fire Simulations (Oceansi	A Shift
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>
B Shift 9:00am 12:00pm SDG&E (CBD Safety Center) 9:00am 11:00am RSF Farms Maintenance 1:30pm 4:30pm SDG&E	9:00am 12:00pm SDG&E (CBD Safety Center) 1:30pm 4:30pm SDG&E (CBD Safety Center)	8:45am 11:45am Captains Meeting (R 9:00am 12:00pm SDG&E 1:00pm 4:30pm Eng C 1:30pm 4:30pm SDG&E)	9:00am 12:00pm SDG&E (CBD Safety Center) 1:30pm 4:30pm SDG&E (CBD Safety Center)	9:00am 12:00pm SDG&E (CBD Safety Center) 1:30pm 4:30pm SDG&E (CBD Safety Center) 2:00pm 3:00pm Brush	9:00am 12:00pm SDG&E (CBD Safety Center) 1:30pm 4:30pm SDG&E (CBD Safety Center) 2:00pm 3:00pm Brush	A Shift
<b>31</b>	<b>Sep 1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
C Shift 5:30pm 6:30pm Birthday Party (17133 Castello Circle, 92127) - Julie						

**Fire Prevention Monthly Staff Report**  
**August 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

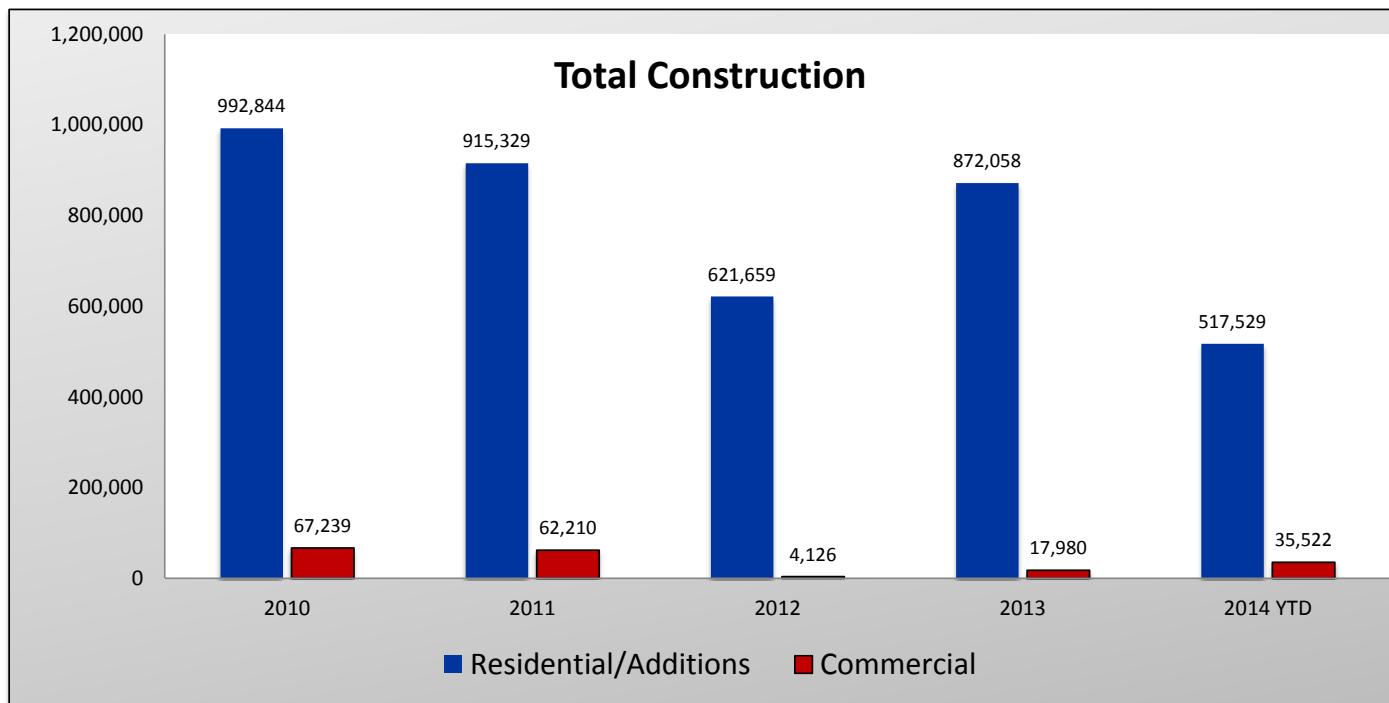
2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	1592	1662	1776	1958	2653	3649	5058	3997				
Hours	269.25	325.08	334.35	334.05	433.25	536.95	668.32	667.33				

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

August 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	626,956	17,730	644,686
2014 YTD	517,529	35,522	553,051

### 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	19,168	55,817	111,794				

# Rancho Santa Fe Fire Protection District

## Fire Prevention Bureau Monthly Activity Summary

August 2014

### PLAN REVIEW

RESIDENTIAL PLAN REVIEWS		
	Number of Structures	Sq Footage
Fire Marshal	20	88,032
Fire Inspector	3	15,428
Fire Inspector/Forester	0	0
<b>TOTAL</b>	<b>23</b>	<b>103,460</b>
RESIDENTIAL ADDITIONS		
	Original Sq Footage	Added Sq Footage
Fire Marshal	11,361	4,734
Fire Inspector	14,393	3,600
Fire Inspector/Forester	0	0
<b>TOTAL</b>	<b>25,754</b>	<b>8,334</b>
COMMERCIAL PLAN REVIEWS		
	Number of Structures	Sq Footage
Fire Marshal	1	0
Fire Inspector	0	0
Fire Inspector/Forester	0	0
<b>TOTAL</b>	<b>1</b>	<b>0</b>
TOTAL NEW CONSTRUCTION		
Based on permitted Sq footage	Total Added	111,794
FIRE SPRINKLER REVIEWS		
	Commercial	Residential
Fire Marshal	1	1
Fire Inspector	2	7
Fire Inspector/Forester	2	0
<b>TOTAL</b>	<b>5</b>	<b>8</b>
TENANT IMPROVEMENTS		
	Number of Structures	Sq Footage
Fire Marshal	2	10,629
Fire Inspector	0	0
Fire Inspector/Forester	0	0
<b>TOTAL</b>	<b>2</b>	<b>10,629</b>
LANDSCAPE REVIEWS		
	Number of Reviews	Staff Hours
Fire Marshal	0	0.00
Fire Inspector	0	0.00
Fire Inspector/Forester	30	11.75
<b>TOTAL</b>	<b>30</b>	<b>11.75</b>

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

**SERVICES PROVIDED- FIRE PREVENTION**

DPLU -All Staff	Number	Staff Hours
Project Availability Forms	2	2.00
Use Permits	0	0.00
Zaps	0	0.00
Administrative Review	3	3.00
Habit Plans	0	0.00
Approval Letters	0	0.00
CWPP/FPP	0	0.00
<b>TOTAL</b>	<b>5</b>	<b>5.00</b>
INSPECTION SERVICES- All Staff	Number of Inspections	Staff Hours
Undergrounds	3	3.00
Hydros (Fire Sprinklers)	9	8.00
Finals (Structures)	17	16.00
Landscape	11	5.50
Reinspections	0	0.00
Tents/Canopy	3	3.00
Burn Permits	2	0.50
Department of Social Service Licensing	1	1.00
Knox/Strobe	0	0.00
Code Enforcement	1	2.00
Engine Company Follow Up	0	0.00
Misc.	0	0.00
<b>TOTAL</b>	<b>47</b>	<b>39.00</b>
HAZARD INSPECTIONS - All Staff	Number of Inspections	Staff Hours
Weed Abatement Inspection	797	117.00
Weed Abatement Reinspection	431	33.00
1st Notice	174	33.75
2nd Notice	93	46.00
Final Notice	23	5.25
Forced Abatement	0	0.00
Postings	5	3.25
Annual Mailers	0	0.00
Homeowner Meeting	58	53.00
WUI	0	0.00
<b>TOTAL</b>	<b>1,581</b>	<b>291.25</b>
GRADING -All Staff	Number of Inspections	Staff Hours
Plan Review	4	3.50
<b>TOTAL</b>	<b>4</b>	<b>3.50</b>

**Rancho Santa Fe Fire Protection District**  
**Fire Prevention Bureau Monthly Activity Summary**  
**August 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	0	0.00
Emergency Response/Support	0	0.00
Training Classes	1	9.00
Conferences	0	0.00
Meetings	49	67.00
Other	1	4.00
Supervision	0	0.00
Fuels Reduction	0	0.00
<b>TOTAL</b>	<b>51</b>	<b>80.00</b>

FIRE PREVENTION -All Staff	Number	Staff Hours
Incoming Phone Calls	1,536	127.33
Correspondence	385	96.25
Consultations	59	52.00
Plan Review	87	73.00
Scanning	125	6.25
General Office	75	75.00
<b>TOTAL</b>	<b>2,267</b>	<b>429.83</b>

**ADMINISTRATIVE SERVICES- OFFICE SUPPORT**

OFFICE COORDINATOR-PREVENTION	Number	Staff Hours
Phone Calls (All Administrative Staff) Internal & External	925	46.25
Correspondence	210	52.50
Walk in/Counter (All Administrative Staff)	267	22.25
Knox Application Request	8	0.67
UPS Outgoing Shipments	2	0.17
Plan Accepted/Routed	87	14.50
Special Projects	7	30.00
Scanning Documents/Electronic Files	125	6.25
Meetings: Admin/Prevention/Admin Shift	9	7.00
Post Office Runs	17	10.00
Deposit runs and preparations	8	8.00
<b>TOTAL</b>	<b>1,665</b>	<b>197.58</b>

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

<b>WEBSITE/INTERNET</b>		<b>Staff Hours</b>
<b>Update existing info &amp; documents:</b>		<b>3.0</b>
<i>Updated home page, news, etc</i>		3.0
<b>Compile &amp; write new information:</b>		<b>2.0</b>
<i>Research potential design options</i>		2.0
<b>Social Media</b>		<b>4.0</b>
<i>Facebook "Fans" - 499</i>		2.0
<i>Twitter "Followers" - 1598</i>		2.0
	<b>TOTAL</b>	<b>9.0</b>
<b>PUBLICATIONS</b>		<b>Staff Hours</b>
<b>Design/write brochures, flyers, etc:</b>		<b>1.0</b>
<i>PulsePoint</i>		1.0
	<b>TOTAL</b>	<b>1.0</b>
<b>MEDIA RELATIONS</b>		<b>Staff Hours</b>
<b>On-scene Public Information Officer:</b>		<b>0.0</b>
<b>Press Releases:</b>		<b>10.0</b>
<i>Water Safety</i>		2.0
<i>Alarm Fee</i>		3.0
<i>CPR Save</i>		4.0
<i>Pancake Breakfast</i>		1.0
<b>Other Articles/Stories/Interviews:</b>		<b>1.0</b>
<i>Follow-up interviews</i>		1.0
	<b>TOTAL</b>	<b>11.0</b>
<b>EDUCATIONAL PROGRAMS/PRESENTATIONS</b>		<b>Staff Hours</b>
<b>Children's Programs</b>		<b>3.0</b>
<i>Station Tour - 2</i>		2.0
<i>Birthday Parties- 1</i>		1.0
<i>CPR in Schools Prep</i>		3.0
<i>FPW Prep</i>		28.0
<b>Adult Programs:</b>		<b>4.0</b>
<i>PulsePoint/AED upkeep</i>		4.0
		0.0
	<b>TOTAL</b>	<b>7.0</b>

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

<b>EVENTS</b>	<b>Staff Hours</b>
<b>External/Community Events:</b>	<b>17.0</b>
<i>Pancake Breakfast Prep</i>	1.0
<i>Open House Prep</i>	16.0
<b>Internal Events:</b>	<b>0.0</b>
	<b>TOTAL</b> <b>17.0</b>
<b>CONTINUING EDUCATION</b>	<b>Staff Hours</b>
<b>Training Classes:</b>	<b>2.0</b>
<i>Sexual Harassment</i>	2.0
<b>Conferences:</b>	<b>0.0</b>
<b>Meetings:</b>	<b>4.0</b>
<i>Staff meetings</i>	4.0
<i>Shift Meeting</i>	0.0
<i>CSA 17 Pub Ed</i>	0.0
	<b>TOTAL</b> <b>6.0</b>
<b>CLERICAL</b>	<b>Staff Hours</b>
<b>Prevention-related:</b>	<b>54.0</b>
<i>Mailbox, email inbox, phone calls, news clips, etc.</i>	48.0
<i>Phone Calls</i>	6.0
<b>Non-prevention/non-minute related:</b>	<b>37.0</b>
	<b>TOTAL</b> <b>91.0</b>
	<b>TOTAL HOURS</b> <b>142.0</b>



# CITY OF SANTEE

**MAYOR**  
Randy Voepel

**CITY COUNCIL**  
Jack E. Dale  
Rob McNelis  
John W. Minto  
John Ryan

**ACTING  
CITY MANAGER**  
Pedro Orso-Delgado

Monday, August 11, 2014

Tony Michel, Fire Chief  
Rancho Santa Fe Fire District  
PO Box 410  
18027 Calle Ambeinte  
Rancho Santa Fe, CA 92067

Dear Chief Michel,

On April 29, 2014 at approximately 3:15pm, a fire that originated near Carlton Oaks Drive in Santee quickly became a significant event. Driven by strong northeasterly winds, hot temperatures and very low relative humidity, the fire immediately threatened homes surrounding the San Diego River bottom and required emergency resources from throughout San Diego County. Mitigation efforts extended over the next 3 days. Cooperation and excellent working relationships between our Unified Command partners proved to be extremely valuable in overcoming the challenges presented.

On behalf of the Santee Fire Department, I want to thank you and the Rancho Santa Fe Fire District for sending critical resources to help assist us in protecting life, property and the environment. Your personnel worked side by side with us all while maintaining a professional and positive attitude. Please express my sincere gratitude to all of your personnel for their hard work and dedication which helped ensure that we had no loss of life or structures!

Thank you again for your invaluable assistance. I look forward to continuing our strong working relationship in the future.

Best Regards,

A handwritten signature in blue ink that reads "Richard Mattick".

Richard Mattick  
Fire Chief

Dear Firefighters,

You deserve the biggest of thank yous for what you did during the Cocos, Poinsettia, Bernardo, Tomahawk, Highway, River, Freeway, Aurora, Pulgas, and San Mateo Fires three months ago. I was glued to the television on May 14<sup>th</sup> when coverage of these fires took over the news and I watched as I saw you going toward the flames when everyone else was running out. But I didn't realize the extent of what you did until I drove through the rubble a week or two after. I couldn't believe how close the fire burned to homes, but they weren't destroyed...because of you. I couldn't believe how you were able to get your trucks and equipment into such remote places. Places that only had one road in and one road out. I couldn't believe what bravery it must have taken to put your lives in danger to save the lives and homes of others. I know you say that you're "just doing your job." But believe me when I say that you're doing much more than that. The dictionary states the definition of a firefighter as "a person whose job is to extinguish fires." It doesn't mention anything about leaving your own families for days at a time, going hours upon hours without sleep, or putting your lives at risk. That is something heroes do, without being asked, because they want to make a difference. Those heroes are you.

While making sure everyone evacuates safely is of course the first priority, I know the value of a home. I lost my house in the Cedar Fire in October of 2003. When people say, "It's just stuff. It can be replaced," they don't understand. They don't understand that "stuff" is your photo albums full of family pictures, your home movies of when you were little, love letters you want to show your kids someday. "Stuff" has sentimental value and can never be replaced. You were able to save these memories for so many families and they will be forever grateful.

Please know how much you are appreciated and that you do much more than what is required of your job. I feel safe knowing that you are ready to protect me and my home, no matter what. From all of us here in San Diego County...thank you for your service.

Sincerely,



Kelly Burr

## RESOLUTION NO. 2014-12

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT ESTABLISHING COMMITTED AND/OR CONSTRAINED FUND BALANCES FOR FY14

**WHEREAS**, in March 2009, the Governmental Accounting Standards Board (GASB) issued GASB Statement No. 54; and

**WHEREAS**, the provisions of GASB 54 requires the establishment of a hierarchy of fund balance classifications; and

**WHEREAS**, the “restricted” classification have constraints imposed by laws or regulations of other government; and

**WHEREAS**, the “committed” classification requires formal action by the highest level of decision making authority; and

**WHEREAS**, the “assigned” classification can be constrained by the Board’s “intent” to be used for specific purposes, but are neither restricted nor committed.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Rancho Santa Fe Fire Protection District, that beginning FY14 the following funds are committed and/or constrained for use as allocated:

Restricted	
Fire Mitigation Fund	\$773,919.90
Committed	
Public Agency Self Insurance System	\$538,136.00
Assigned	
Advance life support equipment	\$146,661.57
Mobile data computer equipment	\$18,183.93
Compensated absences	\$477,590.90
<b>TOTAL</b>	<b>\$1,954,492.30</b>

**BE IT FURTHER RESOLVED** that the remaining fund balances is considered unassigned effective July 1, 2014 as listed on Exhibit A. These fund balances may be reallocated by the governing body, or official to whom the governing body has delegated authority to assign amounts for specific purposes.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on September 10, 2014 by the following vote:

AYES:

NOES:

NONE:

ABSTAIN:

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JAMES H ASHCRAFT  
President

ATTEST:

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Karlena Rannals  
Secretary

**Rancho Santa Fe Fire Protection District**  
**GASB 54 - Unassigned Fund Balances**  
**Resolution No. 2014-12 - Exhibit A**

	Balance 1-Jul-13	Adjustment	Balance 30-Jun-14	Adjustment	Balance 1-Jul-14
<b>Equity</b>					
NCDJPA (MDC)	\$ 345.93	\$ 17,838.00	\$ 18,183.93		\$ 18,183.93
ALS Equipment Reserve	\$ 151,815.74	\$ (5,154.17)	\$ 146,661.57		\$ 146,661.57
PASIS Reserve	<u>\$ 348,376.22</u>	<u>\$ 18,252.24</u>	<u>\$ 366,628.46</u>	\$ -	<u>\$ 366,628.46</u>
	<u>\$ 500,537.89</u>	<u>\$ 30,936.07</u>	<u>\$ 531,473.96</u>		<u>\$ 531,473.96</u>
<b>Reserve - General</b>					
Undesignated	\$ 430,508.76	\$ -	\$ 29,670.95	\$ 67,441.20	\$ 97,112.15
Undesignated - FY Net Change	\$ -		\$ 1,067,441.20	\$ (1,067,441.20)	\$ -
Designated for RCS Radio Infrastructure	\$ 700,000.00	\$ -	\$ 700,000.00	\$ -	\$ 700,000.00
Designated for P25 Compliant Radios	\$ 125,000.00	\$ (125,000.00)	\$ -	\$ -	\$ -
Designated for Environmental Initiatives for Sustainability	\$ 250,000.00	\$ -	\$ 250,000.00	\$ -	\$ 250,000.00
Designated for Prepaid CalPERS	\$ -	\$ -	\$ -	\$ -	\$ -
Designated for Prepaid Asset	\$ -	\$ -	\$ -	\$ -	\$ -
CalPERS Reserve	\$ 1,200,000.00	\$ -	\$ 1,200,000.00	\$ -	\$ 1,200,000.00
Operating Reserve	<u>\$ 4,500,000.00</u>	<u>\$ -</u>	<u>\$ 4,500,000.00</u>	<u>\$ 1,000,000.00</u>	<u>\$ 5,500,000.00</u>
	<u>\$ 7,205,508.76</u>	<u>\$ (125,000.00)</u>	<u>\$ 7,747,112.15</u>	\$ -	<u>\$ 7,747,112.15</u>
<b>Reserve - Capital (Specified)</b>	\$ -		\$ -		\$ -
Capital Replacement Reserves	\$ 6,729,586.20	\$ 729,603.55	\$ 7,459,189.75	\$ -	\$ 7,459,189.75
Capital Replacement Reserves	\$ -		\$ -		\$ -
Capital Assets Net	<u>\$ 19,686,134.38</u>	<u>\$ -</u>	<u>\$ 19,073,021.63</u>	\$ -	<u>\$ 19,073,021.63</u>
Total Designated Capital Reserves (Prior Year)	<u>\$ 26,415,720.58</u>	<u>\$ 729,603.55</u>	<u>\$ 26,532,211.38</u>	\$ -	<u>\$ 26,532,211.38</u>
Net Change (FY)	\$ -				
Total Equity	<u>\$ 34,121,767.23</u>	<u>\$ 635,539.62</u>	<u>\$ 34,810,797.49</u>		<u>\$ 34,810,797.49</u>
					\$ -

**Chairman**

Andrew Vanderlaan,  
Public Member

August 11, 2014

**Vice Chairman**

John Ingalls  
Santa Fe  
Irrigation District

TO: Independent Special Districts in San Diego County  
FROM: Executive Officer  
Administrative Assistant

**Members**

Bill Horn  
County Board of  
Supervisors

SUBJECT: Call for Nominations to the Local Agency Formation  
Commission for Independent Special District Member

Dianne Jacob  
County Board of  
Supervisors

Nominations are being solicited for two independent special district  
commission positions on the Local Agency Formation Commission  
(LAFCO): (1) One regular position; and (2) One alternate position. **The  
deadline for receipt of all nominations is October 3, 2014.**

Bud Pocklington  
South Bay  
Irrigation District

LAFCO commissioners serve four-year terms. The incumbent currently  
occupying the regular position (Bud Pocklington) will not be seeking  
reelection. The term for this position will expire in 2016. The incumbent  
occupying the alternate district member position (Jo MacKenzie) will be  
seeking the regular position. Therefore, the election for the alternate  
position is considered conditional. If Ms. MacKenzie is not elected to the  
regular position, she may remain as an alternate until her term expires in  
2015. If she is elected to the regular position, then the term for the  
person elected to the alternate position will expire in 2019. LAFCO  
regular and alternate district Commissioners must be members of the  
legislative body of an independent special district who reside within San  
Diego County, but may not be members of the legislative body of a city  
or county (*Government Code Section 56332*).

Lorie Zapf  
Councilmember  
City of San Diego

**Alternate Members**

Greg Cox  
County Board of  
Supervisors

Sherri Lightner  
Councilmember  
City of San Diego

Jo MacKenzie  
Vista Irrigation District

Lorraine Wood  
Councilmember  
City of Carlsbad

Harry Mathis  
Public Member

**Executive Officer**

Michael D. Ott

**Counsel**

Thomas Bosworth

Call for Nominations

Page Two

August 11, 2014

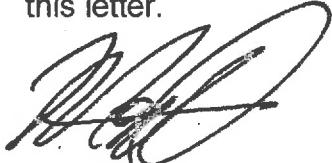
permitted, if necessary, to meet the submission deadline, but an original form must be furnished as soon as possible thereafter. Again, the deadline for receipt of nominations is October 3, 2014. Please send nominations to:

*Executive Officer  
Local Agency Formation Commission  
9335 Hazard Way, Suite 200  
San Diego, CA 92123*

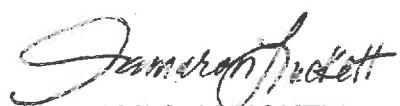
All nominations received by the deadline will be reviewed by a nominating committee. The nominating committee's report and copies of all nomination forms submitted will be included with the ballots and voting instructions. These materials will be mailed on December 2, 2014.

**As required by the Rules, please acknowledge receipt of this letter calling for nominations by completion and return of the attached form (Attachment 2).**

Please contact Tamaron Luckett at (858) 614-7755, if you have any questions regarding this letter.



MICHAEL D. OTT  
Executive Officer

  
TAMARON LUCKETT  
Administrative Assistant

MDO:TRL/trl

Attachments

- (1) Nomination/Resume Form (<http://www.sdlafco.org/WhatsNew/2014ComNomination.doc>)
- (2) Acknowledgement of Receipt Form

DATE RECEIVED  
BY LAFCO:

(Office Use)

2014 LOCAL AGENCY FORMATION COMMISSION  
INDEPENDENT SPECIAL DISTRICT MEMBER  
NOMINATION / RESUME

<b>NOMINATED BY:</b>	
District Name:	
District Phone:	
<b>NAME OF NOMINEE:</b>	
Name:	
Address:	
Phone:	
<b>NOMINATED FOR:</b>	
<i>Please check one box</i>	<input type="checkbox"/> Regular Special District Member <input type="checkbox"/> Alternate Special District Member
DISTRICT EXPERIENCE:	
LAFCO EXPERIENCE:	
ADDITIONAL INFORMATION:	
Print name:	Presiding Officer Authorized Signature:

\*In accordance with Government Code Section 56332, LAFCO Regular and Alternate Special District Commissioners must be members of the legislative body of an independent Special District who reside in San Diego County.

This form can be downloaded at the following link: <http://www.sdlafco.org/WhatsNew/2014Nomination.doc>.

**ATTACHMENT 1**

September 2014

## FY 15 FINANCIAL PLAN – FINAL



Rancho Santa Fe Fire Protection District



**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:

Karlena 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

*Fire Marshal*



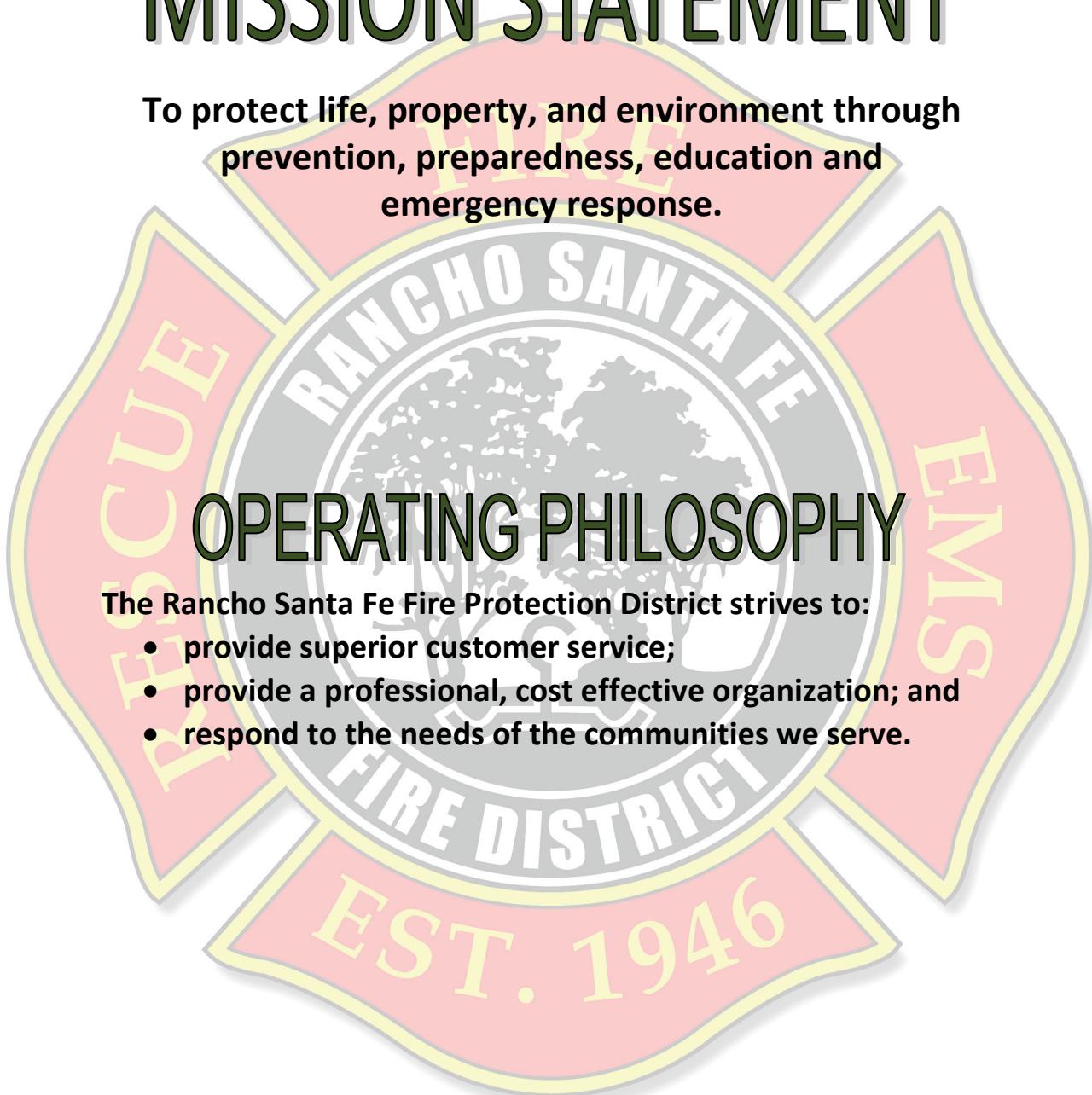
# MISSION STATEMENT

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.





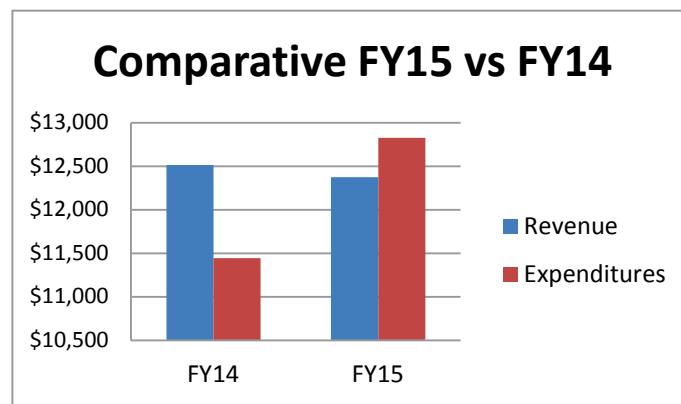
# Rancho Santa Fe Fire Protection District Final Budget – FY15

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 decreased by 1% compared to FY14 actual revenue; and the projected FY15 total operating expenditures increased by 12% compared to FY14 expenditures.

This year, staff is requesting a FY15 Operating Budget of \$12,828 (*in thousands*), which includes the depreciation expense of \$724K. The projected FY15 revenue and expenditures will compare to the *FY14 YTD (actual)* at 6/30/14. The District's total assessed value is \$15,245,466,512, a 6% increase over FY14. Given the increase in revenue, the FY15 Budget does project a deficit of \$455,000. The deficit is a direct result of the augmented personnel approved July 2014. The additional personnel would be available through the fire season and staff anticipates that the augmented safety positions will be reduced through attrition. The following summary of revenue changes is between FY15 **budget** and the FY14 **actual**:



### Revenue- \$12,373,700

**Taxes & Assessments** - ↑ 3.6% or \$367,000: tax revenue has continued to increase over the past year with the District projecting a 4.5% growth over the actual FY14 tax apportionment. Additionally, we plan that the projected tax refunds to be the same as FY14 or \$104,000.

**Lease** - ↑ 5.4% the lease revenue for the District increased by either contract or CPI adjustments.

**Administrative Fees** - ↑ 1.7% or \$4,000

**Developer (HOA) Reimbursement** - ↓ 50.0% or \$305,000. The District realized a significant increase in revenue for FY14 due to a requested audit of the contract as to how staff calculates the operation and

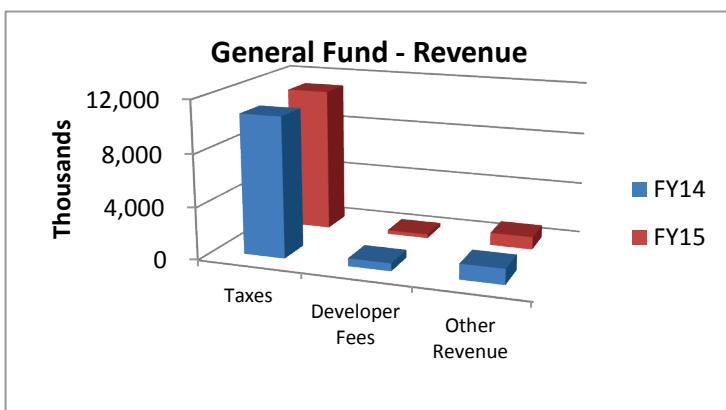
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**Mission:** *To serve the public through the protection of life, environment and property from fire and other emergencies through prevention, preparedness, education, and response.*

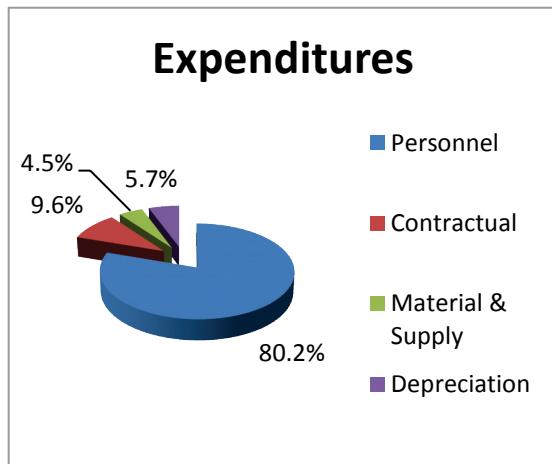
maintenance (O&M) expense for the fire stations. Since the O&M calculation is still under review and discussion, staff has added a conservative amount to revenue.

In addition to the general fund, we will collect \$371,000 in restricted Fire Mitigation Fees, including interest.

Overall, the District is projecting a decrease of 1.1% or (\$140K) in the projected FY15 Total Operating Revenue compared to FY14 actual.



## Projected Operating Expenditures



The following is a summary of expenditure changes between FY15 and FY14 budget:

### **Personnel - \$10,235,808**

Overall personnel costs increased 14.26% over FY14 actual. The primary changes are:

#### **Payroll - \$7,082,000**

**Salary**- increased 11.9% based on MOU negotiated salary adjustments, the reinstatement of a Fire Marshal position, and the addition of four safety positions, (1 deputy chief, and 3 firefighter/paramedics). Note – the additional safety personnel is budgeted to augment an engine. These positions are expected to be reduced thru attrition.

**Overtime**- increased 1.4% 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. In addition, one firefighter/paramedic position is vacant and will be backfilled by overtime. The cost to fund this vacant position is \$111,337.

#### **Benefits - \$3,154,000**

**Health Insurance + HRSA** - increased 34.3% or \$334,000. This is due to employer rate increases, the reinstatement of the Fire Marshal position, and the addition of three firefighter/paramedic and one-deputy chief positions.

**Retirement** - increased 16.6% or \$209,000 due to employer rate increases, the reinstatement of the Fire Marshal position, and the addition of three firefighter/paramedic and one-deputy chief positions.

## Contractual Services – \$1,294,722

The FY15 Contractual Services category increased 5.2% or \$64,000 over FY14 actual. This increase is primarily in the following areas: dispatching, utilities, other professional services and commercial insurance.

## Material & Supply – \$574,209

The FY15 Material and Supply category increase 15.5% or \$77,000 over FY14 actual. The primary reason for the increase is the Computer, Programs/Public Education, & Medical Supplies. (*Note: the purchase of six defibrillators is planned, cost \$145,000 and are included in the medical supplies line item.*)

## Depreciation – \$723,732

The FY15 Depreciation category decreased over FY14 actual by 3.9% or \$29,000. The primary reason is due to equipment and vehicles have reached 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*	\$570,000	
Replacement of Type 1 Engine	\$630,000	
HVAC upgrade – RSF 1	\$175,000	
Replacement of a Staff Vehicle	\$ 50,000	
Rescue tool	\$ 30,000	
Phone System Admin/Station 1	\$ 30,000	
<b>Microwave Metropolitan Area Wireless*</b>	\$ 36,215	\$108,644
Fire Prevention Software **	\$ 21,125	\$ 63,375
<b>Total</b>	<b>\$1,542,340</b>	<b>\$172,019</b>

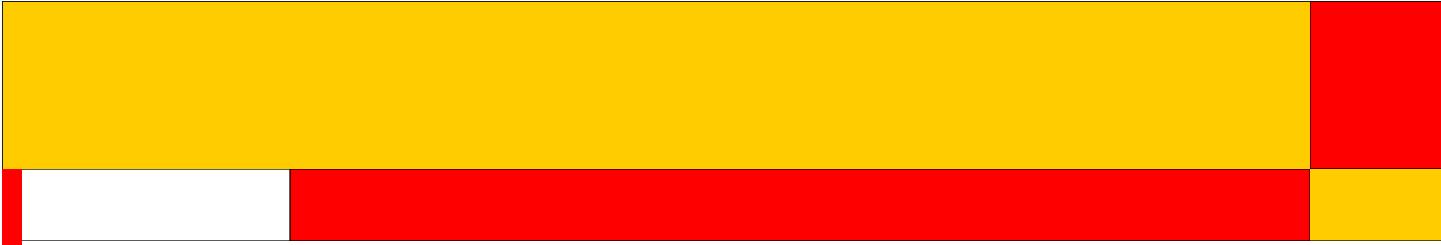
\* = Prior approved expenses

\*\* = Pending approval from Fire Mitigation Fee Review Committee

## 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. This is primarily due to the additional personnel approved by the Board of Directors. 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 complimented for their 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>	Actual (6/30)	Proposed	Change	
<b>REVENUES</b>	GF - 14	GF - 15	%	
Total Revenues	\$12,513	<b>\$12,374</b>	(\$140)	-1.1%
<b>EXPENDITURES</b>				
Total Operating Expenditures	\$11,445	<b>\$12,828</b>	\$1,382	12.1%
<b>Operating Surplus (Deficit)</b>	\$1,067	<b>(\$455)</b>	(\$1,522)	-142.6%

## Summary Revenues, Expenditures - Operating Budget 2014 - 2015

<i>(In Thousands)</i>	Actual (6/30)	Proposed	Change	
REVENUES	GF - 14	GF - 15	%	
Property Taxes/Benefit Fee	\$10,818	<b>\$11,191</b>	\$374	3.5%
Tax Refunds - Adjustment	(\$104)	<b>(\$104)</b>		
Fees	\$451	<b>\$436</b>	(\$15)	-3.4%
Developer Reimbursement	\$609	<b>\$305</b>	(\$305)	-50.0%
Other	<u>\$739</u>	<b><u>\$546</u></b>	<u>(\$193)</u>	-26.1%
Total Revenues	\$12,513	<b>\$12,374</b>	(\$140)	-1.1%
EXPENDITURES				
Personnel	\$8,959	<b>\$10,236</b>	\$1,277	14.3%
Contractual Services	\$1,231	<b>\$1,295</b>	\$64	5.2%
Materials & Supplies	\$497	<b>\$574</b>	\$77	15.5%
Other Expenditures (Projects/Equipment/Prior Year)	\$5	<b>\$0</b>	(\$5)	
Depreciation	<u>\$753</u>	<b><u>\$724</u></b>	<u>(\$29)</u>	-3.9%
Total Operating Expenditures	\$11,445	<b>\$12,828</b>	\$1,382	12.1%
<b>Operating Surplus (Deficit)</b>	\$1,067	<b>(\$455)</b>	(\$1,522)	-142.6%

## Summary - Operating Revenues 2014 - 2015

<i>(In Thousands)</i>	Actual (6/30)	Proposed	Change	
<b>REVENUES</b>	GF - 14	GF - 15	%	
Taxes & Assessments	9,795	<b>10,162</b>	367	3.7%
Tax Refunds - Adjustment	<b>(104)</b>	<b>(104)</b>	0	0.0%
Benefit Fee	<u>1,022</u>	<u>1,030</u>	<u>7</u>	<u>0.7%</u>
Subtotal	10,713	<b>11,087</b>	374	3.6%
Developer Reimbursement/Revenue				
4S Ranch	0	<b>0</b>	0	0
Rancho Cielo	609	<u>305</u>	<u>(305)</u>	<u>-50.0%</u>
Subtotal	609	<b>305</b>	<b>(305)</b>	-50.0%
Other Revenue				
Plan Checks	226	<b>207</b>	<b>(19)</b>	-8.4%
Administrative Fees	225	<b>229</b>	4	1.7%
Interest	49	<b>47</b>	<b>(1)</b>	-2.5%
Lease	255	<b>268</b>	14	5.4%
Instructor/Training	16	<b>15</b>	<b>(1)</b>	-6.1%
Grant	77	<b>21</b>	<b>(55)</b>	-72.0%
FF/EMS Reimbursement	210	<b>75</b>	<b>(135)</b>	-64.4%
Other	<u>132</u>	<u>118</u>	<u>(14)</u>	<u>-10.6%</u>
Subtotal	1,190	<b>980</b>	<b>(208)</b>	-17.5%
Total Operating Revenues	<u><b>12,513</b></u>	<u><b>12,374</b></u>	<u><b>(140)</b></u>	-1.1%

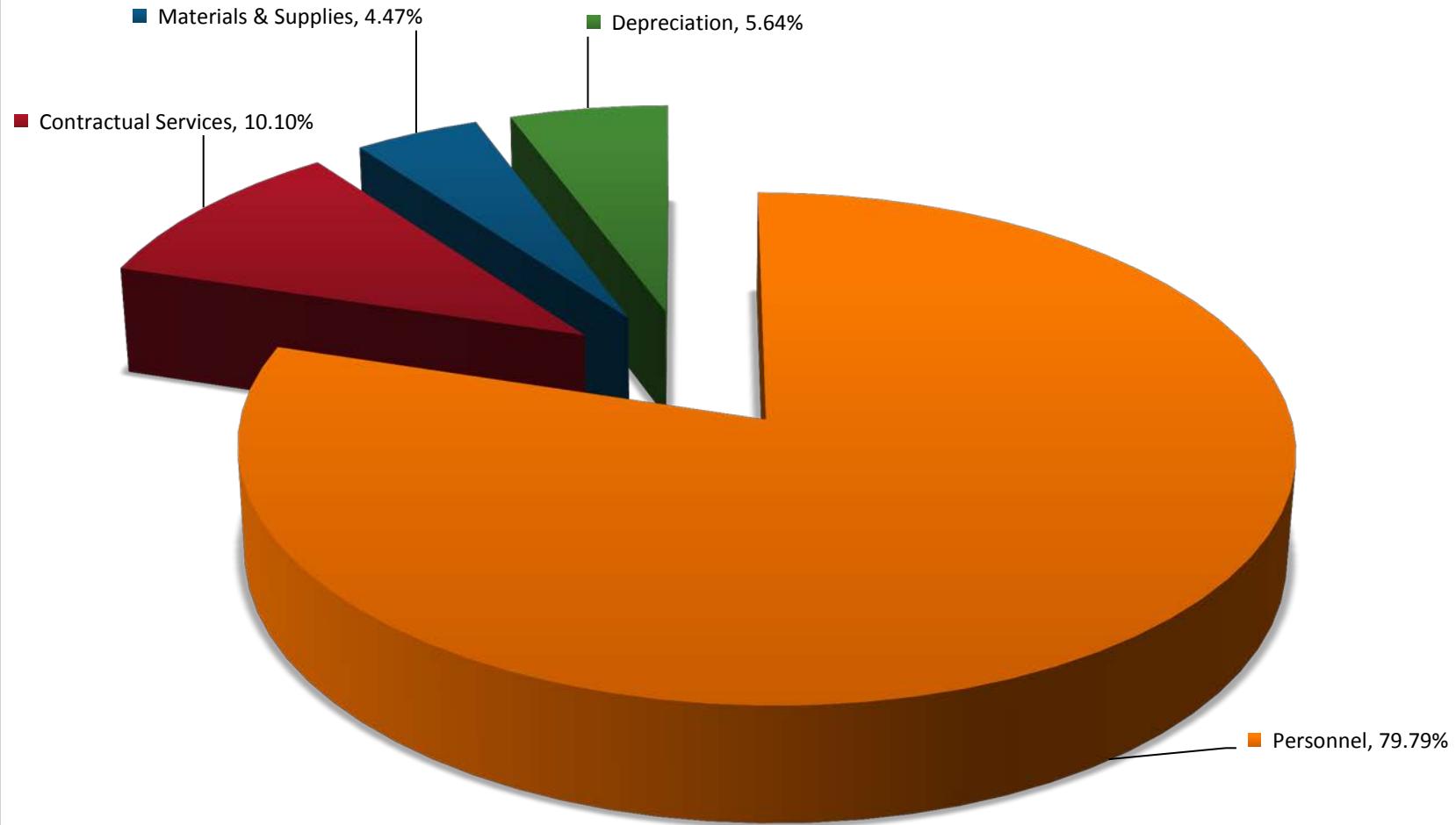
### Summary Expenditures - Operating Budget

**2014 - 2015**

<i>(In Thousands)</i>	Actual (6/30) GF - 14	Proposed GF - 15	Change	
			\$	%
<b>EXPENDITURES</b>				
<b>Personnel</b>				
Payroll				
Salary	\$5,061	<b>\$5,666</b>	\$604	11.9%
Emergency Response Compensation	\$0	<b>\$0</b>	\$0	0%
Management Services (Coop Eff)	\$0	<b>\$0</b>	\$0	0%
Holiday Pay	\$168	<b>\$191</b>	\$23	13.4%
Overtime	\$1,208	<b>\$1,225</b>	\$17	1.4%
Paramedic Incentive	<u>\$14</u>	<u>\$0</u>	(\$14)	-100.0%
	Subtotal	<b>\$6,452</b>	<b>\$7,082</b>	\$629
			9.8%	
Benefits				
Health Insurance + HRSA	\$975	<b>\$1,310</b>	\$334	34.3%
Life/LTD Insurance	\$17	<b>\$26</b>	\$8	47.9%
Medicare/Social Security	\$89	<b>\$100</b>	\$11	12.2%
Retirement	\$1,261	<b>\$1,469</b>	\$209	16.6%
Unemployment	\$13	<b>\$14</b>	\$0	1.1%
Workers Compensation	\$99	<b>\$201</b>	\$102	103.1%
Other	<u>\$51</u>	<u>\$35</u>	(\$16)	-31.9%
	Subtotal	<b>\$2,506</b>	<b>\$3,154</b>	\$648
			25.9%	
<b>TOTAL</b>	<b>\$8,959</b>	<b>\$10,236</b>	\$1,277	14.3%
Contractual Services				
Administration Fees	\$191	<b>\$204</b>	\$13	7.0%
Building/Facility Lease	\$28	<b>\$29</b>	\$1	2.5%
Dispatching	\$126	<b>\$143</b>	\$17	13.3%
Equipment Rental & Repairs	\$15	<b>\$27</b>	\$12	76.6%
Insurance	\$73	<b>\$78</b>	\$5	6.5%
Legal	\$33	<b>\$32</b>	(\$1)	-3.0%
Meetings, Meals, Mileage	\$6	<b>\$9</b>	\$2	34.1%
Other Contractual/Professional Services	\$275	<b>\$274</b>	(\$1)	-0.4%
Service Agreements	\$30	<b>\$28</b>	(\$2)	-7.0%
Soil Contamination	\$0	<b>\$1</b>	\$1	
Training	\$92	<b>\$84</b>	(\$8)	-8.7%
Utilities	\$218	<b>\$234</b>	\$16	7.5%
Vehicle Maintenance & Repairs	\$125	<b>\$126</b>	\$0	0.1%
All Other	<u>\$17</u>	<u>\$26</u>	\$8	49.8%
	<b>TOTAL</b>	<b>\$1,231</b>	<b>\$1,295</b>	\$64
			5.2%	
Materials & Supplies				
Apparatus	\$22	<b>\$20</b>	(\$2)	-9.8%
Apparatus - Computers	\$0	<b>\$0</b>	\$0	
Computer	\$26	<b>\$51</b>	\$25	97.0%
Fuel	\$65	<b>\$72</b>	\$7	10.0%
Grants	\$43	<b>\$0</b>	(\$43)	
Office	\$33	<b>\$38</b>	\$5	15.0%
Safety	\$80	<b>\$59</b>	(\$21)	-26.3%
Uniforms	\$25	<b>\$22</b>	(\$3)	-10.8%
Programs/Public Education	\$16	<b>\$21</b>	\$5	33.0%
Hose, Nozzles, Foam	\$22	<b>\$6</b>	(\$16)	-73.2%
Radio	\$48	<b>\$7</b>	(\$41)	-85.7%
Station Maintenance/Supplies/Janitorial	\$38	<b>\$36</b>	(\$2)	-6.1%
Audio Visual	\$0	<b>\$0</b>	\$0	257.7%
Books	\$3	<b>\$3</b>	\$0	5.0%
Cellular	\$1	<b>\$2</b>	\$0	
Electrical Supplies	\$0	<b>\$0</b>	\$0	
Food for Major Emergencies	\$1	<b>\$1</b>	\$0	2.7%
Furnishings	\$20	<b>\$9</b>	(\$11)	-55.5%
Hydrant Maintenance	\$2	<b>\$2</b>	\$0	-14.2%
Knox Replacement	\$0	<b>\$0</b>	\$0	
Lumber Screws Nails	\$0	<b>\$0</b>	\$0	
Maps	\$0	<b>\$1</b>	\$0	
Medical Supplies	\$25	<b>\$204</b>	\$178	
Miscellaneous	\$0	<b>\$1</b>	\$1	392.8%
Paint	\$0	<b>\$0</b>	\$0	111.2%
Rock Sand Gravel	\$0	<b>\$0</b>	\$0	
Special Event & Awards	\$13	<b>\$11</b>	(\$3)	-21.8%
Street Signs & Markers	\$0	<b>\$1</b>	\$1	
Tools	\$0	<b>\$1</b>	\$1	136.1%
Training (Expendable Supplies)	\$11	<b>\$8</b>	(\$3)	-29.3%
All Other	<u>\$78</u>	<u>\$242</u>	<u>\$164</u>	<u>209.0%</u>
	<b>TOTAL</b>	<b>\$497</b>	<b>\$574</b>	\$77
			15.5%	
Other Expenditures (Projects/Equipment/Prior Year)	\$5	<b>\$0</b>	(\$5)	
	<b>TOTAL</b>	<b>\$5</b>	<b>\$0</b>	(\$5)
Depreciation	<u>\$753</u>	<u><b>\$724</b></u>	(\$29)	-3.9%
	<b>TOTAL Operating Expenditures</b>	<b>\$11,445</b>	<b>\$12,828</b>	<b>\$1,382</b>
			12.1%	

OPERATIONAL COST SUMMARY	ACTUAL	BUDGET	BUDGET	Bgt vs Bgt	Bgt vs Act
	FY13	FY14	Actual (6/30)	FY15	% Change
Personnel	\$ 8,966,403	\$ 8,992,454	\$ 8,958,525	\$ 10,235,808	13.8%
Contractual	\$ 960,207	\$ 1,241,962	\$ 1,231,186	\$ 1,294,722	4.2%
Material & Supply	\$ 276,752	\$ 524,084	\$ 497,364	\$ 574,209	9.6%
Prior Year Expense	\$ (165,338)	\$ -	\$ 5,013	\$ -	15.5%
Depreciation	\$ 756,854	\$ 749,600	\$ 753,166	\$ 723,732	-3.5%
TOTAL OPERATING COSTS	\$ 10,794,878	\$ 10,663,758	\$ 11,445,254	\$ 12,828,471	-3.9%
BEFORE CAPITAL OUTLAY					20.3% 12.1%
<b>Capital</b>					
Equipment - GF	\$ -	\$ 59,227	\$ 43,310	\$ 81,125	
Equipment - FMF	\$ -	\$ -	\$ -	\$ 63,375	
Facility - GF	\$ -	\$ 36,215	\$ -	\$ 211,215	
Facility - FMF	\$ -	\$ 108,644	\$ -	\$ 108,644	
Fleet - GF	\$ 36,393	\$ 805,000	\$ 57,979	\$ 1,250,000	
Fleet - FMF	\$ -	\$ -	\$ -	\$ -	
	\$ 36,393	\$ 1,009,086	\$ 101,289	\$ 1,714,359	
Total GF	\$ 36,393	\$ 900,442	\$ 101,289	\$ 1,542,340	
Total FMF	\$ -	\$ 108,644	\$ -	\$ 172,019	
	\$ 36,393	\$ 1,009,086	\$ 101,289	\$ 1,714,359	

## FY15 Operating Budget - Expenditures



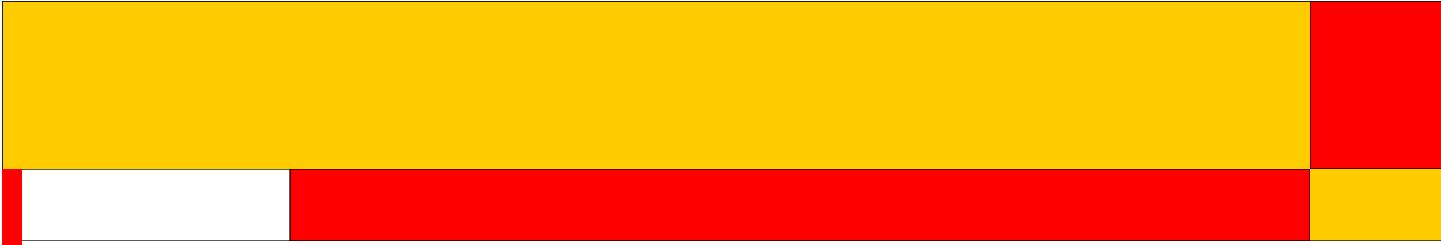
**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**ESTIMATED - CASH NET ASSETS FOR FY14 & FY15**

General Fund	FUND TOTAL	FUND FY14	FUND TOTAL	FUND FY15	%
Cash - Beginning (June 30, 2014)		14,414		15,782	
June 30 Receivables		171			
June 30 Restricted Cash & Cash Equivalents		744			
June 30 Prepay		0			
June 30 Transfer in (out)		0		0	
		15,329		15,782	3.0%
June 30 Liabilities		(1,266)		0	
BEGINNING - NET CASH ASSETS		<u>14,062</u>		<u>15,782</u>	12.2%
<b>PROJECTED REVENUE</b>					
Taxes & Assessments	10,713		11,087		
Interest	49		47		
Developer Reimbursement	609		305		
Lease Revenue	255		268		
Other Revenue	436		229		
Fees	451		436		
Fire Mitigation Fees	0		0		
<b>Total Projected Revenue</b>	<b>12,513</b>		<b>12,373</b>		
<b>PROJECTED EXPENDITURES</b>					
Personnel Costs	8,959		10,236		
Maintenance & Operating Costs	1,729		1,869		
Capital/Project Expenditures	5		0		
Depreciation Expense	753		724		
Total Operating Expenditures	11,445		12,828		
Operating Surplus - \$	1,067		(455)		
Operating Cash Surplus (Deficit) inc. depreciation	1,821		268		
Additional Cash Payments					
Equipment - Facility - Vehicles	(101)		1,542		
<b>Total Projected Cash Expenditures</b>	<b>12,097</b>		<b>13,647</b>		
Excess Revenue over Expenditure	1,719		(1,274)		
Transfers in(out)			172		
<b>Net Change in Fund Balance</b>	<b>1,719</b>		<b>(1,102)</b>		
CASH ASSETS - 6/30	<u>15,782</u>		<u>14,680</u>		
<b>Fire Mitigation Fund</b>					
Cash - Beginning	280		774		
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		774		
June 30 Liabilities	0		0		
BEGINNING - NET CASH ASSETS	<u>383</u>		<u>774</u>	101.9%	
<b>PROJECTED REVENUE</b>					
Interest	2		2		
Fire Mitigation Fees	389		369		
<b>Total Projected Revenue</b>	<b>391</b>		<b>371</b>	-5.0%	
<b>PROJECTED EXPENDITURES</b>					
Total Operating Expenditures	0		0		
Excess Revenue over Expenditure	391		371		
Transfers in(out)	0		(172)		
<b>Net Change in Fund Balance</b>	<b>391</b>		<b>199</b>		
CASH ASSETS - 6/30	774		973	25.7%	
<b>LIABILITIES &amp; FUND EQUITY</b>					
Restricted Reserves					
Fire Mitigation	774		973		
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>774</b>		<b>973</b>	25.7%	
<b>ENDING - NET CASH ASSETS (Deficit)-ALL FUNDS</b>	<b>16,556</b>		<b>15,653</b>	-5.5%	

FISCAL YEARS - FY13; FY14; FY15

REVENUE - EXPENDITURES (RSF GENERAL & MITIGATION FUNDS)

	Financial Statements	BUDGET	Actual (6/30)	PROPOSED		BGT vs. BGT	BGT vs. ACT
		FY13	FY 14	FY 14	FY 15		
<b>Revenue</b>							
Taxes & Assessments	9,497,345	9,611,500	9,795,202	10,162,100	5.7%	3.7%	
Tax Refunds - Adjustment	(102,707)	(102,800)	(104,436)	(104,500)	1.7%	0.1%	
Benefit Fee	999,225	1,022,400	1,022,381	1,029,500	0.7%	0.7%	
Weed Abatement Assessment	2,290	0	0	0			
Interest Income	46,296	53,500	48,686	47,500	-11.2%	-2.4%	
Plan Reviews	188,274	188,300	226,063	207,200	10.0%	-8.3%	
EMS First Responder	13,447	14,500	14,864	14,200	-2.1%	-4.5%	
CSA-17 (ALS Equipment & Supplies)	41,700	36,180	36,180	36,200	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	21,500	-77.7%		
Assets				0			
Sale of Assets	109	0	0	30,000			
Contributed				0			
Miscellaneous	75,967	34,800	74,556	31,300	-10.1%	-58.0%	
Hydrant Maintenance	2,610	2,700	6,615	6,700	148.1%		
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			
Rancho Cielo	136,640	102,500	609,495	304,800	197.4%	-50.0%	
Lease Revenue				0			
AMR (formerly Rural Metro)	77,773	78,900	80,840	83,900	6.3%	3.8%	
Verizon	78,427	75,500	67,556	75,500	0.0%	11.8%	
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	641	700	0.0%		
Administrative Fees	750,941	215,190	224,951	228,700	6.3%	1.7%	
<b>Subtotal</b>	<b>12,036,346</b>	<b>11,629,700</b>	<b>12,512,695</b>	<b>12,373,700</b>	<b>6.4%</b>	<b>-1.1%</b>	
<b>Expenditures - (GF)</b>							
- Personnel	9,081,919	8,992,531	8,958,525	10,235,900	13.8%	14.3%	
- Contractual Costs; Material & Supplies; PY Expenses	1,315,707	1,766,100	1,733,563	1,869,000	5.8%	7.8%	
<b>Subtotal</b>	<b>10,397,625</b>	<b>10,758,531</b>	<b>10,692,088</b>	<b>12,104,800</b>	<b>12.5%</b>	<b>13.2%</b>	
- Depreciation Expense	756,854	749,600	753,166	723,800	-3.4%	-3.9%	
Total Operating Expenditures	11,154,479	11,508,100	11,445,254	12,828,500	11.5%	12.1%	
Operating Surplus (Deficit)	881,867	121,700	1,067,441	(454,900)			
- Project Expenditures							
- Other Expenditures - Capital	31,629	1,009,100	101,289	1,542,400			
<b>Total Expenditures (minus depreciation)</b>	<b>10,429,255</b>	<b>11,767,600</b>	<b>10,793,377</b>	<b>13,647,100</b>			
Net Surplus (Deficit)	\$1,718,527	(\$137,900)	\$1,719,318	(1,273,500)			
- Other financing sources (transfers in/out)	0	0	0	172,100			
Cash Surplus (Deficit)	1,718,427	(137,900)	1,719,318	(1,101,500)			
<b>Designated Capital Revenue</b>							
Annexation Fees							
Fire Mitigation Fee Interest	697	700	1,879	1,900			
Fire Mitigation Fees	292,043	233,700	388,709	369,300			
<b>Subtotal</b>	<b>292,739</b>	<b>234,300</b>	<b>390,588</b>	<b>371,200</b>			
<b>Designated Capital Revenue Expenditures</b>							
FMF Expenditures							
Transfer in/out	0	108,700	0	172,100			
<b>Total Expenditures - (FMF)</b>	<b>0</b>	<b>108,700</b>	<b>0</b>	<b>172,100</b>			
Cash Surplus (Deficit)	292,740	\$125,700	\$390,588	\$199,100			
<i>Prior Year Adjustments</i>							
RESERVE Surplus (Deficit) - All Funds	2,011,267	(12,300)	2,110,006	(902,300)			



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	Actual (6/30)	FY15	FY16	FY17	FY18	FY19
Rescue Tool				\$ 19,427	\$ 18,104				
Printer Plotter									
Fire Prevention Software (New)					\$ 21,125				
Phone System Admin/Station 1					\$ 30,000				
Generator (Admin)	\$ -	\$ -	\$ 39,800	\$ 25,206	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ 59,227	\$ 43,310	\$ 81,125	\$ -	\$ -	\$ -	\$ -

**FIRE MITIGATION FUND**

**ASSETS**

Description	FY12	FY13	FY14	Actual (6/30)	FY15	FY16	FY17	FY18	FY19
Fire Prevention Software (New)	\$ -	\$ -	\$ -	\$ -	\$ 63,375	\$ -	\$ -	\$ -	\$ -
Total Proposed Asset Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 63,375	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ 59,227	\$ 43,310	\$ 144,500	\$ -	\$ -	\$ -	\$ -

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

**GENERAL FUND**

**FACILITY REPLACEMENT - IMPROVEMENT**

<b>Project #</b>	<b>Description</b>	<b>Funding %</b>	<b>Project Exp</b>			<b>BUDGET</b>	<b>Actual (6/30)</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>
			<b>- YTD</b>	<b>FY12</b>	<b>FY13</b>							
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 - Committee Approved (FY04)	25%										
	Design & Construction		\$ 4,727,746.00	\$ 431,135.69								
	Furnishings & Equipment - New		\$ 11,721.16	\$ 3,651.82								
09-03	Administration Building (New) Committee Approved (08/09)	25%										
	Facility		\$ 1,711,738.89									
	Furnishings & Equipment - New		\$ 188,392.24									
10-01	Microwave Metropolitan Area Wireless Network Committee Approved (FY10) - Est \$153,000	25%	\$ -	\$ 2,035.35		\$ 36,215	\$ -	\$ 36,215	\$ -	\$ -	\$ -	\$ -
				\$ 436,822.87		\$ 36,215	\$ -	\$ 211,215	\$ -	\$ -	\$ -	\$ -
		<b>SUBTOTAL</b>										
<hr/>												
<b>FIRE MITIGATION FUND</b>												
<b>FACILITY REPLACEMENT/IMPROVEMENT</b>												
<b>Project #</b>	<b>Description</b>	<b>Funding %</b>				<b>BUDGET</b>	<b>Actual (6/30)</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>
			<b>- YTD</b>	<b>FY12</b>	<b>FY13</b>							
03-01	Replacement of Fairbanks Fire Station - Committee Approved (FY04)	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) Committee Approved (FY09)	75%										
	Facility		\$ 1,711,738.89									
	Furnishings & Equipment - New		\$ 172,100.47									
10-01	Microwave Metropolitan Area Wireless Network Committee Approved (FY10) - Est \$153,000	75%	\$ -	\$ 6,106.06		\$ 108,644		\$ 108,644	\$ -	\$ -	\$ -	\$ -
				\$ 1,310,468.60		\$ 108,644	\$ -	\$ 108,644	\$ -	\$ -	\$ -	\$ -
		<b>SUBTOTAL</b>										
		<b>TOTAL</b>										
				\$ 1,747,291.46		\$ 144,859	\$ -	\$ 319,859	\$ -	\$ -	\$ -	\$ -

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

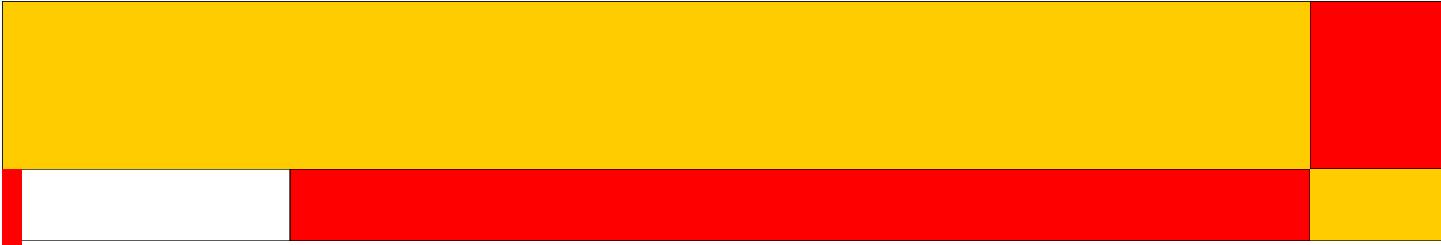
**GENERAL FUND**  
**VEHICLE & APPARATUS REPLACEMENT**

<b>ID/Vehicle Type</b>	<b>Year</b>	<b>BUDGET</b>								
		<b>FY12</b>	<b>FY13</b>	<b>FY14</b>	<b>Actual (6/30)</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>
<b>Reserve Vehicles</b>										
0383 - Command	2003									
0781 - Command	2007									
9611 -Engine - (Type I)	1996									
9511 -Engine - (Type I)	1995									
<b>VEHICLE REPLACEMENT RESERVES</b>										
0211 - Engine (Type I)	2002		\$ 685,000	→		\$ 570,000				
0261 - Water Tender	2002									380,000
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		\$ 70,000							\$ 700,000
0881 - Command	2008									
0981 - Staff	2009									
0982 - Staff	2009									
1081 - Staff	2001									
1181 - Staff	2011	\$ 4,512								
1281 - Command	2012	\$ 39,390		\$ 28,989						
1282 - Command	2012	\$ 42,801		\$ 28,989						
1381 - Staff (Vehicle Purchase to replace ID 0281)	2013	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000	\$ 660,000	\$ 440,000	\$ 380,000	\$ 700,000
		\$ 86,702	\$ 805,000	\$ 57,979						

**FIRE MITIGATION FUND**  
**VEHICLE & APPARATUS REPLACEMENT**

<b>ID/Vehicle Type</b>	<b>Year</b>	<b>FY12</b>	<b>FY14</b>	<b>Actual (6/30)</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>
<i>Nothing planned</i>				\$ -		\$ -	\$ -	\$ -	\$ -
TOTAL		\$ 86,702	\$ 805,000	\$ 57,979	\$ 1,250,000	\$ 660,000	\$ 440,000	\$ 380,000	\$ 700,000





FY15

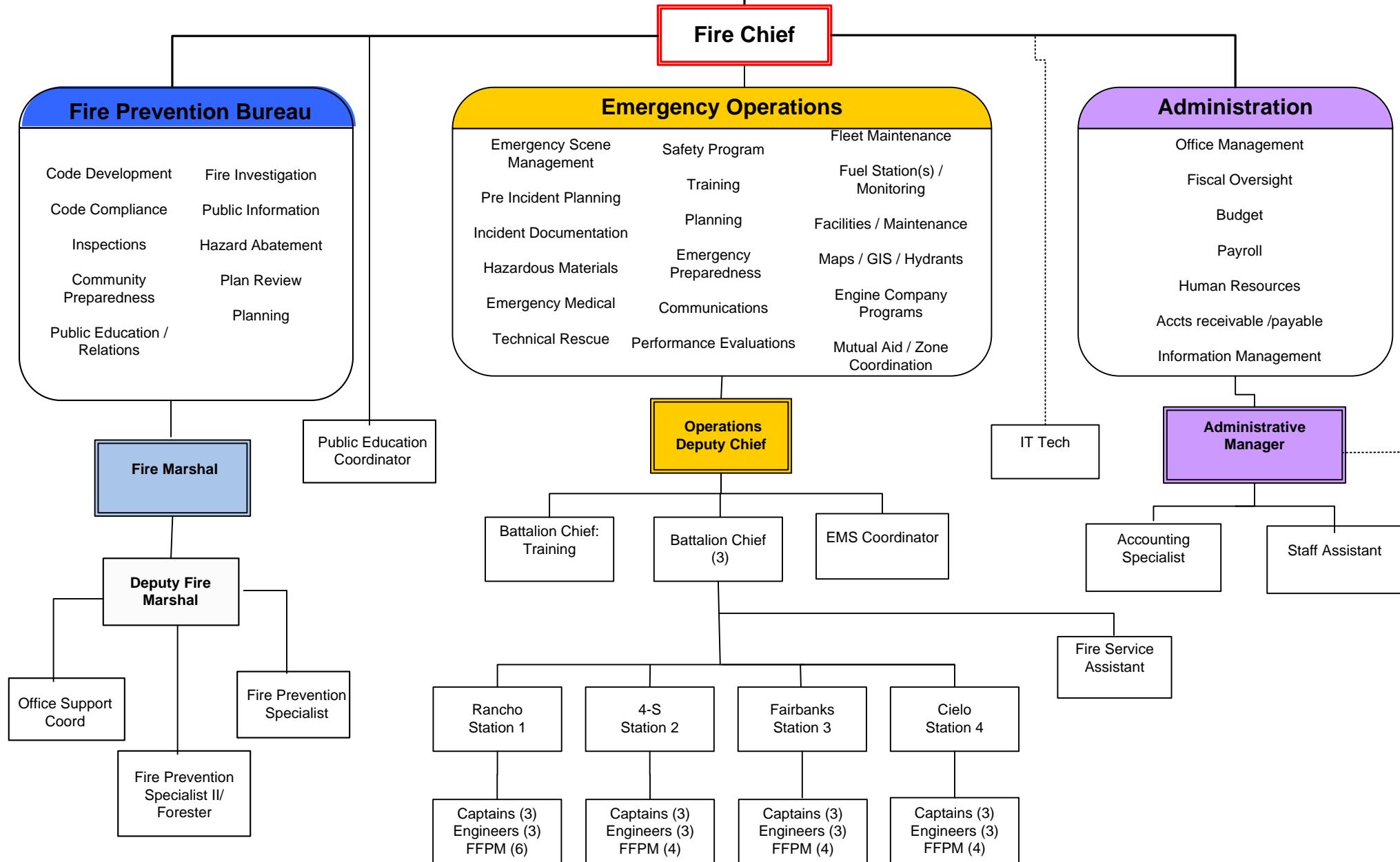
ORGANIZATION CHART  
PERSONNEL  
EQUIPMENT  
FACILITY  
FLEET

## AUTHORIZED PERSONNEL

<b>Positions</b>	<b>FY 14 Authorized</b>	<b>Changes</b>	<b>FY15</b>
<i>Fire Administration</i>			
Fire Chief	1	0	1
Deputy Chief	1	1	2
Fire Marshal	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 <sup>1</sup>	15	3	18
<b>TOTAL</b>	<b>56</b>	<b>0</b>	<b>60</b>

1 Additional positions authorized by Board of Directors July 22, 2014. Positions are expected to be reduced through attrition over the fiscal year.

# Board of Directors



### 2014-2015 Equipment - DEPRECIATION EXPENSE & ACCUMULATED RESERVES

Description	Cost	Addition	Date in Service	Year in Service	Depreciation Schedule - Years	Depreciation Annual Expense	Jun 2014		2014/15 Depreciation Expense		Jun 2015 Accumulated Reserves	
							Reserves	2015	Expense	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		
File Server	\$ 10,950.58		7/1/2014	2014	3	3,650.19			912.55	912.55		
Phone System - Admin	\$ 30,000.00				15	2,000.00		0.00	0.00	0.00		
Hydraulic Rescue Tool #3	\$ 30,000.00				15	2,000.00		0.00	0.00	0.00		
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		
	\$ 466,333.63					48,665.85	214,393.73		34,310.71	248,704.48		

214,393.73	
Ann Dep - 2015	34,310.71
	248,704.44
Adj Dep - 2015	0.00
Acc Dep - 2015	248,704.45

## 2014-15 STATION LOCATION - DEPRECIATION EXPENSE & ACCUMULATED RESERVES

Station Locations	Cost	Addition	Year in Service	Depreciation Schedule - Years	Depreciation Annual Expense	Jun 2014		2014-15 Depreciation Expense	Jun 2015 Accumulated Reserves
						Accumulated Reserves	2015		
16936-1/2 El Fuego (Admin)	1,294,645.00		1992	40	32,366.13	712,055.40	23.00	32,366.13	744,421.52
Admin Bldg	112,623.07		2007	26	4,331.66	40,428.76	8.00	4,331.66	44,760.41
16936 El Fuego (Stn)	2,922,332.00		1999	40	73,058.30	1,095,875.30	16.00	73,058.30	1,168,933.60
Pavers	44,176.00		2008	30	1,472.53	8,467.07	6.75	1,472.53	9,939.60
AC Refurbishing/Replacment	175,000.00								-
6424 El Apajo Completed 03/26/2012	\$4,854,088		2012	40	121,352.20	242,704.40	3.00	121,352.20	364,056.60
16930 Four Gee Road	3,180,000.00		2003	40	79,500.00	874,500.00	12.00	79,500.00	954,000.00
16930 Four Gee Road - Training Tower	1,563,252.00		2004	40	39,081.30	390,813.00	11.00	39,081.30	429,894.30
Training Facility Concrete	27,000.00		2006	38	710.53	7,105.27	9.00	710.53	7,815.80
16930 Four Gee Road - Storage Facility	190,225.36		2007	40	4,755.63	33,289.44	8.00	4,755.63	38,045.07
18040 Calle Ambiente	3,180,000.00		2005	40	79,500.00	702,250.00	9.83	79,500.00	781,750.00
Admin Bldg (Rancho Cielo)	<u>1,699,885.47</u>		2011	40	<u>42,497.14</u>	<u>136,107.27</u>	4.20	<u>42,497.14</u>	<u>178,604.40</u>
	<u><u>19,243,226.90</u></u>				<u><u>478,625.41</u></u>	<u><u>4,243,595.90</u></u>		<u><u>478,625.41</u></u>	<u><u>4,722,221.31</u></u>
					\$ 121,352.20				
								Acc Dep - 2014	30-Jun \$ 4,243,595.90
								Ann Dep - 2015	\$ 478,625.41
								Adj Dep - 2015	\$ -
								Acc Dep - 2015	30-Jun \$ 4,722,221.31

2014-2015 Fleet Inventory & Est Cost Replacement Schedule

Asset No	Description	Year	Location	Est Replacement	Actual Cost	June 30, 2014			June 30, 2015			
						Date in Service	Depreciation Schedule	Annual Depreciation	Accumulated Depreciation	2015	2015 (Inc Adj)	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	\$ 41,654.16	7-Apr-14	6	\$ 6,942.36	\$ 1,735.59	1.25	\$ 8,677.95	\$ 10,413.54
1482	Staff - Explorer	2014		2021/2022	\$ 44,206.53	7-Apr-14	6	\$ 7,367.76	\$ 1,841.94	1.25	\$ 9,209.69	\$ 11,051.63
1411	Pumper	2014	RSF2	2025/2026	\$ 566,805.60	3-Jul-14	12	\$ 47,233.80	\$ -	1.00	\$ 47,233.80	\$ 47,233.80
<b>RESERVE</b>												
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
					\$ 4,249,642.19			\$ 361,600.56	\$ 3,001,225.87		\$ 210,796.12	\$ 3,212,022.00

# STAFF REPORT

14-23

TO: BOARD OF DIRECTORS  
TONY MICHEL  
  
FROM: CHRIS GALINDO, BATTALION CHIEF  
  
SUBJECT: TELEPHONE SYSTEM UPGRADE – FIRE STATION ONE  
  
DATE: SEPTEMBER 3, 2014



The following budget action is requested for approval and/or modification:

Description	FY15 Budget	Project Funding Request	Funding Source	Action Requested
ESI/IVX CS200 Telephone System	\$30,000	\$25,000	General Fund	Authorize

#### ***JUSTIFICATION for Funding Request:***

Staff seeks authorization to proceed to upgrade RSF1 Fire Station existing AT&T Legend phone system with the ESI/IVX telephone system, which is currently used by staff at the district's administrative offices.

The station's existing Legend phone system was originally installed when the station was constructed in 1998 and due to the age and instability of the system, parts are becoming very difficult to obtain and programming the system has become a challenge. The new ESI/IVX CS200 telephone system will integrate directly into the districts existing communications infrastructure and will significantly increase efficiency and effectiveness by streamlining and improving communications between RSF1 and our administrative offices.

The new ESI/IVS telephone system will include all of the system components and equipment including phone system programming, installation, employee training and a 3 year maintenance policy. Also included in the authorization is the purchase of ten (10) additional IVX 48-key phones that will replace ten (10) existing 24-key phones currently in use at the administrative offices. The ten (10) EXISTING 24-key phones, which are currently used in our administrative offices, will be used at RSF1.

#### ***SOURCE of Funding:***

FY15 capital expenditure plan with funding approved in the FY15 budget.

#### Attachment:

1. Golden Telecom Quotation dated September 4, 2014

# Golden Telecom, Inc.

1308 Descanso Ave-San Marcos, CA 92069 Tel: (760) 438-8383 Fax: (760) 438-7395 Lic # 492428

September 4, 2014

Rancho Santa Fe Fire Protection District  
P.O. Box 410  
Rancho Santa Fe, CA 92067

Jobsite #1: 18027 Calle Ambiente/ HQ  
Rancho Santa Fe, CA 92067

Tel: (858) 756-6002 (Tony)  
Email: [Michel@rsf-fire.org](mailto:Michel@rsf-fire.org)  
Email: [galindo@rsf-fire.org](mailto:galindo@rsf-fire.org)  
Email: [Sturtevant@rsf-fire.org](mailto:Sturtevant@rsf-fire.org)

Jobsite #2: 16936 El Fuego  
Rancho Santa Fe, CA 92067

Attn: Jim Sturtevant, Tony Michel and Chris Galindo,

Thank you for providing Golden Telecom, Inc., the opportunity to assist you with your telecommunications needs. Enclosed please find the pricing and information to **replace your old AT&T Legend phone system with a new ESI/IVX CS200 Phone System with an Auto Attendant, Record a Call, Voice Mail, last 25-call Caller I.D Name and Number, Advanced Messaging, Message on Hold and link to your El Fuego site.**

This bid includes sales tax, a **3-year maintenance policy on new parts and labor**, installation charges and the following list of equipment and services:

KEY	M = MATERIAL	L = LABOR	
QTY	DESCRIPTION		AMOUNT
1	IVX CS200 CABINET W/ LAST 25 CALL CALLER I.D., MSG ON HOLD, AUTO ATTENDANT & VOICE MAIL		\$ 3,995.00M
1	IVC 12R12EL CIRCUIT CARD FOR EL FUEGO		1,100.00M
8	LICENSES FOR IVC 12R12EL CARD FOR EL FUEGO		487.50M
2	6 LINE x 12 DIGITAL STATION CARDS @ \$1,200.00 EA		2,400.00M
1	ASC CARD FOR VOICE MAIL TO EMAIL NOTIFICATION		450.00M
2	HOT SWAP PORT ADAPTERS @ EL FUEGO @ \$75.00 EA		150.00M
14	IVX 48-KEY PHONES @ \$325.00 EA		4,550.00M
	IVX 24-KEY PHONES		CUSTOMER TO PROVIDE
24	8-PAIR MODIFIED LINE CORDS @ \$6.00 EA		144.00M
1	IVC 12R12EL CARD FOR HQ		1,100.00M
8	LICENSES FOR HQ IVC 12R12EL CARD		487.50M
1	ASC CARD FOR HQ		450.00M
1	MOBILE MESSAGING		425.00M
2	HOT SWAP PORT ADAPTERS FOR HQ @ \$75.00 EA		150.00M
	LABOR TO REPROGRAM HQ PHONE SYSTEM, HOOK-UP TO EXISTING T1 & INSTALL NEW EQUIPMENT		\$2,400.00L
	LABOR TO INSTALL EL FUEGO PHONE SYSTEM, DESI PHONES, TEST, HOOK-UP TO T1 & PROVIDE TWO ADDITIONAL TRAINING SESSIONS UTILIZE RANCHO SANTA FE FIRE POINT TO POINT EXISTING PER CHRIS		3,500.00L
			0.00
	<b>TOTAL EQUIPMENT AMOUNT</b>		\$ 15,889.00
	<b>TOTAL SALES TAX ON EQUIPMENT</b>		1,271.12
	<b>TOTAL BID AMOUNT</b>		\$ 23,060.12

**Note: If more phones are needed at El Fuego a 12-Port Station Card @ \$950.00 will be required.**

Golden Telecom, Inc offers this equipment and service at a cash value of **\$23,060.12** which can be paid in two (2) payments. A deposit of **\$11,530.06** is due upon acceptance. A second and final payment of **\$11,530.06** is due upon completion. Golden Telecom Inc accepts most major credit cards.

With your approval please sign the acceptance line below. Return one copy of this document with your deposit to Golden Telecom, Inc. Keep one copy for your records. If you have any questions, feel free to call me at (760) 438-8383.

Sincerely,

**ACCEPTANCE OF BID:**

Dan Golden  
President  
DWG/wk

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**Signature**

**Title**

**Date**