



RANCHO SANTA FE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING AGENDA

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

April 8, 2015
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. Public Comment
3. Motion waiving reading in full of all Resolutions/Ordinances

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

4. Consent Calendar
 - a. Board of Directors Minutes
 - i) Board of Directors minutes of March 11, 2015
ACTION REQUESTED: **Approve**
 - b. Receive and File
 - i) Monthly/Quarterly Reports – ACTION REQUESTED: **Information**
 - List of Demands Check 25994 thru 26065 for the period March 1 – March 31, 2015 totaling:
\$ 399,800.24
 - Payroll for the period March 1 – March 31, 2015
\$ 463,798.48
 - TOTAL DISTRIBUTION
\$ 863,598.72
 - Activity Reports – March 2015
 - Operations
 - Training
 - Fire Prevention

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

- ii) Correspondence - letters/cards were received from the following members of the public:
 - None
 - c. Resolutions
 - i) Resolution 2015-02 - A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Salary and Benefits for the Emergency Medical Services Coordinator Position
ACTION REQUESTED: **Approve**
 - ii) Resolution 2015-03 – A 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
ACTION REQUESTED: **Approve**
- 5. Old Business
 - a. LAFCO Application – Update
To discuss the status of application for proposed “Rancho Santa Fe Fire Protection District Reorganization”: Dissolution of County Service Area No. 107 (Elfin Forest/Harmony Grove) and annexation to Rancho Santa Fe Fire Protection District
ACTION REQUESTED: **Information**
 - b. Budget Authorization – November 12, 2014 (UASI Grant Project)
To discuss the single source vendor authorized to purchase equipment with grant funds. [Staff Report 2015-05](#)
ACTION REQUESTED: **Information**
- 6. New Business
 - a. Budget Authorization
To discuss and or approve the purchase of a hydraulic rescue tool. [Staff Report 2015-06](#)
ACTION REQUESTED: **Approve**
 - b. Contract – Assignment and Assumption Agreement
To discuss and/or approve the California West Communities Assignment And Assumption Agreement *Regarding the Amended and Restated Agreement for Provision of Fire Protection and Fire-fighting Services and Emergency Medical Response to Rancho Cielo* [Staff Report 2015-07](#)
ACTION REQUESTED: **Approve and authorize the Fire Chief to execute the contract**
- 7. Oral Report
 - a. Fire Chief – Michel
 - i) Strategic Plan
 - ii) District Activities
 - 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
- 8. Closed Session (**Time Certain – 2pm**)
 - a. Potential Litigation (1) Case – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: *one potential (1) case*
- 9. Adjournment
The next regular Board of Directors meeting to be May 13, 2015 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, April 8, 2015 1:00 pm PT

CERTIFICATION OF POSTING

I certify that on April 3, 2015 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on April 3, 2015

A handwritten signature in black ink, appearing to read "Karlana Rannals", written over a horizontal line.

Karlana Rannals
Board Clerk



RANCHO SANTA FE FIRE PROTECTION DISTRICT
Regular Board of Directors Meeting
Minutes – March 11, 2015

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

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

Pledge of Allegiance

Battalion Chief Cox led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Malin, Stine, Tanner

Directors Absent: Hillgren

Staff Present: Tony Michel, Fire Chief; Mike Gibbs, Deputy Chief; Fred Cox, Battalion Chief; Bret Davidson, Battalion Chief; and Renee Hill, Fire Marshal

2. Public Comment

No one requested to speak to the Board of Directors

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

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, CARRIED 4 AYES; 0 NOES; 1 ABSENT to waive reading in full of all resolutions/ordinances.

4. Consent Calendar

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, CARRIED 4 AYES; 0 NOES; 1 ABSENT to approve the Consent Calendar as submitted.

a. Board of Directors Minutes

i) Board of Directors minutes of February 11, 2015

b. Receive and File

i) Monthly/Quarterly Reports

1) List of Demands Check 25912 thru 25993 for the period February 1 – February 28, 2015 totaling:

\$ 391,583.33

Payroll for the period January 1 – January 31, 2015

\$ 445,725.50

TOTAL DISTRIBUTION

\$ 848,580.53

2) Activity Reports – February 2015

- Operations
- Training
- Fire Prevention

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

- None

5. Old Business

a. LAFCO Application – Update

Chief Michel gave the update, reporting that the district has two dates to begin negotiations for a property tax exchange with Department of Planning Services (DPS). They are April 1 and April 2. A DPS planner was assigned to negotiate with District representatives. He also requested that Herman Reddick seek an extension to the April 14 date to complete negotiations, since the County has been the reason for the delay to begin discussions. He agreed to try to seek a 30-day extension.

He also spoke with the County representation to CSA-17 on their parallel application to LAFCO to annex Harmony Grove area into CSA-17. They are having trouble with the application.

Construction in Harmony Grove Village has started with six units under construction, with 16 units completed by May 16. There is a lot of activity occurring in this new development.

6. New Business

a. None

7. Public Hearing

President Ashcraft opened the public hearing. The Fire Chief informed the members that no one had submitted any correspondence in favor or protest to the ordinance. There were no requests to speak. President Ashcraft closed the public hearing.

8. Resolution/Ordinance

a. *Ordinance 2014-01A*

Chief Michel informed the board that there have been no changes to the ordinance since the second reading. She also reported that legal counsel has reviewed the proposed ordinance.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and APPROVED Ordinance No. 2014-01A *entitled* an Ordinance of the Rancho Santa Fe Fire Protection District Which Adopts the California Fire Code, 2013 Edition and 2012 International Fire Code with Certain Amendments, Additions and Deletions on a roll call vote:

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

President Ashcraft requested that the board clerk publish a *Notice of Ordinance Adoption* pursuant to all applicable codes.

9. Oral Report

a. Fire Chief – Michel

- i) Strategic Plan: he reported that the meetings have started in the strategic plan process, beginning with the Captains meeting and shift meetings will follow. The surveys being sent are internal (all employees), an external stakeholder survey, and something different, a spousal survey. Postcards were sent promoting our external stakeholder survey that includes the link to our website. If respondents do not have access to a computer or internet, individuals can call the administrative office and we will complete the survey over the phone or they come by the station.

- i) District Activities:

- He discussed the numerous promotions that have occurred resulting from retirements and promotions. He will send a list of promotions to all board members.

b. Operations – Deputy Chief

Chief Gibbs summarized the previous month activity. He distributed the seasonal outlook monthly report, noting a dryer pattern of weather and that fuel moistures have declined. There was no significant activity to report.

c. Training – Battalion Chief

Chief Michel informed the Board that Chief Davidson will be moving from the District's Training Officer to a shift Battalion Chief. He expressed his appreciation for the great work that Chief Davidson has done over the many years serving as the training officer.

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

- i) Placed new monitors in service, trained all paramedics on its use.
- ii) Ladder testing
- iii) Burn box
- iv) Chainsaw class

d. Fire Prevention – Fire Marshal

Fire Marshal Hill summarized the activity for the previous month that included 30,000 square feet of new construction. As a follow to the report given by Chief Davidson, a report will be prepared for the number of trees that were removed from the Arroyo property, and they will include photos of before and after. She also gave an update on the notices sent for dead and/or dying eucalyptus trees along with the rate of compliance. District personnel also participated in: 1) Six pizza parties for the coloring contest; 2) Love your Heart day; and 3) Hands Only CPR.

e. Administrative Manager

- i) She was not in attendance; however, Chief Michel complimented her on the report given to not only the Rancho Santa Fe Fire Protection District Board of Directors, but also the North County Dispatch Joint Powers Authority on the CalPERS unfunded liability.

f. Board of Directors

- i) North County Dispatch JPA – Update: Ashcraft – he summarized the meeting held February 26, 2015. The agreement amending the JPA agreement is still pending as the City of Oceanside council has yet to take action, although it is scheduled for March 12.
- ii) County Service Area – 17 – Update: Hillgren – no report

iii) Comments

- Malin – spoke of an article on physical fitness
- Stine – spoke on the Dateline story of the survivors of the Cedar Fire

15-minute recess

10. Closed Session

a. Potential Litigation (1) Case – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: *one potential (1) case*

Pursuant to section 54956.9, the board met in closed session from 2:00 – 2:58 pm to discuss the following:

a. Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: *one (1) case*

All board and staff members Chief Michel, Deputy Chief Gibbs, Deputy Chief Cox, and Fire Marshal Hill attended the closed session. Legal counsel for the district, Stephen J. Fitch, participated via conference call.

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

11. Adjournment

Meeting adjourned at 3:00 pm.

Karlana Rannals
Secretary

James H Ashcraft
President

Rancho Santa Fe Fire Protection District

List of Demands ~March 2015

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
25994	\$11.99	4S Ranch Gasoline & Carwash LP	Car Wash
25995	\$354.00	Accme Janitorial Service Inc	Building ADMIN
25996	\$500.00	AFSS Conference	Admin - Overnight Conf/Seminars
25997	\$325.24	Allstar Water Systems Inc	Building RSF4
25998	\$1,405.02	AT&T Calnet 2	Telephone RSF2/3/4
25999	\$190.01	Blend	Outside Printing & Binding
26000	\$858.00	C.A.P.F.	Disability/Life Insurance
26001	\$151,926.15	CalPERS	PERS (Employer Paid)
26002	\$873.97	CDW Government Inc.	Computer - License/Software
26003	\$318.15	Complete Office of California Inc	Office Supplies
26004	\$2,455.00	County of SD/RCS	CAP Code Paging Service-Monthly Service & 800 MHz Network Admin Fees
26005	\$3,114.33	Fitness Warehouse USA & SD Fitness Repair	Fitness Equipment & Repair
26006	\$598.56	Life-Assist Inc	CSA-17 Contract
26009	\$139.85	Napa Auto Parts Inc	Apparatus Parts & Supplies
26010	\$167.53	North County EVS Inc	Repair - ID 0561
26011	\$1,080.57	Olivenhain Municipal Water District	Water RSF2/3/4
26012	\$312.81	Pacific Coast Flag	Flags (State, USA)
26013	\$9.94	Postal Corner, Inc.	Postage
26014	\$3,397.30	SoCo Group Inc	Gasoline & Diesel Fuel
26015	\$2,370.00	Symphony Asset Pool XVII LLC	Cielo HOA Fees
26016	\$61.00	Terminix International	Building RSF2
26017	\$12.30	U P S	Shipping Service
26018	\$10,736.61	U S Bank Corporate Payment System	Cal-Card./IMPAC program
26019	\$1,338.24	Uniforms Plus	Boots Safety
26019	\$1,338.24	Uniforms Plus	Uniform - Safety Personnel
26020	\$1,654.86	Verizon Wireless	Telephone - Cellular, Cellular parts/supplies & MDT Broadband + ATN Line
26021	\$1,462.44	Waste Management Inc	Trash RSF1/2/3/4, RSF Assn - Patrol & NCDJPA Rebill
26022	\$5,500.00	WinTech Computer Services	Consulting Services
26023	\$415.00	A to Z Plumbing Inc	Building RSF4
26024	\$4,856.25	Boylan, James O.	Consulting Services
26025	\$36.19	Daniels Tire Service Inc	Scheduled - ID 0881
26026	\$646.69	Fitch Law Firm Inc	Legal Services
26027	\$80.00	Fitness Warehouse USA & SD Fitness Repair	Fitness Equipment Repair

Rancho Santa Fe Fire Protection District

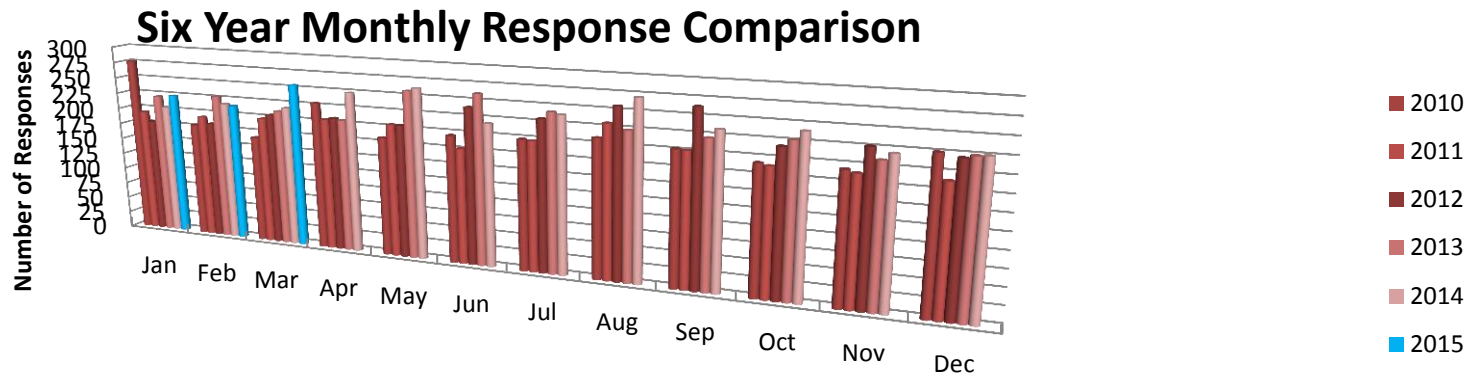
List of Demands ~March 2015

<i>Check</i>	<i>Amount</i>	<i>Vendor</i>	<i>Purpose</i>
26028	\$199.40	Home Depot, Inc	Station Maintenance - RSF 2 & Station Replacement Items - RSF4
26029	\$151,305.96	Philips Electronics North American Corp	EKG Upgrade - Defibrillator Monitors
26031	\$234.08	San Diego Union-Tribune, LLC	Advertising
26032	\$700.00	Santa Fe Irrigation District	NCDJPA Rebill
26033	\$3,238.70	SoCo Group Inc	Gasoline & Diesel Fuel
26034	\$250.00	Southern California Sound Image	Building RSF2
26035	\$40.00	State Fire Training	Certification
26036	\$543.53	ThyssenKrupp Elevator Inc	Elevator Service
26037	\$764.99	Time Warner Cable	Cable Service - Admin
26038	\$12.30	U P S	Shipping Service
26039	\$5,370.00	R.E. Badger & Son, Inc.	Weed Abate Contractor Expense
26040	\$576.00	A to Z Plumbing Inc	Building RSF1
26041	\$322.81	American Medical Response Inc	CSA-17 Contract
26042	\$65.00	AT&T	Telephone ADMIN
26043	\$637.39	AT&T Calnet 2	Telephone RSF1/2/3/4/Admin & NCDJPA Rebill
26044	\$637.04	CDCE Incorporated	MDC Equipment /Parts
26045	\$150.00	CMPR Professional Dev & Exec Leadership Ins	Education/Training Reimbursement
26046	\$39.94	Complete Office of California Inc	Office Supplies
26047	\$21.98	Costco Inc.	Association Dues
26048	\$132.69	Daniels Tire Service Inc	Repair - ID 1381
26049	\$68.00	Dept of Forestry & Fire Protection	Training Miscl Equipment/Supplies
26050	\$1,546.26	Life-Assist Inc	CSA-17 Contract
26051	\$104.05	Metro Fire & Safety Inc	Extinguishers - Service & Purchase
26052	\$14,765.00	Modeltech Int'l, Inc.	Pub Ed Hazard House
26053	\$2,595.83	North County EVS Inc	Generator RSF1/2/3/4- Maintenance & Service, Fleet Equip Maintenance/Repair- Port Gen, Repair - ID 1281 & Scheduled - ID 1281
26054	\$2,000.00	RSF Community Services Distric	Sewer RSF1/4/Admin & NCDJPA Rebill
26055	\$70.00	RSF Mail Delivery Solutions, Inc.	Mail Delivery Service
26056	\$8,621.92	San Diego Gas & Electric	Elec/Gas/Propane RSF1/2/3/4/Admin
26057	\$1,300.00	SBSD-EVOC	Suppression - Local Conf/Seminars
26058	\$217.00	Sherwood, Bruce E	CSA-17 Contract Reimbursement
26059	\$320.04	TelePacific Communications	Telephone ADMIN
26060	\$1,030.00	ThyssenKrupp Elevator Inc	Elevator Service

Rancho Santa Fe Fire Protection District

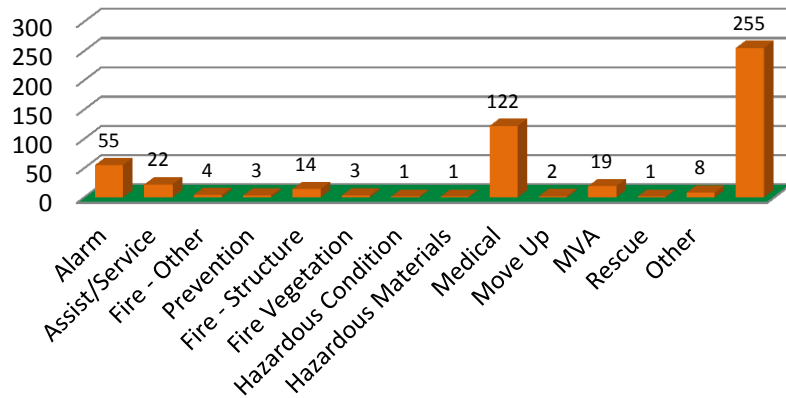
List of Demands ~March 2015

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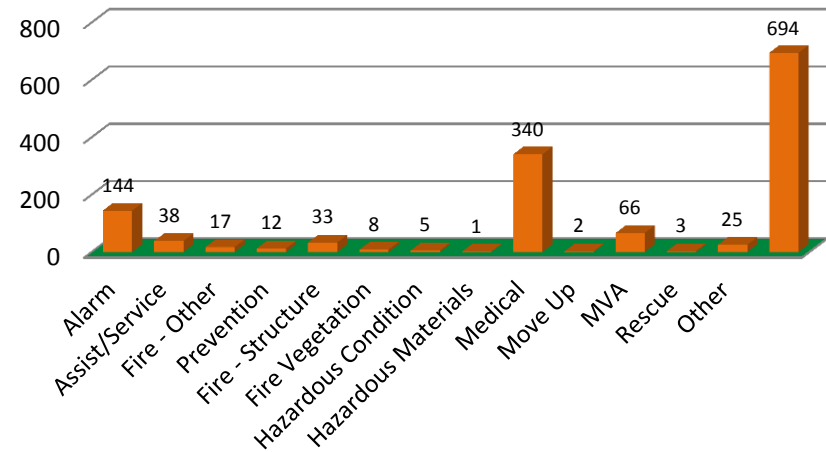


2015	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	224	215	255										694
YTD	224	439	694										9%
2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	204	217	218	249	263	218	239	271	235	241	220	226	2,801
YTD	204	421	639	888	1,151	1,369	1,608	1,879	2,114	2,355	2,575	2,801	2%
2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	221	228	212	206	258	261	242	224	222	228	210	225	2,737
YTD	221	449	661	867	1,125	1,386	1,628	1,852	2,074	2,302	2,512	2,737	4%
2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	179	183	205	208	205	240	231	257	264	218	227	221	2,638
YTD	179	362	567	775	980	1,220	1,451	1,708	1,972	2,190	2,417	2,638	11.12%
2011	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	194	193	198	205	205	177	198	232	202	190	190	190	2,374
YTD	194	387	585	790	995	1,172	1,370	1,602	1,804	1,994	2,184	2,374	-3%
2010	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
Responses	276	179	167	229	184	196	199	210	203	193	194	226	2,456
YTD	276	455	622	851	1,035	1,231	1,430	1,640	1,843	2,036	2,230	2,456	4.7%

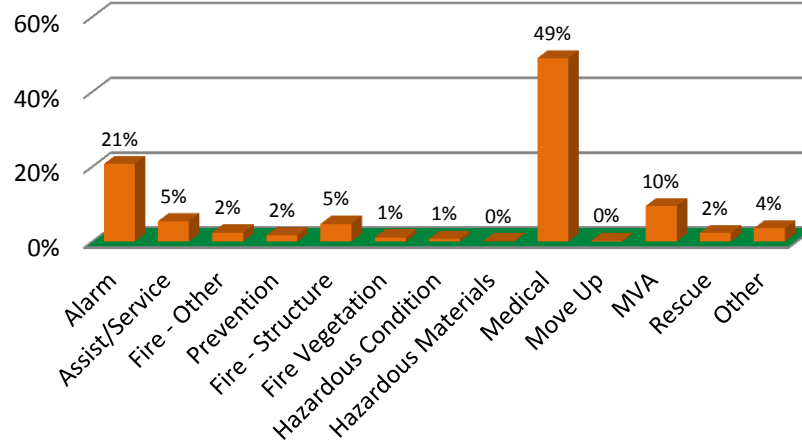
Call Volume By Incident Type March 2015



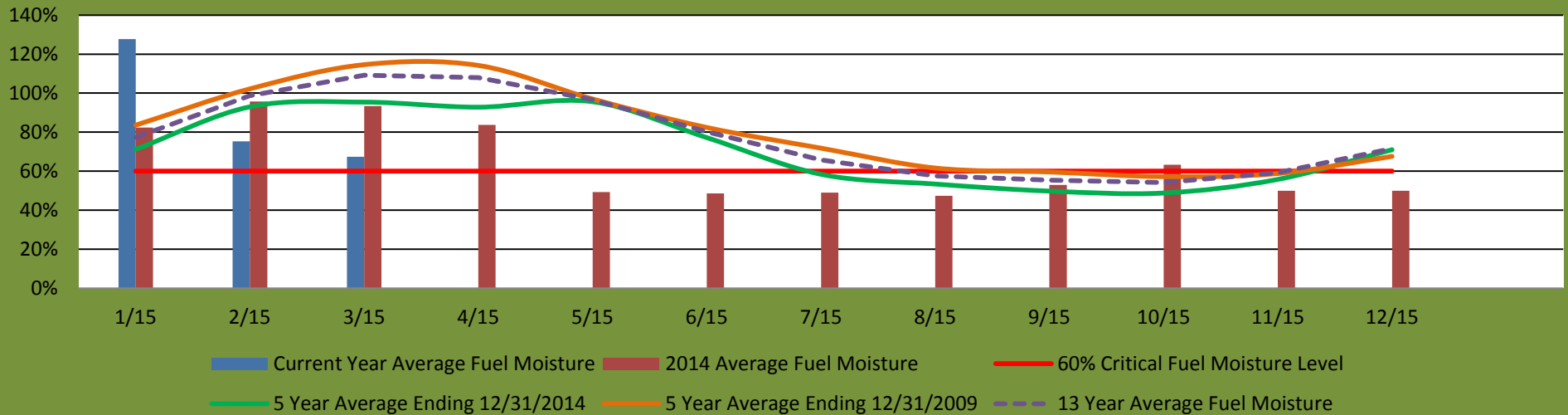
Call Volume By Incident Type YTD 2015



Call Volume By Incident Type As A Percent YTD 2015



2015 District Live Fuel Moistures



Significant Incidents/Overhead Assignments

DATE	Incident/ Location	TYPE	UNIT/PERSON	MISC
3/12/2015	20112 Date Lane	Building Fire	2611, 2613, 1371, 2651, 1316, 2604, 2640, 2694, 2614	(2) Out Buildings
3/14/2015	20112 Date Lane	Building Fire	2614, 2611, 2612, 2640, 2691, 2694, 1316, 1371, 2651, 2604, 2603, 2601, 2643, 2644	Single Family Home
3/17/2015	4-S Ranch Pkwy & Lone Quail Rd	Rescue TC	2612, 2614, 2604, 2602, SDT40, 2692	

March 2015

March 2015							April 2015						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 1 - 7	Mar 1	2	3	4	5	6	7
	A Shift 8:30am 12:00pm Hoselays and Training (RSF2) - Marshall W. Jordan	9:00am 12:00pm Active Shooter (Escondido Station 1 310 N Quince)	8:30am 2:00pm Brian Salameh 2nd Quarte 9:00am 12:00pm Active Shooter (Escondido 1:30pm 2:30pm BC Chief Expectations (A	8:00am 8:30am BOOT DRIVE Burn Institute 9:00am 10:00am Committee BC and C 10:00am 12:00pm Apparauts Committe	7:15am 8:45am Blood Draw (RSF1) 11:50am 12:20pm 2613 - Pizza Party (Navitiy 3:30pm 5:30pm Hyperikon Light Istall	7:15am 8:15am Blood Draw (RSF 1) 9:00am 12:00pm Field Day S-212 (TBA) 1:30pm 4:30pm Field Days S-212 (TBA)	7:30am 9:30am Little League Opening Da 9:00am 12:00pm Field Day S-212 (TBA) 1:30pm 4:30pm Field Days S-212 (TBA)
Mar 8 - 14	8	9	10	11	12	13	14
	B Shift 11:00am 4:00pm Birthday Party (RSF-2 Training Room) - Julie E. Taber	9:00am 12:00pm 9:00am 12:00pm Active Shooter (Escondido Station 1 310 N Quin 1:30pm 3:00pm Operations Committ	9:00am 12:00pm Active Shooter (Escondido Station 1 310 N Quince)	C Shift 7:15am 8:30am Blood Draw (RSF 1) 9:00am 9:30am INSPECTION (RSF 2) 11:00am 12:00pm 261	A Shift 9:00am 12:00pm Probationary Training (RSF 2) - Joseph A. Carter	C Shift 9:00am 12:00pm Abigal 2nd Qtr Drill (Sta 2 Tower) 1:00pm 4:30pm VCF E1622 APT (RSF Pum	A Shift 9:30am 1:00pm Birthday Party (RSF-2 Training Room) - Julie E. Taber
Mar 15 - 21	15	16	17	18	19	20	21
	B Shift 9:00am 12:00pm Sand Table Drill (RSF 2) - Activity Calendar	MDC UPDATES 9:00am 12:00pm Stratigic Plan (RSF 4 Classroom) - Activity Calendar	8:45am 11:45am Stratigic Plan (RSF 4 Classroom) - Activity Calendar	8:45am 11:45am Stratigic Plan (RSF 4 Classroom) - Activity 2:00pm 3:00pm Station Tour (Station 2) - Julie E. Taber	9:00am 12:00pm Active Shooter (Escondido Station 1 310 N Quin 1:00pm 4:30pm PAL E6611 APT (RSF Pump Pit) - Louis Ma	C Shift 9:00am 11:00am Safety Committee (RSF-1 Training Room) - Nic 12:00pm 1:00pm 2613 - Pizza Party (Horizon	B Shift
Mar 22 - 28	22	23	24	25	26	27	28
	C Shift	A Shift 8:00am 12:00pm Hands-only CPR (Horizon Prep) - Julie E. Taber	8:30am 3:00pm 2613 Hands-only CPR (Horizon Prep) - Juli 9:00am 12:00pm Active Shooter (Escondido Station 1 310 N Quin	9:00am 12:00pm Active Shooter (Escondido Station 1 310 N Quince)	9:00am 12:00pm Active Shooter (Escondido Station 1 310 N Quince)	A Shift 8:00am 5:00pm E2632 to Palomar Fire Academy (San Marcos Training Center)	B Shift
Mar 29 - Apr 4	29	30	31	Apr 1	2	3	4
	A Shift	RSF STL Primary, ENC Secondary, NCF OES Type I, Ca 9:00am 12:00pm Strategic Plan (RSF 4 Classroom) - Activity Calendar	C Shift 1:00pm 4:30pm EFF E2821 APT (RSF Pump Pit) - Louis Marro				

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
March 2015

PLAN REVIEW

RESIDENTIAL PLAN REVIEWS	Number of Structures	Sq Footage
Fire Marshal	2	18,150
Fire Inspector	2	0
Fire Inspector/Forester	0	0
TOTAL	4	18,150
RESIDENTIAL ADDITIONS	Original Sq Footage	Added Sq Footage
Fire Marshal	3,750	1,600
Fire Inspector	6,385	1,654
Fire Inspector/Forester	0	0
TOTAL	10,135	3,254
COMMERCIAL PLAN REVIEWS	Number of Structures	Sq Footage
Fire Marshal	0	0
Fire Inspector	0	0
Fire Inspector/Forester	0	0
TOTAL	0	0
TOTAL NEW CONSTRUCTION		Sq Footage
Based on permitted Sq footage	Total Added	21,404
FIRE SPRINKLER REVIEWS	Commercial	Residential
Fire Marshal	2	3
Fire Inspector	0	9
Fire Inspector/Forester	0	0
TOTAL	2	12
TENANT IMPROVEMENTS	Number of Structures	Sq Footage
Fire Marshal	1	1,211
Fire Inspector	0	0
Fire Inspector/Forester	0	0
TOTAL	1	1,211
LANDSCAPE REVIEWS	Number of Reviews	Staff Hours
Fire Marshal	0	0.00
Fire Inspector	0	0.00
Fire Inspector/Forester	41	18.25
TOTAL	41	18.25

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
March 2015

SERVICES PROVIDED- FIRE PREVENTION

DPLU -All Staff	Number	Staff Hours
Project Availability Forms	0	0.00
Use Permits	0	0.00
Zaps	0	0.00
Administrative Review	0	0.00
Habit Plans	0	0.00
Approval Letters	2	2.00
CWPP/FPP	0	0.00
TOTAL	2	2.00
INSPECTION SERVICES- All Staff	Number of Inspections	Staff Hours
Undergrounds	2	2.00
Hydros (Fire Sprinklers)	9	9.00
Finals (Structures)	20	23.00
Landscape	15	7.00
Reinspections	0	0.00
Tents/Canopy	3	2.50
Burn Permits	0	0.00
Department of Social Service Licensing	0	0.00
Knox/Strobe	0	0.50
Code Enforcement	11	11.00
Engine Company Follow Up	0	0.00
Misc.	2	2.00
TOTAL	62	57.00
HAZARD INSPECTIONS - All Staff	Number of Inspections	Staff Hours
Weed Abatement Inspection	39	3.00
Weed Abatement Reinspection	0	0.00
1st Notice	29	6.00
2nd Notice	9	1.00
Final Notice	0	0.00
Forced Abatement	0	0.00
Postings	0	0.00
Annual Mailers	1	4.00
Homeowner Meeting	28	20.00
WUI	0	0.00
TOTAL	106	34.00
GRADING -All Staff	Number of Inspections	Staff Hours
Plan Review	2	2.00
TOTAL	2	2.00

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary
March 2015

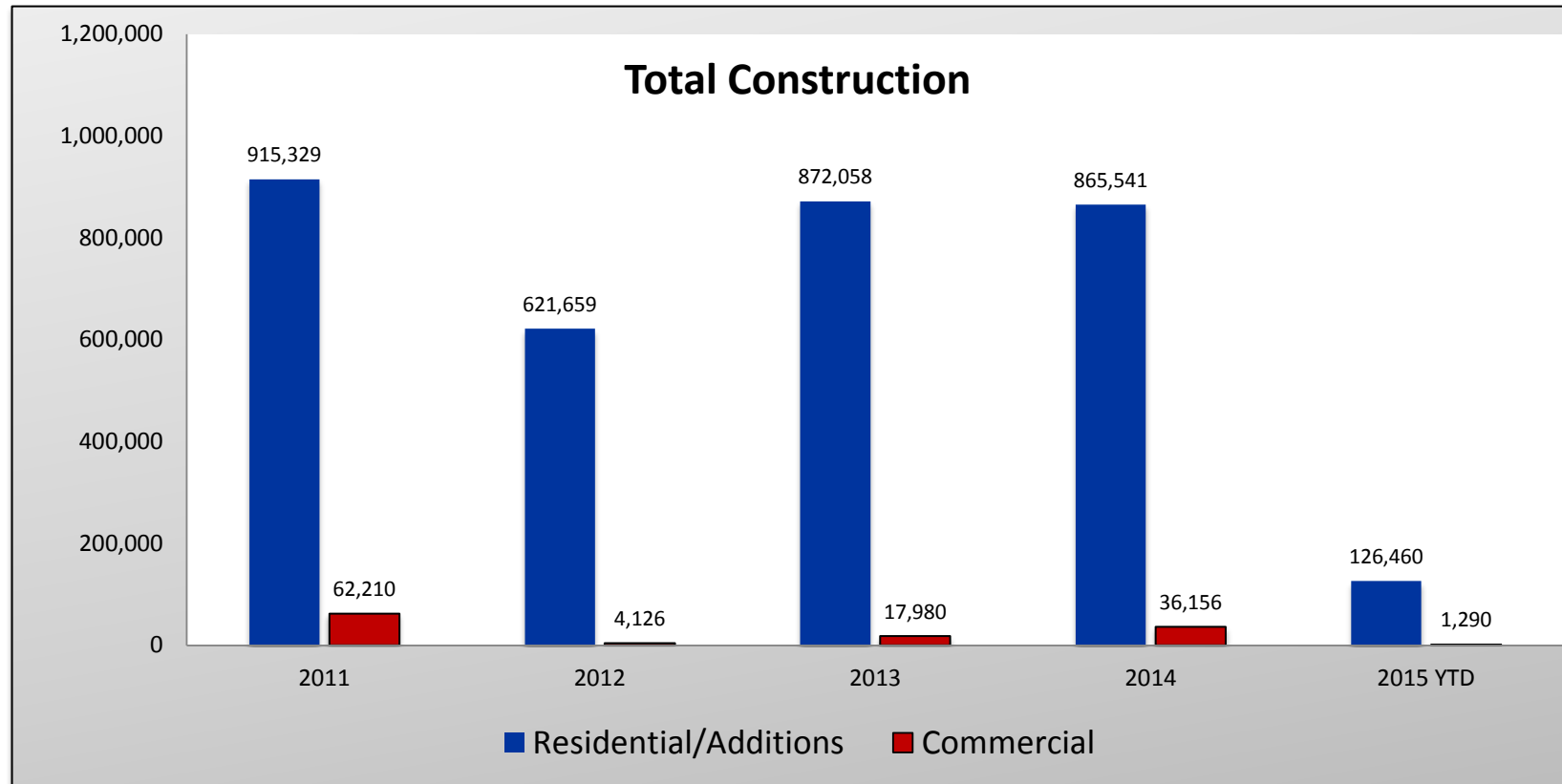
ADMINISTRATIVE SERVICES- FIRE PREVENTION

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	2	9.50
Conferences	5	40.00
Meetings	0	0.00
Other	2	4.00
Supervision	0	0.00
Fuels Reduction	0	0.00
TOTAL	9	53.50
FIRE PREVENTION -All Staff	Number	Staff Hours
Incoming Phone Calls	220	55.00
Correspondence	181	45.25
Consultations	73	73.00
Plan Review	89	89.00
Scanning	89	22.25
General Office	58	58.00
TOTAL	621	342.50

ADMINISTRATIVE SERVICES- OFFICE SUPPORT

OFFICE COORDINATOR-PREVENTION	Number	Staff Hours
Phone Calls (All Administrative Staff) Internal & External	793	39.65
Correspondence	253	63.25
Walk in/Counter (All Administrative Staff)	189	15.75
Knox Application Request	7	1.75
UPS Outgoing Shipments	0	0.00
Plan Accepted/Routed	56	14.00
Special Projects	4	4.00
Scanning Documents/Electronic Files	97	24.25
Meetings: Admin/Prevention/Admin Shift	6	3.00
Post Office Runs	2	1.00
Deposit runs and preparations	11	5.50
TOTAL	1,418	172.15

Rancho Santa Fe Fire Protection District

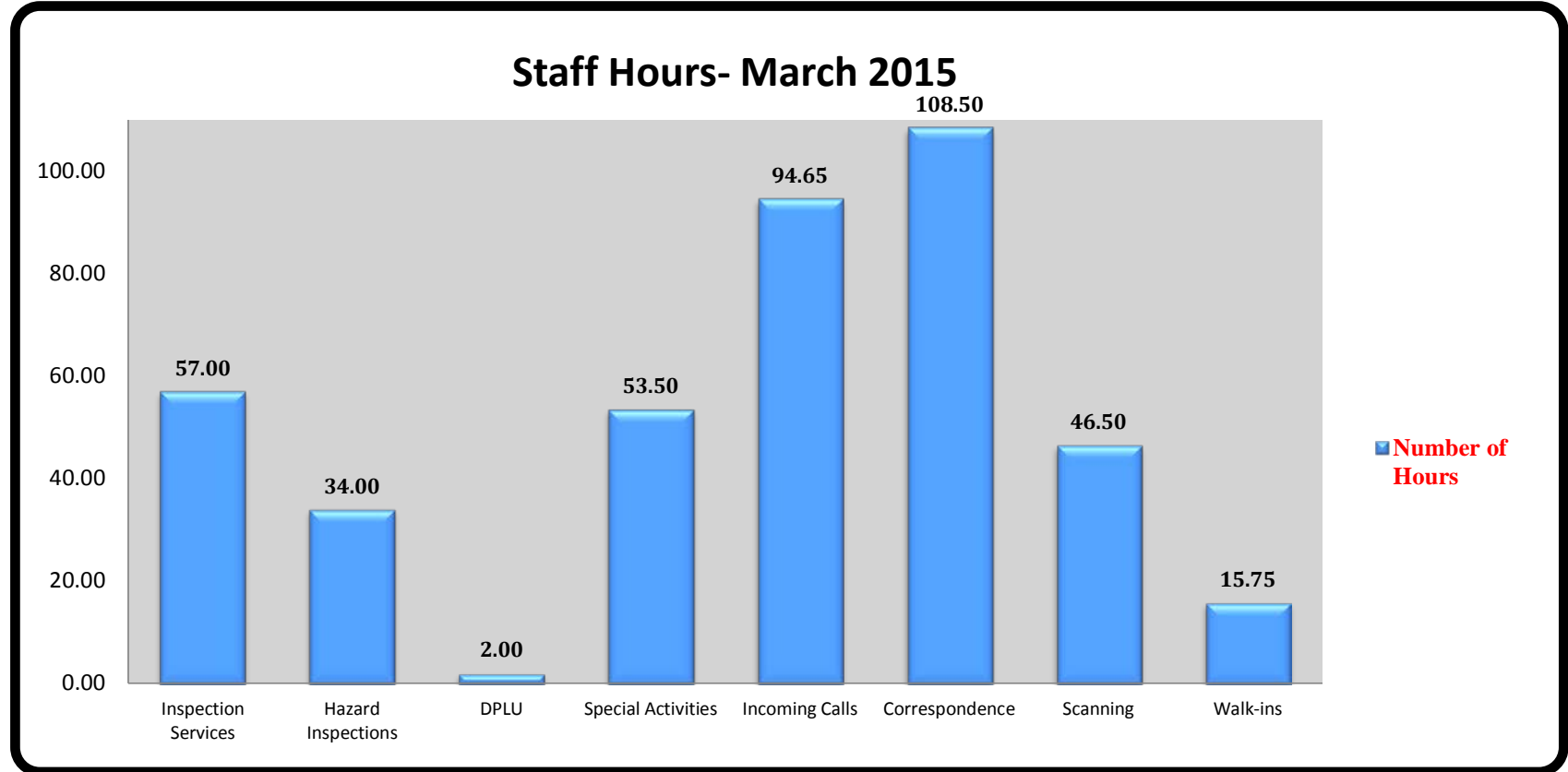
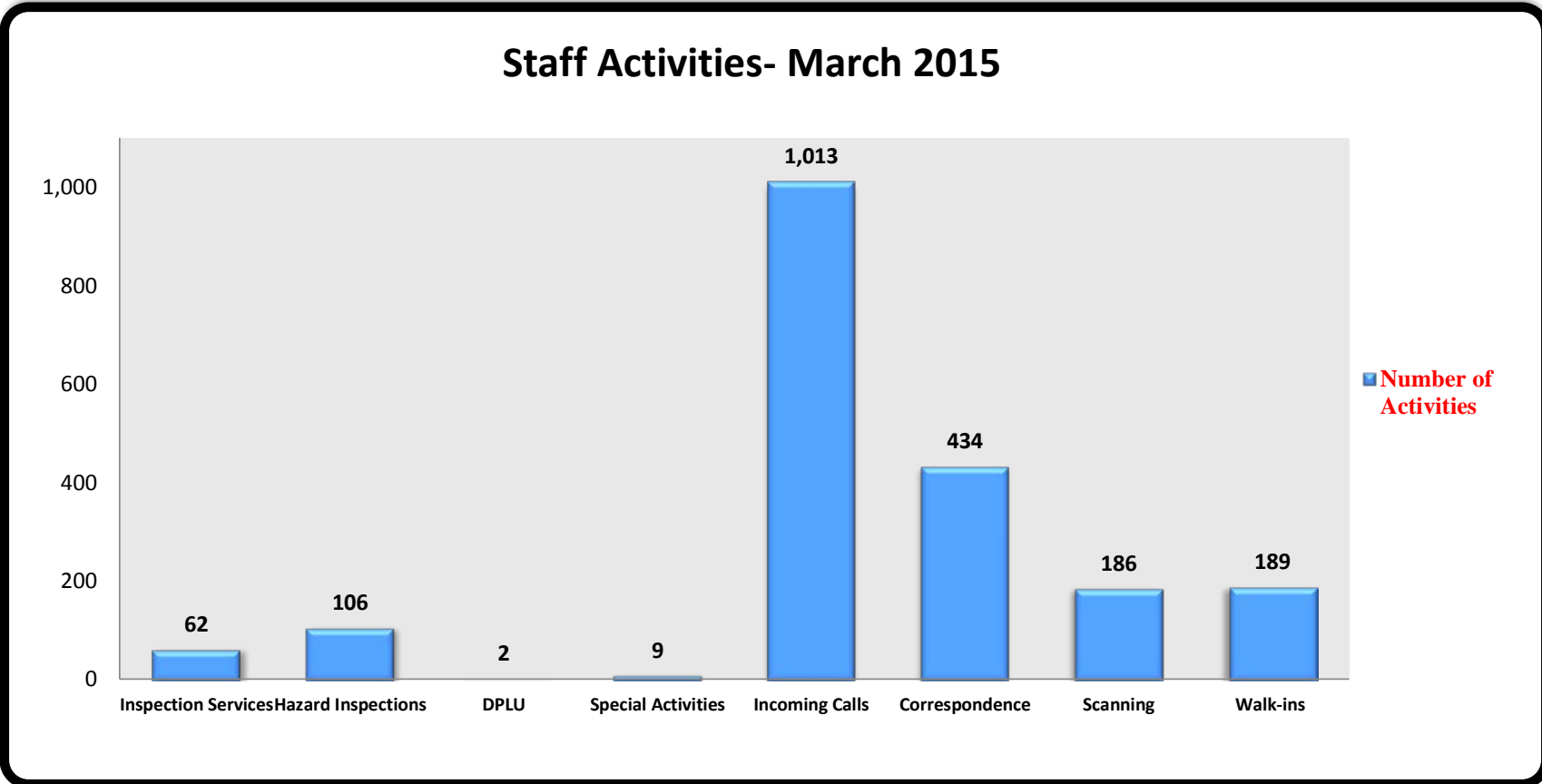


Year	Res/Add	Comm	Total
2011	915,329	62,210	977,539
2012	621,659	4,126	625,785
2013	872,058	17,980	890,038
2014	865,541	36,156	901,697
2014 YTD	79,343	36,156	115,499
2015 YTD	126,460	1,290	127,750

Comparison 2014/2015 Total Square Footage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	66,782	12,561	52,601	77,293	157,035	19,168	55,817	111,794	57,680	189,713	8,606	92,647
2015	75,647	30,699	21,404									

Fire Prevention Monthly Staff Report
March 2015



Comparison 2014/2015 Total Monthly Hours/Activities

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	1592	1662	1776	1958	2653	3649	5058	3997	1952	1844	2143	1261
Hours	269.25	325.08	334.35	334.05	433.25	536.95	668.32	667.33	404.8	413.03	389.88	99.50

2015	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activities	1761	1490	2001									
Hours	423.45	301.18	411.9									

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

Rancho Santa Fe Fire-Month End
Public Education Coordinator
March 2015

WEBSITE/INTERNET		Staff Hours
Update existing info & documents: <i>Updated home page, news, etc</i>		3.0
		3.0
Compile & write new information: <i>Research potential design options</i>		4.0
		4.0
Social Media <i>Facebook "Fans" - 555</i> <i>Twitter "Followers" - 1721</i>		3.0
		2.0
		1.0
TOTAL		10.0
PUBLICATIONS		Staff Hours
Design/write brochures, flyers, etc:		0.0
		0.0
TOTAL		0.0
MEDIA RELATIONS		Staff Hours
On-scene Public Information Officer:		0.0
Press Releases: <i>Love Your Heart Day</i> <i>Hand-only CPR</i> <i>Boot Drive</i>		3.0
		1.0
		1.0
		1.0
Other Articles/Stories/Interviews:		0.0
TOTAL		
EDUCATIONAL PROGRAMS/PRESENTATIONS		Staff Hours
Children's Programs <i>Station Tour - 1</i> <i>Hands-only CPR Horizon Prep Scheduling</i> <i>Pizza Parties</i>		9.0
		1.0
		2.0
		6.0
Adult Programs: <i>PulsePoint/AED upkeep</i> <i>Fire Extinguisher Training (4S) Prep</i>		3.0
		1.0
		2.0
TOTAL		12.0

Rancho Santa Fe Fire-Month End
Public Education Coordinator
March 2015

EVENTS		Staff Hours
External/Community Events:		12.0
<i>Love Your Heart Day</i>		12.0
Internal Events:		0.0
TOTAL		12.0
CONTINUING EDUCATION		Staff Hours
Training Classes:		0.0
Conferences:		0.0
Meetings:		22.0
<i>Staff meetings</i>		4.0
<i>Shift Meeting (including minutes)</i>		10.0
<i>CSA 17 Pub Ed</i>		8.0
TOTAL		22.0
CLERICAL		Staff Hours
Prevention-related:		39.0
<i>Mailbox, email inbox, phone calls, news clips, etc.</i>		35.0
<i>Phone Calls</i>		4.0
Non-prevention/non-minute related:		21.0
TOTAL		60.0
TOTAL HOURS		116.0

RESOLUTION No. 2015-02

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

BE IT RESOLVED that the Board of Directors of the Rancho Santa Fe Fire Protection District does hereby authorize the following salary range and benefits for Emergency Medical Service (EMS) Coordinator effective July 1, 2015.

I. SALARY (FLSA Exempt)

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

<i>Position</i>	<i>Range/Annual Salary</i>	
EMS Coordinator	\$89,079	\$108,275

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

II. RETIREMENT

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

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

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

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

III. SICK LEAVE

3.01 *Non-shift employees*

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

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

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

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

3.03 *Exempt Employee(s)*

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

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

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

IV. INSURANCE

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

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

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

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

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

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

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

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

V. HEALTH RETIREMENT SAVINGS ACCOUNT

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

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

VI. HOLIDAYS

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

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

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

VII. USE OF DISTRICT VEHICLES

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

- a. EMS Coordinator – County Contract Vehicle

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

VIII. VACATION ACCRUAL

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

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

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on April 8, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

James H Ashcraft
President

ATTEST:

Karlana Rannals
Secretary

RESOLUTION No. 2015-03

A 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

WHEREAS, the California Public Employees Retirement System (“PERS”) recently adopted the California Code of Regulations, Title 2, Section 570.5 on August 10, 2011; and

WHEREAS, the California Code of Regulations, Title 2, Section 570.5 requires the District’s Board of Directors approve and adopt all pay schedules; and

WHEREAS, the Regulations require that the pay schedule be made public without reference to another document in disclosure of the pay rate.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Rancho Santa Fe Fire Protection District, a public agency in the County of San Diego, California, as follows:

- 1) That the attached pay schedule titled Rancho Santa Fe Fire Protection District Pay Schedule, set forth in Exhibit “A” attached hereto and incorporated herein by reference is approved and adopted.
- 2) That the pay schedule approved and adopted by this resolution shall be periodically updated by the Board of Directors, in accordance with the California Code of Regulations requirements.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on April 8, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

JAMES H ASHCRAFT
President

ATTEST:

Karlena Rannals
Secretary

Rancho Santa Fe Fire Protection District Resolution 2015-03 Exhibit "A"

Effective Date - January 1, 2015

Memorandum of Understanding Positions - Administration

	Steps or Range				
Deputy Fire Marshal	A	B	C	D	E
Hourly	\$41,077	\$43,131	\$45,287	\$47,551	\$49,929
Monthly	\$7,120	\$7,476	\$7,850	\$8,242	\$8,654
Annual	\$85,440	\$89,712	\$94,197	\$98,907	\$103,852
Fire Prevention Specialist	A	B	C	D	E
Hourly	\$31,189	\$32,748	\$34,385	\$36,105	\$37,910
Monthly	\$5,406	\$5,676	\$5,960	\$6,258	\$6,571
Annual	\$64,872	\$68,116	\$71,522	\$75,098	\$78,853
Fire Prevention Specialist II/Forester	A	B	C	D	E
Hourly	\$34,308	\$36,024	\$37,825	\$39,716	\$41,702
Monthly	\$5,947	\$6,244	\$6,556	\$6,884	\$7,228
Annual	\$71,361	\$74,929	\$78,676	\$82,610	\$86,740
Public Education Coordinator	A	B	C	D	E
Hourly	\$31,976	\$33,575	\$35,254	\$37,016	\$38,867
Monthly	\$5,543	\$5,820	\$6,111	\$6,416	\$6,737
Annual	\$66,510	\$69,836	\$73,327	\$76,994	\$80,843
Office Support Coordinator - FP	A	B	C	D	E
Hourly	\$22,540	\$23,667	\$24,851	\$26,093	\$27,398
Semi Monthly	\$3,907	\$4,102	\$4,307	\$4,523	\$4,749
Annual	\$46,884	\$49,228	\$51,690	\$54,274	\$56,988
Accounting Specialist	A	B	C	D	E
Hourly	\$27,531	\$28,907	\$30,353	\$31,870	\$33,464
Monthly	\$4,772	\$5,011	\$5,261	\$5,524	\$5,800
Annual	\$57,264	\$60,128	\$63,134	\$66,291	\$69,605
Staff Assistant - ADMIN	A	B	C	D	E
Hourly	\$24,296	\$25,511	\$26,786	\$28,126	\$29,532
Monthly	\$4,211	\$4,422	\$4,643	\$4,875	\$5,119
Annual	\$50,536	\$53,063	\$55,716	\$58,501	\$61,427

Memorandum of Understanding Positions - Safety

Firefighter/Paramedic	A	B	C	D	E
Hourly	\$24,165	\$25,374	\$26,642	\$27,975	\$29,373
Monthly (Includes FLSA)	\$6,021	\$6,322	\$6,638	\$6,970	\$7,319
Annual (Includes FLSA)	\$72,255	\$75,868	\$79,661	\$83,644	\$87,826
Engineer	A	B	C	D	E
Hourly	\$25,117	\$26,373	\$27,692	\$29,077	\$30,530
Monthly (Includes FLSA)	\$6,258	\$6,571	\$6,900	\$7,245	\$7,607
Annual (Includes FLSA)	\$75,101	\$78,856	\$82,799	\$86,939	\$91,286
Engineer/Paramedic	A	B	C	D	E
Hourly	\$25,792	\$27,08	\$28,435	\$29,857	\$31,350
Monthly (Includes FLSA)	\$6,426	\$6,748	\$7,085	\$7,439	\$7,811
Annual (Includes FLSA)	\$77,118	\$80,973	\$85,022	\$89,273	\$93,737
Captain	A	B	C	D	E
Hourly	\$29,468	\$30,94	\$32,488	\$34,113	\$35,818
Monthly (Includes FLSA)	\$7,342	\$7,710	\$8,095	\$8,500	\$8,925
Annual (Includes FLSA)	\$88,109	\$92,514	\$97,140	\$101,997	\$107,097

Board Resolution Positions - Exempt

Emergency Medical Services Coordinator -	Range	
Monthly	\$7,070	\$8,593
Annual	\$84,837	\$103,119
Emergency Medical Services Coordinator - Adopted Resolution 2015-02 Effective 07/01/2015	Range	
Monthly	\$7,423	\$9,023
Annual	\$89,079	\$108,275
Fire Chief	Range	
Monthly	\$13,222	\$16,528
Annual	\$158,669	\$198,337
Deputy Chief	Range	
Monthly	\$10,975	\$13,719
Annual	\$131,701	\$164,627
Battalion Chief	Range	
Monthly	\$9,517	\$11,896
Annual	\$114,204	\$142,755
Fire Marshal	Range	
Monthly	\$9,552	\$11,610
Annual	\$114,619	\$139,320
Administrative Manager	Range	
Monthly	\$7,879	\$9,848
Annual	\$94,543	\$118,179

STAFF REPORT

NO. 15-05

TO: BOARD OF DIRECTORS
TONY MICHEL, FIRE CHIEF
FROM: BRET DAVIDSON, BATTALION CHIEF
SUBJECT: BUDGET AUTHORIZATION COMMAND SIMULATORS
DATE: APRIL 3, 2015



At the November 2014, the Board of Directors approved a budget authorization to purchase four portable strategic fire simulators. The following is the approved text from the meeting minutes:

a. Budget Authorization

Chief Davidson summarized the staff report. He reported that the District submitted a grant request on behalf of the San Diego County Fire Chiefs Association. The District took the lead on the purchase of four portable strategic fire simulators, which are to be distributed by operational zones countywide. The funding needed is \$115,842, however will be 100% reimbursable through the Urban Area Security Initiative (UASI) grant. In addition, staff requested an exemption from the District's capitalization policy, as it is likely that with the change in technology the equipment would not be replace. The District's proportionate share of the equipment is \$28,960. Staff responded to questions from the board.

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

- 1) Authorize the district to serve as the purchasing agent for the grant;
- 2) Authorize the purchase of four ((4) portable Strategic Fire Simulators that were submitted and approved as part of a Countywide Urban Area Security Initiative (UASI) grant project; and
- 3) Exempt the equipment from the District's capitalization policy and expense the cost in FY15.

Urban Area Security Initiative (UASI) representatives have requested that the Board of Directors acknowledge, as a part of the budget authorization approval, that they were informed that parts of the grant were single source items and that a competitive bid was unable to be obtained. Specifically, this is the "Blue Card Simulations" developed by *Across the Street Productions*.

This report and the minutes from the April 8, 2015 board meeting will be used as supporting documentation for reimbursement of funds for the UASI grant.

STAFF REPORT

15-06

TO: BOARD OF DIRECTORS
FROM: TONY MICHEL, FIRE CHIEF
SUBJECT: HURST eHYDRAULIC
DATE: FEBRUARY 06, 2015



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

Description	FY15 Budget	Funding Request	Funding Source	Action Requested
Hurst eHydraulic Rescue Tool Set: (1) Cutter (1) Spreader (1) Ram (1) Various Accessories	\$32,246	\$30,000 \$ 2,246	Capital Expenditure – Equipment General Fund	Authorize purchase

JUSTIFICATION for Funding Request:

Staff seeks authorization to purchase one (1) set of Hurst eHydraulic rescue tools. The new battery powered extrication tools will replace older gasoline powered hydraulic tools on E2614. The older hydraulic tools will be kept and placed on a reserve unit.

The district was not required to follow the RFP process, since the purchase will be made through Fire/Rescue Group Purchasing Organization (GPO) Contract #VH11277, that has already a publicly awarded contract.

Note: The district will seek \$20,000 in reimbursement of this purchase thru funds available from the State Homeland Security.

STAFF REPORT

NO. 15-07

TO: BOARD OF DIRECTORS
FROM: TONY MICHEL, FIRE CHIEF
SUBJECT: CAL WEST ASSIGNMENT AND ASSUMPTION OF A
PORTION OF THE RANCHO CIELO FIRE SERVICE AGREEMENT
DATE: APRIL 3, 2015



RECOMMENDATION

Approve the Cal West Assignment and Assumption of the Rancho Cielo Agreement for Provisions of Fire Protection and Fire Fighting Services and Emergency Medical Response., and authorize the Fire Chief to execute this assignment.

BACKGROUND

The Fire District (District) recently received notice by Rancho Cielo Estates, Ltd, (Cielo) of their intent to assign a portion of their rights and obligations to CWV Cielo 41 LLC, (Cal West) and California West Communities, LLC.

Pursuant to Section 17.6 of the Rancho Cielo Fire Agreement, if Cielo desires to assign the rights and interest under the Fire Agreement, Cielo must obtain the District's prior written consent, which will be granted if such assignee demonstrates to the reasonable satisfaction of the District.

The District has consented to previous Assignment and Assumption Agreements in the current Fire Protection and Fire Fighting Services and Emergency Medical Response Agreements.

CURRENT SITUATION

Staff and counsel have worked with Cielo and Cal West on this Assignment and Assumption Agreement to satisfy the District interest. The assignment and assumption agreement will be for Cal West Cielo 41 LLC, and California West Communities, LLC will be retroactive to March 6, 2013.

ASSIGNMENT AND ASSUMPTION AGREEMENT

THIS ASSIGNMENT AND ASSUMPTION REGARDING AMENDED AND RESTATED AGREEMENT FOR PROVISION OF FIRE PROTECTION AND FIRE-FIGHTING SERVICES AND EMERGENCY MEDICAL RESPONSE TO RANCHO CIELO ("Assignment") is entered into effective as of March 6, 2013 ("Effective Date") into by and among Rancho Cielo Estates, Ltd., a California corporation ("Assignor"); CWV Cielo 41 LLC, a Delaware limited liability company ("Assignee"); and California West Communities, LLC, a California limited liability company ("CWC"), with regard to the following:

RECITALS

A. Assignor is a party to that certain Amended and Restated Agreement for Provision of Fire Protection and Fire Fighting Services and Emergency Medical Response to Rancho Cielo by and among Rancho Santa Fe Fire Protection District, a fire district organized under the Fire Protection District Law of 1987, and Rancho Cielo Development Company, a California corporation dated as of November 20, 1998 and recorded as of January 29, 1999 as Document No. 1999-0053393, Official Records of San Diego County, California (the "Fire Agreement").

B. Through a separate transaction, Assignor has previously conveyed to Assignee and Assignee has acquired from Assignor title to that certain real property more particularly described on Exhibit "A" attached hereto (the "Property").

C. CWC is the Manager of Assignee and is also an indirect owner of Assignee.

D. Pursuant to Section 17.6 of the Fire Agreement, Assignor desires to assign to Assignee and Assignee desires to acquire from Assignor all of Assignor's rights and interest under the Fire Agreement solely as they relate to the Property, and Assignor desires to assign to Assignee and Assignee and CWC desire to assume, certain executory obligations of Assignor under the Fire Agreement arising on or after the Effective Date.

NOW, THEREFORE, in furtherance of the foregoing and for good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

1. Assignment. Assignor hereby assigns to Assignee all rights and interests of Assignor under the Fire Agreement solely as they relate to the Property.

2. Assumption. In consideration of the Assignment by Assignor to Assignee as set forth in Section 1 above, Assignee and CWC hereby agree to assume the following executory obligations of Assignor under the Fire Agreement arising on or after the Effective Date: pay to the Rancho Santa Fe Fire Protection District nine and 4/10 percent (9.4%) of Assignor's share of operational and maintenance costs as they become due and payable pursuant to Section 13 of the Fire Agreement (the "Assumed Obligations"). In furtherance thereof, Assignee and CWC agree to perform the Assumed Obligations pursuant to and in accordance with the terms of the Fire Agreement.

3. Indemnification by Assignor. Assignor shall defend, protect, indemnify, and hold harmless Assignee, its partners, members, managers, officers, employees, and agents, from and against any and all claims, liabilities, damages, losses, suits, costs, and expenses of every kind, nature, and type (including reasonable attorneys' fees) asserted by any person, entity, or party for or on account of Assignor's obligations and liabilities arising out of or under the Fire Agreement before the Effective Date.

4. Indemnification by Assignee. Assignee and CWC shall defend, protect, indemnify, and hold harmless Assignor, its partners, members, managers, officers, employees, and agents, from and against any and all claims, liabilities, damages, losses, suits, costs, and expenses of every kind, nature, and type (including reasonable attorneys' fees) asserted by any person, entity, or party for or on account of Assignee's and CWC's obligations and liabilities arising out of or under the Fire Agreement on or after the Effective Date.

5. Further Assurances. The parties hereto each agree to execute and deliver to the other party, upon demand, such further documents, instruments, and conveyances, and shall take such further actions, as are necessary or desirable to effectuate this Assignment.

6. Attorneys' Fees. The prevailing party as to any disputes relating to this Assignment shall be entitled to recover from the unsuccessful party to this Assignment all costs, expenses, and actual attorneys' fees relating to the enforcement or interpretation of, or any litigation or arbitration relating to, this Assignment. Any judgment or order entered in such action shall contain a specific provision providing for the recovery of attorneys' fees and costs incurred in enforcing such judgment. For purposes of this paragraph, attorneys' fees shall include, without limitation, fees incurred in the following: (1) post judgment motions and appeals; (2) contempt proceedings; (3) garnishment, levee, and debtor and third party examinations; (4) discovery; and (5) bankruptcy proceedings, including, without limitation, all motions, adversary proceedings, and contested and uncontested matters in a case under Title 11 of the U.S. Code, where a party has appeared through counsel to protect its interests as a creditor under the Bankruptcy Code.

7. Successors and Assigns. This Assignment shall be binding upon and shall inure to the benefit of the heirs, administrators, executors, successors, and assigns of the respective parties hereto.

8. Governing Law. This Assignment shall be governed by and construed in accordance with the laws of the State of California, without regard to choice of law principles.

9. Counterparts. This instrument may be executed in multiple counterparts, each of which taken together shall constitute but one and the same instrument, binding against all parties hereto.

IN WITNESS WHEREOF, Assignor and Assignee have executed this Assignment as of the Effective Date.

“ASSIGNOR”:

Rancho Cielo Estates, Ltd.,
a California corporation

By: _____
Pete Fagrell, President

“ASSIGNEE”:

CWV Cielo 41 LLC, LLC,
a California limited liability company

By: California West Communities, LLC, a
California limited liability company
Its: Manager

By: _____
Name: _____
Title: _____

"CWC"

California West Communities, LLC, a California
limited liability company

By: _____
Name: _____
Its: _____

RANCHO SANTA FE FIRE PROTECTION DISTRICT HEREBY CONSENTS TO
THE ASSIGNMENT.

RANCHO SANTA FE FIRE PROTECTION
DISTRICT, a fire district organized under
the Fire Protection District Law of 1987

DATED: _____

By: _____
Name: _____
Title: _____

EXHIBIT "A"

LEGAL DESCRIPTION OF THE PROPERTY

Real property in the City of San Diego, County of San Diego, State of California, described as follows:

PARCEL 1:

LOTS 55 THROUGH 57 AND 59 THROUGH 96 INCLUSIVE, 101, 102 AND 110, OF COUNTY OF SAN DIEGO TRACT NO. 5093-1, IN THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 14920, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY ON DECEMBER 3, 2004.

PARCEL 2:

AN EASEMENT AND RIGHT OF WAY FOR ACCESS, INGRESS AND EGRESS, ROAD AND UTILITY PURPOSES, INCLUDING BUT NOT LIMITED TO ELECTRIC POWER, TELEPHONE, GAS, WATER, SEWER AND CABLE TELEVISION LINES AND APPURTENANCES THERETO, OVER, UNDER, ALONG AND ACROSS LOT 76 (VIA AMBIENTE) OF AMENDED SAN DIEGO TRACT NO. 4227-1 ACCORDING TO MAP THEREOF NO. 14104, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY, AND OVER THE FOLLOWING DESCRIBED PORTION OF LOT 72 OF SAID MAP NO. 14104, BEING A 21.00 FOOT STRIP OF LAND, DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST SOUTHEASTERLY CORNER OF LOT 76, SAID POINT BEING THE INTERSECTION OF THE NORTHLINE OF LOT 72 (CALLE AMBIENTE), AN 81.00 FOOT WIDE PRIVATE ROAD AS SHOWN ON MAP NO. 14104, AND THE CUSP OF A 22.00 FOOT RADIUS CURVE CONCAVE NORTHEASTERLY, A RADIAL LINE TO SAID POINT BEARS SOUTH 30 50 00" WEST; THENCE CONTINUING ALONG THE NORTH LINE OF SAID LOT 72 (CALLE AMBIENTE) NORTH 59 10 00" WEST 105.58 FEET; THENCE LEAVING SAID NORTH LINE SOUTH 30 50 00" WEST 21.00 FEET; THENCE SOUTH 59 10 00" EAST 105.58 FEET; THENCE NORTH 30 50 00" EAST 21.00 FEET TO THE POINT OF BEGINNING.

PARCEL 3:

AN EASEMENT AND RIGHT OF WAY FOR ACCESS, INGRESS AND EGRESS, ROAD AND UTILITY PURPOSES, INCLUDING BUT NOT LIMITED TO ELECTRIC POWER, TELEPHONE, GAS, WATER, SEWER AND CABLE TELEVISION LINES AND APPURTENANCES THERETO, OVER, UNDER, ALONG AND ACROSS THAT PORTION OF CALLE AMBIENTE, AS DEDICATED AND SHOWN ON COUNTY OF SAN DIEGO TRACT NO. 4227-1, ACCORDING TO MAP

THEREOF NO. 11979, IN THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

ALL THAT PORTION OF CALLE AMBIENTE AS SO DEDICATED, PORTIONS OF WHICH WERE SUBSEQUENTLY VACATED BY RESOLUTION OF THE BOARD OF SUPERVISORS OF SAN DIEGO COUNTY, RECORDED FEBRUARY 17, 1999 AS INSTRUMENT NO. 1999-0095131 OF OFFICIAL RECORDS, LYING WITHIN THE AREA DESCRIBED AS PARCEL 1 OF ACCESS AND DRAINAGE EASEMENT DOCUMENT RECORDED ON FEBRUARY 1, 1999 AS INSTRUMENT NO. 1999-0056430 OF OFFICIAL RECORDS OF SAN DIEGO COUNTY.

PARCEL 4:

AN EASEMENT AND RIGHT OF WAY FOR INGRESS AND EGRESS, ROAD AND UTILITY PURPOSES, INCLUDING BUT NOT LIMITED TO ELECTRIC POWER, TELEPHONE, GAS, WATER, SEWER AND CABLE TELEVISION LINES AND APPURTENANCES THERETO, OVER, UNDER, ALONG AND ACROSS ALL OF LOTS 119 AND 120 OF COUNTY OF SAN DIEGO TRACT NO. 4229-2, ACCORDING TO THE MAP THEREOF NO. 12764.

PARCEL 5:

AN EASEMENT AND RIGHT OF WAY FOR INGRESS AND EGRESS, ROAD AND UTILITY PURPOSES, INCLUDING BUT NOT LIMITED TO ELECTRIC POWER, TELEPHONE, GAS, WATER, SEWER AND CABLE TELEVISION LINES AND APPURTENANCES THERETO, OVER, UNDER, ALONG AND ACROSS LOT 54 OF COUNTY OF SAN DIEGO TRACT NO. 4229-1, ACCORDING TO THE MAP THEREOF NO. 11978.

PARCEL 6:

AN EASEMENT AND RIGHT OF WAY OF INGRESS AND EGRESS, ROAD AND UTILITY PURPOSES, INCLUDING BUT NOT LIMITED TO ELECTRIC POWER, TELEPHONE, GAS, WATER, SEWER AND CABLE TELEVISION LINE AND APPURTENANCES THERETO OVER, UNDER, ALONG AND ACROSS LOTS 101, 102, AND 104 THROUGH 110 INCLUSIVE OF COUNTY OF SAN DIEGO TRACT NO. 5093-1, IN THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 14920, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY ON DECEMBER 4, 2004.

APN: 264-671-09 THROUGH 264-671-11, 264-671-13 THROUGH 264-671-50, 264-671-52, 264-671-53 AND 264-671-55.