



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

Rancho Santa Fe FPD
Board Room – 18027 Calle Ambiente, Ste. 101
Rancho Santa Fe, California 92067

January 15, 2025
1:00 pm PT
Regular Meeting

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

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk 858-756-5971 ext. 1014. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to assure accessibility to the meeting.

Rules for Addressing the 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 act on any matter presented during the Public Comment but can refer it to staff for review and possible discussion at a future meeting. As permitted by State Law, the Board may act on matters of an urgent nature, or which require immediate attention. The time allotted for each presentation is subject to the discretion of the board and based on the number of intended speakers. Each audience member will be allotted an equal amount of time.

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings at the Board Clerk’s office located at 18027 Calle Ambiente, Suite 101, Rancho Santa Fe, CA during normal business hours. Packet documents are also posted online at www.rsfire.org.



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

January 15, 2025

1. Call to Order
2. Election of Officers
Pursuant to the Fire Protection District Law 1987, Section 13853, effective January 1, 1988, the district board shall elect a President, Vice-President, and a secretary or clerk.
3. Determination of a Quorum/Roll Call
4. Pledge of Allegiance
5. AB 2449 Approve Director's Request
 - If a request is submitted, consider approval of the Director's request to participate remotely and utilize Just Cause or Emergency Circumstance per AB 2449
6. Approval of Agenda
7. Public Comment
This portion of the agenda may be utilized by any person to address the Board of Directors on any matter within their jurisdiction. However, depending on the subject matter, the Board may be unable to respond at this time or until the specific item is placed on the agenda at a future meeting, as provided by The Brown Act. Comment time will be set based on the number of intended commentors.
8. Motion waiving reading in full of all Resolutions/Ordinances

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

9. Consent Calendar
 - a. Board of Directors Minutes
 - Minutes of December 18, 2024
ACTION REQUESTED: **Approve**
 - b. Receive and File
 - Monthly/Quarterly Reports for December 2024
 - (1) List of Demands: Checks 38395 through 38483 and Electronic Funds Transfers (EFTs)

totaling:	\$ 607,638.93
Payroll(s) totaling:	\$ <u>982,800.68</u>
TOTAL DISTRIBUTION	\$ 1,590,439.61
 - (2) Grant Recap
 - (3) Activity Reports – December 2024
 - (a) Operations



Rancho Santa Fe Fire Protection District Board of Directors Regular Meeting

January 15, 2025

- (b) Training
- (c) Fire Prevention

ACTION REQUESTED: **Receive and File**

10. Correspondence

11. New Business

a. Grant Acceptance

To discuss and/or accept a donation from the Rancho Santa Fe Fire District Foundation (RSFFDF) for Columbia Down Jackets. [Staff Report 25-01](#)

ACTION REQUESTED: **Accept**

12. Oral Reports

- i. Fire Chief
- ii. Operations
- iii. Training
- iv. Fire Prevention
- v. Finance
- vi. Board of Directors
 - North County Dispatch JPA – Update
 - County Service Area – 17 – Update
 - Rancho Santa Fe Fire District Foundation - Update
 - Director Comments

13. Adjournment

The next regular Board of Directors meeting to be held on February 19, 2025, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

CERTIFICATION OF POSTING

I certify that on January 9, 2025, 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 January 9, 2025:

Sarah Montagne
Board Clerk

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes December 18, 2024



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

Director Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:02pm.

Determination of a Quorum

Quorum confirmed.

Roll Call

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

Directors Absent: None

Staff Present: Fire Chief Dave McQuead; Deputy Chief Jim Mickelson; Fire Marshal Marlene Donner; Finance Manager Burgen Havens; Executive Assistant/Board Clerk Sarah Montagne; Training Chief Luke Bennett; Battalion Chief Brian Salameh

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

Pledge of Allegiance

Director Barnard led the assembly in the Pledge of Allegiance.

AB 2449 Approve Director's Request

No request was made.

Approval of Agenda

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve agenda as presented.

1. **Public Comment**

Director Kevin Barnard recused himself from public comment at 1:03p due to his property line being within 500 feet of the Elfin Forest/Harmony Grove Village South project.

5 members of the public commented regarding the Elfin Forest/Harmony Grove Village South project.

Director Kevin Barnard returned to the meeting following the conclusion of public comment at 1:15p.

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

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR TANNER, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

3. **Consent Calendar**

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the consent calendar.

4. **Correspondence**

3 pieces of correspondence filed.

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes December 18, 2024



5. **Unfinished Business**

a. **Board of Directors Meeting Calendar**

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR BARNARD, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to confirm the CY25 meeting schedule as presented.

6. **New Business**

a. **Resolution No. 2024-18**

To discuss and/or adopt a Resolution entitled 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.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE. MOTION CARRIED to adopt Resolution No. 2024-18.

AYE: DIRECTOR ASHCRAFT, DIRECTOR BARNARD, DIRECTOR HILLGREN, DIRECTOR TANNER, DIRECTOR STINE

NAY: NONE

ABSENT: NONE

ABSTAIN: NONE

b. **Resolution No. 2024-19**

To discuss and/or adopt a Resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Salaries and Benefits for Management Personnel.

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR HILLGREN. MOTION CARRIED to adopt Resolution No. 2024-19.

AYE: DIRECTOR ASHCRAFT, DIRECTOR BARNARD, DIRECTOR HILLGREN, DIRECTOR TANNER, DIRECTOR STINE

NAY: NONE

ABSENT: NONE

ABSTAIN: NONE

c. **2025 CalPERS ADP**

To discuss and/or authorize the FY25 CalPERS Additional Discretionary Payment (ADP) to reduce the districts unfunded accrued liability.

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR BARNARD. MOTION CARRIED to select the 10-year Fresh Start and send a \$900,000 additional payment.

AYE: DIRECTOR ASHCRAFT, DIRECTOR BARNARD, DIRECTOR HILLGREN, DIRECTOR TANNER, DIRECTOR STINE

NAY: NONE

ABSENT: NONE

ABSTAIN: NONE

Break at 2:13p

Adjourned to closed session at 2:18p

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes December 18, 2024



7. **Closed session**

With respect to every item of business to be discussed in closed session pursuant to Section 54957
Employee Performance Evaluation

Title: Fire Chief

All board members, Fire Chief McQuead, and Executive Assistant/Board Clerk Sarah Montagne attended and participated in this discussion. Direction given.

Reconvened to Open Session at 2:40pm. No further discussion.

8. **Adjournment**

Meeting adjourned at 2:41pm

The next regular Board of Directors meeting is to be held on January 15, 2024, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

Sarah Montagne
Executive Assistant/Board Clerk

James H. Ashcraft
President

Report Criteria:

Report type: Invoice detail

Check.Type = {<->} "Adjustment"

Check Issue Date	Check Number	Payee	Amount	Invoice GL Account Title
12/06/2024	38395	Advanced Communication Systems Inc	442.50	RADIOS
12/06/2024	38396	AT&T Calnet 2/3	30.65	UTILITIES: RSF1
12/06/2024	38396	AT&T Calnet 2/3	30.65	UTILITIES: RSF1
12/06/2024	38396	AT&T Calnet 2/3	76.10	UTILITIES: RSF3
12/06/2024	38396	AT&T Calnet 2/3	90.42	UTILITIES: RSF1
12/06/2024	38396	AT&T Calnet 2/3	307.84	UTILITIES: ADMIN
12/06/2024	38396	AT&T Calnet 2/3	34.69	UTILITIES: RSF3
12/06/2024	38396	AT&T Calnet 2/3	59.48	UTILITIES: ADMIN
12/06/2024	38397	C.A.P.F.	1,327.50	DISABILITY INSURANCE
12/06/2024	38398	California Society of Municipal Finance	150.00	MEMBERSHIPS & SUBSCRIPTIONS
12/06/2024	38398	California Society of Municipal Finance	60.00	MEMBERSHIPS & SUBSCRIPTIONS
12/06/2024	38399	CDW Government Inc.	4,322.90	COMPUTERS & PRINTERS
12/06/2024	38400	Charter Communications Holdings LLC (Sp	1,230.19	UTILITIES: ADMIN
12/06/2024	38400	Charter Communications Holdings LLC (Sp	48.62	UTILITIES: RSF4
12/06/2024	38401	Cielo Village Partners LP	3,200.00	BUILDING: ADMIN
12/06/2024	38402	COR Security Inc	566.53	BUILDING: RSF1
12/06/2024	38403	Cox Communications	590.71	UTILITIES: RSF3
12/06/2024	38404	Day Wireless Systems Inc	170.00	RADIOS
12/06/2024	38405	Dependable Alarm Systems Inc	468.00	UTILITIES: RSF2
12/06/2024	38406	Direct Energy Business-Dallas	1,988.63	UTILITIES: RSF1
12/06/2024	38407	Dish	127.80	UTILITIES: RSF6
12/06/2024	38408	EDCO Waste & Recycling Inc	252.25	UTILITIES: RSF5
12/06/2024	38408	EDCO Waste & Recycling Inc	139.14	UTILITIES: RSF6
12/06/2024	38408	EDCO Waste & Recycling Inc	221.46	UTILITIES: RSF6
12/06/2024	38409	Eide Bailly LLP	7,903.86	CONSULTING SVCS - FINANCIAL
12/06/2024	38410	First Alarm Wellness	1,800.00	PHYSICALS & WELLNESS PROGRAM
12/06/2024	38410	First Alarm Wellness	1,462.50	PHYSICALS & WELLNESS PROGRAM
12/06/2024	38411	Government Tax Seminars	520.00	TRAINING: ADMINISTRATION
12/06/2024	38412	Griffin Ace Hardware Co.	85.41	FUEL/PROPANE
12/06/2024	38413	Guardian Life Insurance Co	6,012.31	RETIREE HEALTH EXPENSE
12/06/2024	38414	Hanna Plumbing & Supply	80.00	BUILDING: RSF2
12/06/2024	38415	Integrity Data	258.00	MEMBERSHIPS & SUBSCRIPTIONS
12/06/2024	38416	K & M Pest Solutions	525.00	BUILDING: RSF6
12/06/2024	38417	Liebert Cassidy Whitmore	525.00	LEGAL SERVICES
12/06/2024	38418	Lincoln National Life Ins Co	444.64	LIFE INSURANCE
12/06/2024	38418	Lincoln National Life Ins Co	462.83	LIFE INSURANCE
12/06/2024	38419	Lindsay Vampola	960.00	CSA-17 CONTRACT
12/06/2024	38420	Nigro & Nigro	11,500.00	ACCOUNTING/AUDIT SVCS
12/06/2024	38421	North County EVS Inc	7,503.52	APPARATUS: SCHEDULED
12/06/2024	38421	North County EVS Inc	5,686.74	APPARATUS: REPAIR
12/06/2024	38421	North County EVS Inc	495.65	APPARATUS: SCHEDULED
12/06/2024	38421	North County EVS Inc	453.75	APPARATUS: REPAIR
12/06/2024	38422	Olivenhain Municipal Water District	3,759.21	UTILITIES: RSF2
12/06/2024	38422	Olivenhain Municipal Water District	828.64	UTILITIES: RSF2
12/06/2024	38422	Olivenhain Municipal Water District	612.63	UTILITIES: RSF4
12/06/2024	38422	Olivenhain Municipal Water District	202.95	UTILITIES: RSF6
12/06/2024	38423	Parkhouse Tire INC.	2,253.25	APPARATUS/VEHICLES
12/06/2024	38424	Race Telecommunications INC	179.50	UTILITIES: RSF1
12/06/2024	38425	Rincon Del Diablo Municipal Water Distri	225.99	UTILITIES: RSF5
12/06/2024	38425	Rincon Del Diablo Municipal Water Distri	463.07	UTILITIES: RSF5
12/06/2024	38426	Roadone	700.00	TRAINING- MATERIALS/SUPPLIES
12/06/2024	38427	RSF Security Inc	50.00	UTILITIES: RSF5
12/06/2024	38428	SC Commercial LLC	963.29	FUEL/PROPANE
12/06/2024	38428	SC Commercial LLC	2,271.97	FUEL/PROPANE

Check Issue Date	Check Number	Payee	Amount	Invoice GL Account Title
12/06/2024	38428	SC Commercial LLC	695.95	FUEL/PROPANE
12/06/2024	38428	SC Commercial LLC	1,450.93	FUEL/PROPANE
12/06/2024	38428	SC Commercial LLC	727.91	FUEL/PROPANE
12/06/2024	38429	SDG&E	3,131.50	UTILITIES: RSF3
12/06/2024	38430	Streamline	497.00	WEBSITE
12/06/2024	38431	Target Solutions Learning	7,028.25	MEMBERSHIPS & SUBSCRIPTIONS
12/06/2024	38432	U.S. Bank Corporate Payment Systems	20,824.90	CAL-CARD PROGRAM
12/06/2024	38433	Verizon Wireless	336.27	CSA-17 CONTRACT
12/06/2024	38433	Verizon Wireless	1,929.47	CELLULAR
12/13/2024	38434	About Service Inc	473.34	APPARATUS/VEHICLES
12/13/2024	38435	Accme Janitorial Service Inc	925.00	BUILDING: ADMIN
12/13/2024	38436	Affordable Grease Pumping	750.00	BUILDING: RSF3
12/13/2024	38437	Aicon Technologies DBA Aicon Solar	22,047.90	CAPITAL - FACILITIES
12/13/2024	38438	AT&T Calnet 2/3	105.64	UTILITIES: RSF5
12/13/2024	38438	AT&T Calnet 2/3	91.88	UTILITIES: RSF2
12/13/2024	38438	AT&T Calnet 2/3	152.95	UTILITIES: RSF4
12/13/2024	38438	AT&T Calnet 2/3	219.08	UTILITIES: ADMIN
12/13/2024	38438	AT&T Calnet 2/3	20.12	UTILITIES: ADMIN
12/13/2024	38439	Caselle INC.	1,306.00	COMPUTERS & PRINTERS
12/13/2024	38440	County of SD/RCS	72.50	800 MHz NETWORK FEES
12/13/2024	38440	County of SD/RCS	3,274.50	800 MHz NETWORK FEES
12/13/2024	38441	David Clark Company Inc.	731.75	RADIOS
12/13/2024	38442	Erik M. & Christina M Bessel DBA Spot On	38.00	UNIFORMS
12/13/2024	38443	Fitch Law Firm Inc	480.00	LEGAL SERVICES
12/13/2024	38444	Griffin Ace Hardware Co.	54.23	FUEL/PROPANE
12/13/2024	38445	Hanna Plumbing & Supply	215.49	BUILDING: RSF1
12/13/2024	38446	Home Depot INC	81.64	BUILDING: RSF5
12/13/2024	38447	Industrial Commercial Systems INC.	522.50	BUILDING: RSF4
12/13/2024	38448	Konica Minolta Business Inc	150.97	COPIER MAINTENANCE CONTRACT
12/13/2024	38449	L N Curtis & Sons Inc	1,636.51	PPE
12/13/2024	38450	Lava Propane LLC	426.69	FUEL/PROPANE
12/13/2024	38451	Motorola Solutions Inc	12,607.67	RADIOS
12/13/2024	38452	Olivenhain Municipal Water District	242.64	UTILITIES: RSF3
12/13/2024	38453	R.E. Badger & Son INC.	400.00	BUILDING: RSF6
12/13/2024	38454	Robert Half International	1,200.00	TEMPORARY STAFF EXPENSE
12/13/2024	38455	RSF Mail Delivery Solutions	120.00	OFFICE EXPENSES
12/13/2024	38456	Santa Fe Irrigation District	265.26	UTILITIES: RSF1
12/13/2024	38456	Santa Fe Irrigation District	303.62	UTILITIES: RSF1
12/13/2024	38457	SC Commercial LLC	2,156.28	FUEL/PROPANE
12/13/2024	38457	SC Commercial LLC	1,111.27	FUEL/PROPANE
12/13/2024	38458	SDG&E	936.64	UTILITIES: RSF6
12/13/2024	38459	TK Elevator Corporation	4,108.68	ELEVATOR
12/13/2024	38459	TK Elevator Corporation	795.88	ELEVATOR
12/13/2024	38459	TK Elevator Corporation	402.00	ELEVATOR
12/13/2024	38460	Uniforms Plus	549.53	UNIFORMS
12/13/2024	38460	Uniforms Plus	1,065.11	UNIFORMS
12/13/2024	38460	Uniforms Plus	1,065.11	UNIFORMS
12/13/2024	38460	Uniforms Plus	571.06	UNIFORMS
12/13/2024	38461	Waste Management Inc	547.17	UTILITIES: RSF1
12/13/2024	38461	Waste Management Inc	333.46	UTILITIES: RSF4
12/13/2024	38461	Waste Management Inc	333.46	UTILITIES: RSF3
12/13/2024	38461	Waste Management Inc	536.68	UTILITIES: RSF2
12/23/2024	38462	AFSS -Southern Division	1,150.00	TRAINING: ADMINISTRATION
12/23/2024	38463	AT&T	238.87	UTILITIES: RSF5
12/23/2024	38463	AT&T	79.54	UTILITIES: RSF6
12/23/2024	38464	B & B Appliance Service Dept	135.00	BUILDING: RSF5
12/23/2024	38465	BPAS	931.50	HSA health sav acct - active
12/23/2024	38466	Charter Communications Holdings LLC (Sp	277.81	UTILITIES: ADMIN

Check Issue Date	Check Number	Payee	Amount	Invoice GL Account Title
12/23/2024	38467	County of San Diego Vector Control Progr	75.32	COUNTY ADMIN COSTS
12/23/2024	38468	Department of General Services	22,613.75	LEGAL SERVICES
12/23/2024	38469	Dependable Alarm Systems Inc	124.00	BUILDING: RSF3
12/23/2024	38470	Dr Debra Dupree	892.50	LEGAL SERVICES
12/23/2024	38471	Fader Electric	255.00	BUILDING: RSF1
12/23/2024	38471	Fader Electric	600.00	BUILDING: RSF3
12/23/2024	38472	First Alarm Wellness	6,518.75	PHYSICALS & WELLNESS PROGRAM
12/23/2024	38472	First Alarm Wellness	900.00	PHYSICALS & WELLNESS PROGRAM
12/23/2024	38473	Garage Door Medics	5,129.50	BUILDING: RSF4
12/23/2024	38474	Griffin Ace Hardware Co.	33.04	BUILDING: TRAINING FACILITY
12/23/2024	38474	Griffin Ace Hardware Co.	75.39	FUEL/PROPANE
12/23/2024	38475	L N Curtis & Sons Inc	450.93	PPE
12/23/2024	38475	L N Curtis & Sons Inc	283.60	PPE
12/23/2024	38476	Life-Assist Inc	242.43	CSA-17 CONTRACT
12/23/2024	38477	Lindsay Vampola	960.00	CSA-17 CONTRACT
12/23/2024	38478	Pitney Bowes Inc	260.54	MACHINES & OFFICE EQUIPMENT
12/23/2024	38479	Robert Half International	1,200.00	TEMPORARY STAFF EXPENSE
12/23/2024	38480	SC Commercial LLC	1,078.17	FUEL/PROPANE
12/23/2024	38480	SC Commercial LLC	1,245.05	FUEL/PROPANE
12/23/2024	38480	SC Commercial LLC	1,548.95	FUEL/PROPANE
12/23/2024	38480	SC Commercial LLC	1,222.03	FUEL/PROPANE
12/23/2024	38480	SC Commercial LLC	783.96	FUEL/PROPANE
12/23/2024	38480	SC Commercial LLC	518.12	FUEL/PROPANE
12/23/2024	38480	SC Commercial LLC	2,185.97	FUEL/PROPANE
12/23/2024	38481	SDG&E	2,712.88	UTILITIES: RSF4
12/23/2024	38481	SDG&E	1,055.87	UTILITIES: ADMIN
12/23/2024	38481	SDG&E	4,473.81	UTILITIES: RSF1
12/23/2024	38481	SDG&E	5,310.89	UTILITIES: RSF3
12/23/2024	38481	SDG&E	429.40	UTILITIES: ADMIN
12/23/2024	38481	SDG&E	2,077.48	UTILITIES: RSF3
12/23/2024	38481	SDG&E	73.94	UTILITIES: ADMIN
12/23/2024	38481	SDG&E	1,166.32	UTILITIES: RSF5
12/23/2024	38482	Shred it Stericycle	137.17	OFFICE EXPENSES
12/23/2024	38483	State of CA Dept of Justice	32.00	NEW HIRES & BACKGROUNDS
12/06/2024	24120601	Jacob Elkins	250.00	CSA-17 CONTRACT
12/13/2024	24121301	Correy Cooper	135.00	PPE
12/23/2024	24122301	Scott Young	250.00	CSA-17 CONTRACT
12/23/2024	24122302	Sean Johnson	845.00	HIGHER EDUCATION
12/23/2024	24122303	CalPERS	244,557.57	NOVEMBER PERS RET
12/23/2024	24122304	CalPERS - Health	114,682.33	JANUARY HEALTH
12/23/2024	24122305	CalPERS - Health	2,263.39	DIRECTOR HEALTH
Grand Totals:			607,638.93	

12/15/2024	\$357,800.68	RSF Fire Payroll
12/31/2024	\$625,000.00	RSF Fire Payroll
Total	\$982,800.68	

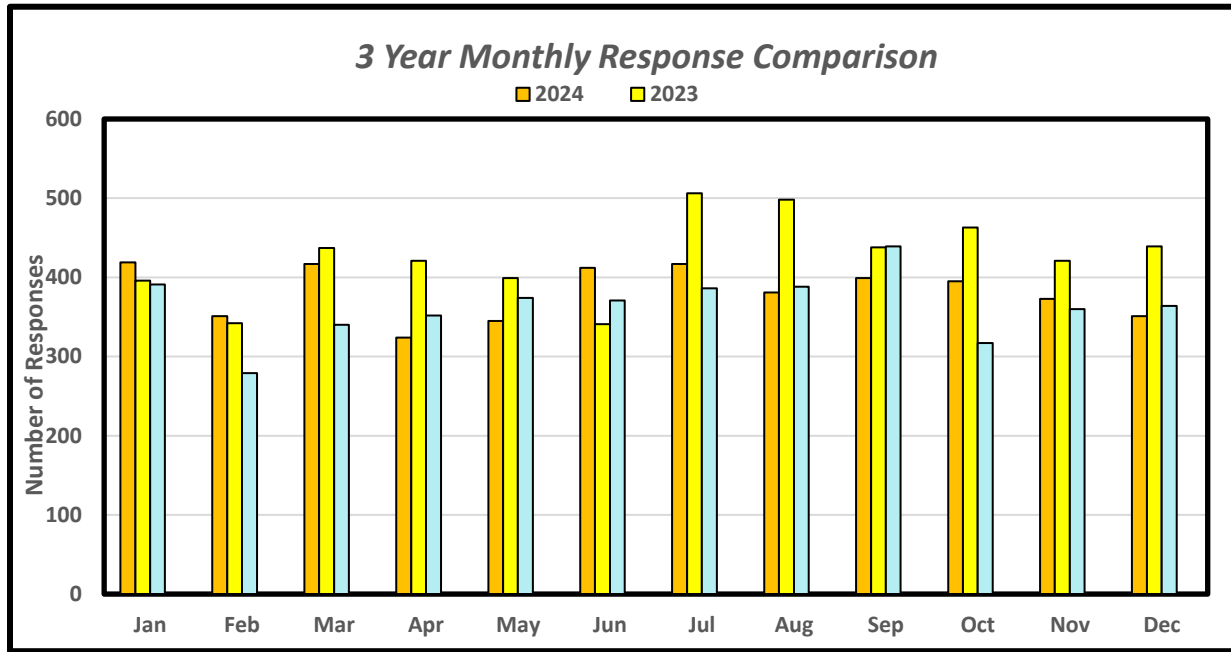
Grand Total: \$1,590,439.61

RSF Grant Re-Cap December 2024

Status	Date Submitted	Agency/Grantor Name	Description / Items Requested	Amount Requested	Total Received	Notes:
ACTIVE	9/30/2021	FEMA	Covid Forced Labor OT	\$ 93,084.25		RFI completed 8/2022. Under eligibility review.
ACTIVE	9/7/2021	UASI FY19	Rescue Systems 1	\$ 7,705.26		Audit Feedback recieved, working on correcting issues
ACTIVE		UASI FY21	Fresno Symposium & Rescue Systems 1	\$ 20,655.00		Submitted for Reimbursement
ACTIVE		UASI FY22	Fresno Symposium	\$ 15,000.00		Not seeking Reimbursement-No Symposium in FY22
ACTIVE	9/29/2022	UASI FY23	Training Courses	\$ 89,098.86		Approved 05/16/2024, Approved amount lowered to \$52,645.00
ACTIVE	9/26/2023	UASI FY24	Fresno Symposium & Training Courses	\$ 63,620.00		Application Submitted
ACTIVE	9/12/2024	UASI FY25	Fresno Symposium & Training Courses	\$ 15,000.00		Application Submitted
			Escondido Creek/San Marcos Defensible			Elfin Forest/Harmony Grove Clean Up; Collaborating w/UrbanCorp, San Marcos Fire and Escondido Fire; 3 year grant - 1/2023-12/2025; Financials going through UrbanCorp. Work expected to be completed by end of February 2024.
ACTIVE	8/1/2022	Coastal Conservancy	Space/Roadway Clearance	\$ 325,864.00		All Items Received. Processing for payment.
ACTIVE		SHSGP FY23	2 Radios, MacBooks	\$ 17,080.00		Application updated, amount reduced per County.
ACTIVE		SHSGP FY24	Multigas Monitors	\$ 12,655.00		Completed-Check received
CLOSED		SHSGP FY22	4 Radios	\$ 20,338.00	\$20,338.00	Completed-Check Recieved
CLOSED	4/17/2024	SHSGP FY21	4 Radios	\$ 22,904.00	\$22,904.00	Approved. Jackets received from Fire ETC.
CLOSED	5/15/2023	SD Regional Fire Foundation (County Supervisor Terra Lawson-Remer)	70 Wildland Brush Jackets	\$ 7,380.00		Approved. Tools received from LN Curtis.
		RSF Fire Protection District General Fund	70 Wildland Brush Jackets	\$ 9,286.97		
CLOSED	5/15/2023	SD Regional Fire Foundation	E-Hydraulic Extrication Tools	\$ 5,000.00		
		County Supervisor Terra Lawson-Remer	E-Hydraulic Extrication Tools	\$ 20,000.00		
		RSF Fire Protection District General Fund	E-Hydraulic Extrication Tools	\$ 20,000.00		
CLOSED	1/30/2021	OTS	Struts, Airbags, Circ. Saw (Extrication)	\$ 15,181.23	\$ 15,181.23	Check received; Final Quarterly report provided to OTS. Process is officially closed.
CLOSED	6/1/2022	SD Regional Fire Foundation	Mental Health Program Support	\$ 3,000.00	\$ 3,000.00	Check received. Presentation given at prior Board Meeting. Process is officially closed.
CLOSED	3/11/2021	DEPT OF THE TREASURY (ARPA)	COVID-19 Recovery Funds	\$ 329,000.00	\$ 329,000.00	5/12: All documentation submitted to County & approved; Check received. Process is officially closed.
CLOSED	4/21/2023	RSF Association	Firefighter of the Year Award	\$ 750.00	\$ 750.00	Scott Schieber accepted. Process is officially closed.
CLOSED	10/15/2021	CSDA (CA Special Districts)	COVID-19; Staffing and Supplies	\$ 6,163,371.00	\$ 1,154,981.00	Check received. Audit complete.
CLOSED	7/6/2022	UASI FY20	Training; L-954 Course	\$ 15,196.00	\$15,196.00	Approved 04/08/2022. Check Received 9/2023. Check received. Utilizing funds for Via Ambiente Roadway Clearance; Work completed and payment received.
CLOSED	5/12/2020	FEMA	Vegetation Management	\$ 18,000.00	\$ 17,000.00	
RSF Fire District Foundation						
	12/7/2021	RSF Foundation	Forcible Entry	\$ 8,905.00	\$ 8,905.00	(1) Multi-Force Door (Forcible Entry Door Simulator). 50/50 split with the District for pendants, cell guards for
	9/21/2021	RSF Foundation	GIA Wellness	\$ 8,537.50	\$ 8,537.50	Staff and harmonizers for each facility.
	8/19/2021	RSF Foundation	UVC Air Disinfecting	\$ 1,000.00	\$ 1,000.00	10 UVC LED Disinfecting Air Purifiers.
	8/19/2022	RSF Foundation (Sharon McDonald)	E-Hydraulic Extrication Tools	\$ 45,000.00	\$ 45,000.00	Completed.
	2/22/2023	RSF Foundation	Station 6 Improvements	\$ 203,000.00	\$ 203,000.00	Approved.
	4/1/2023	RSF Foundation (Sharon McDonald)	UTV/Radios	\$ 196,337.00	\$196,337.00	Approved. Items in Service.
	6/16/2023	RSF Foundation	RSF3 Barbecue	\$ 1,000.00	\$1,000.00	Approved. Items delivered.
						Approved. Item delivered. Ongoing purchases procured as needed for Drone program.
	9/1/2023	RSF Foundation (Sharon McDonald)	Drone Program	\$ 50,000.00	\$50,000.00	
	11/27/2023	RSF Foundation (Sharon McDonald)	TICs	\$ 25,000.00	\$25,000.00	Items delivered. Staff Report.
	12/18/2023	RSF Foundation	Blackstone Griddle - RSF1	\$ 399.00	\$399.00	Approved. Items received.
	5/3/2024	RSF Foundation	Specialized turf	\$ 21,849.00	\$ 21,849.00	Approved. Item received and installed
	5/3/2024	RSF Foundation	5-Decontamination units	\$ 16,501.00	\$ 16,501.00	Approved. Items recieved and Installed
	5/3/2024	RSF Foundation	RSF6 Parking lot improvement	\$ 29,551.90	\$ 29,551.90	Approved 50/50 Split with the district for Asphalt work
	5/3/2024	RSF Foundation	RSF2 Training Burn Prop Containers	\$ 12,000.00	\$ 12,000.00	Approved. Containers Installed
	5/3/2024	RSF Foundation	RSF6-50 Staking chairs for Community room	\$ 2,498.83	\$ 2,498.83	Approved

Rancho Santa Fe Fire Protection District Operations Report

December 2024



3 Year Call Volume Tracker:

2024		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	419	351	417	324	345	412	417	381	399	395	373	351	4,584
YTD	419	770	1187	1511	1856	2268	2685	3066	3465	3860	4233	4584		
2023		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	396	342	437	421	399	341	506	498	438	463	421	439	5,101
YTD	396	738	1175	1596	1995	2336	2842	3340	3778	4241	4662	5101		
2022		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	391	279	340	352	374	371	386	388	439	317	360	364	4,361
YTD	391	670	1010	1362	1736	2107	2493	2881	3320	3637	3997	4361		

Significant Incidents

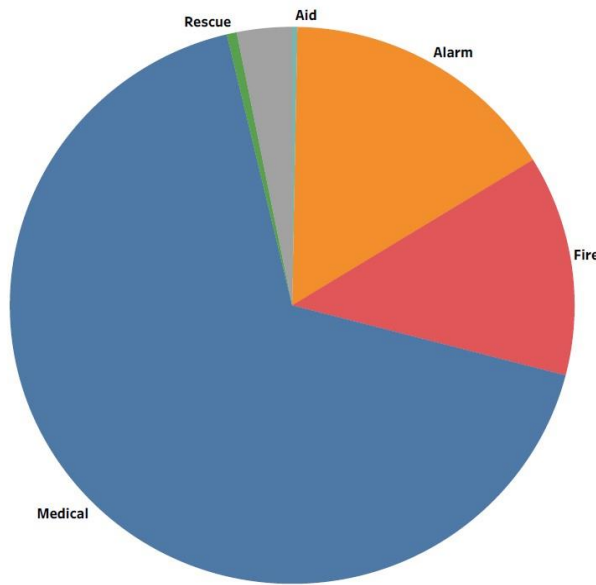
Date:	Incident:	Units Assigned:
	No significant incidents during the month of December	

Rancho Santa Fe Fire Protection District Operations Report

December 2024

Monthly Incidents

Assigned Incidents for RANCHO SANTA FE FPD
December 2024



Agency
RANCHO SANTA FE FPD

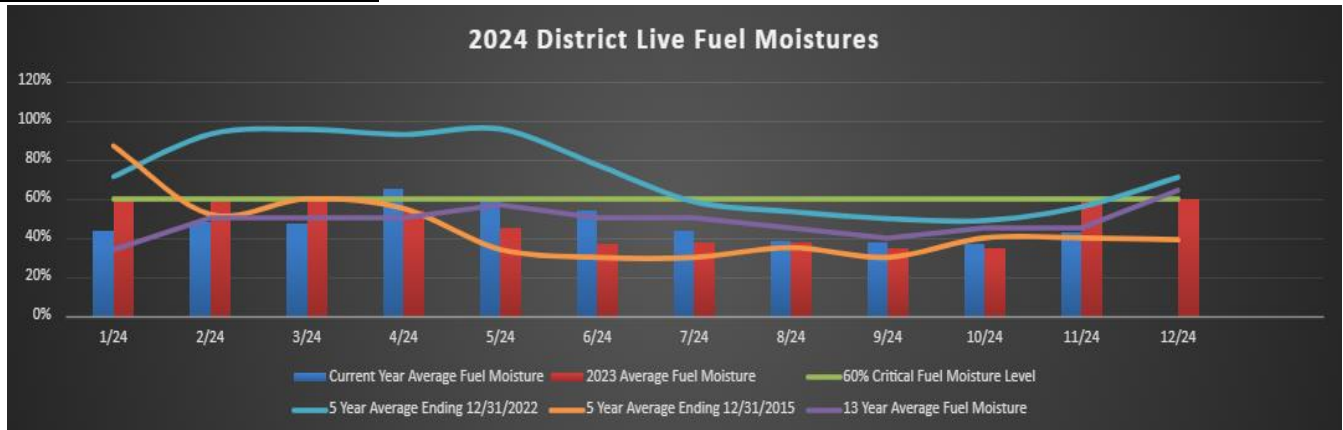
Month
December 2024 to December 2024

Problem Category	Count	Percentage
Aid	1	0.28%
Alarm	56	15.95%
Fire	45	12.82%
Medical	236	67.24%
Rescue	2	0.57%
Other	11	3.13%
Grand Total	351	100.00%

- Problem Category
- Aid
 - Alarm
 - Fire
 - Medical
 - Rescue
 - Other

Data Source: AgencyDashboard_v3_Extract_v4
Data Last Updated: 1/1/2025 2:56:07 PM

Monthly Fuels Report

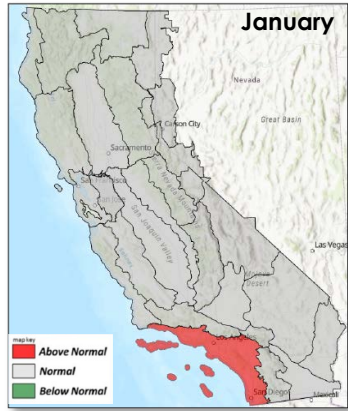


WFTIIC Four Month Outlook

Visit WFTIIC Hub @ <https://wftiic.ca.gov> for more information | Created: January 2, 2025



Significant Fire Potential | January - April 2025



Northern Operations | [Click Here for Source](#)

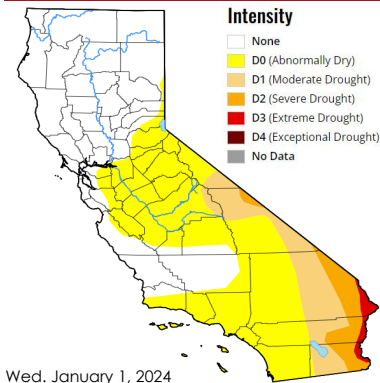
- Active jet stream periods providing mixed precipitation anomalies during January and February with a more impactful and cooler storm track during March.
- Lowland green-up and mid/upper elevation snow cover will keep fire spread potential on the lower side with intensifying green-up during March and April.
- Not expecting critically dry fuels during the next 4 months.
- Significant Fire Potential is projected to be normal from January through April and historically coincides with a period of minimal large fire activity.

Southern Operations | [Click Here for Source](#)

- There is a moderate tilt in the odds towards both above normal temperatures and below normal precipitation for the next 4 months.
- There is a slight tilt in the odds towards an above normal number of offshore wind events over the next 4 months.
- Above normal significant fire potential has been added to the South Coast for January, and this potential will remain until significant rain occurs.

Drought Monitor

[California | U.S. Drought Monitor \(unl.edu\)](#)



Drought conditions remained absent across Northern California. Drier than normal conditions generally occurred east of the Cascade-Sierra Crest.

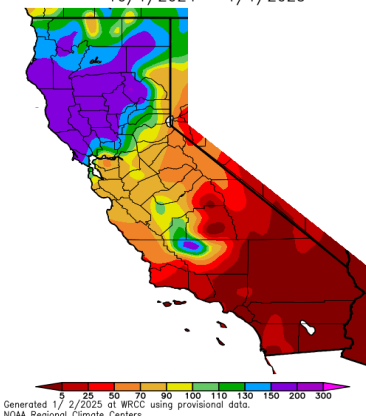
A notable increase in Abnormally Dry (D0) conditions over Southern California, a reflection of the very dry conditions so far this fall and winter. Moderate (D1) to Severe (D2) and even locally Extreme (D3) drought conditions continue for many desert areas.

Wed. January 1, 2024

Northern vs Southern Precipitation

[Western Regional Climate Center](#)

Western Region Climate Center | Percent of Normal Precipitation
10/1/2024 - 1/1/2025

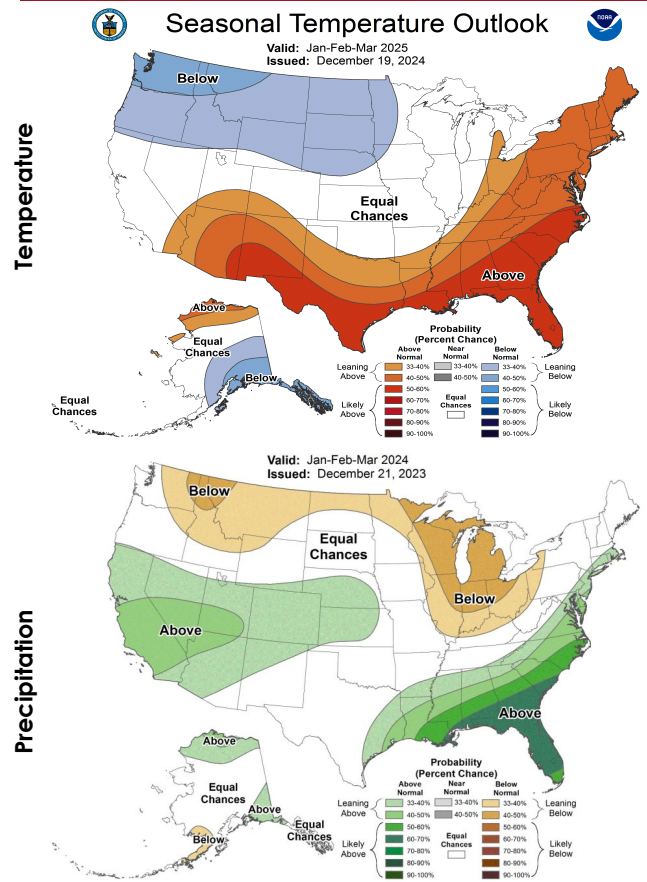


Above normal precipitation in much of the northern region of the state has resulted in higher fuel moistures and vegetation green-up. Normal significant fire potential is projected for the entire area from January through April.

However, much of southern California experienced near record dry conditions. Precipitation in southern California for the past three months is well below normal, generally less than 25% of normal. These dry conditions, combined with offshore wind events, could lead to increased fire size potential in the southern region.

Temperature & Precipitation

[Climate Prediction Center](#)





Monthly Live Fuel Moisture Summary Report

January 2025

Data Summary

created by david.gabaldon@fire.ca.gov

Fuel moistures are continuing to trend slightly down due to unusually dry weather. Moistures still are just below the critical level of 60%. Lack of moisture and continued very dry conditions have been the major factors for these conditions. Currently, there is a forecasted localized Santa Ana event which will continue to effect conditions. (See charts below for further details).

		6/6/24	7/1/24	8/7/24	8/29/24	10/1/24	10/31/24	12/4/24	1/2/25	2/1/25	3/1/25	4/1/25	5/1/25
Rainbow Camp Battalion 1	New	118.24	No Data	74.70	71.09	59.92	60.10	58.16	56.14				
	Old	77.61	No Data	70.31	68.62	57.39	58.10	57.96	54.95				
Warner Springs Battalion 5	New	130.23	No Data	65.63	60.22	61.66	59.06	59.10	59.28				
	Old	73.59	No Data	49.21	58.92	52.39	54.94	52.71	54.95				
Mt. Woodson Battalion 8	New			70.20	59.26	57.16	56.80	57.49	54.66				
	Old			60.56	48.36	48.70	54.18	53.55	50.90				
White Star Battalion 4	New	100.62	No Data	62.60	60.35	56.25	54.15	61.27	54.34				
	Old	64.12	No Data	49.79	51.05	47.39	50.22	52.15	46.81				
Potrero Battalion 3	New			63.27	61.92	53.88	50.71	53.47	51.52				
	Old			58.08	51.58	50.18	50.27	48.69	49.85				

Critical Live Fuel Moisture threshold for Chamise = 60%
Sustained, fast spreading, high intensity wildfires can occur below this threshold

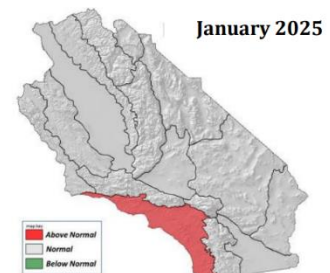
Monthly/Seasonal Outlooks, Southern California: January – April 2025

Fuels Discussion

Latest USDA Drought Monitor shows a notable increase in Abnormally Dry (D0) conditions over Southern California, a reflection of the very dry conditions so far this fall and winter. Moderate (D1) to Severe (D2) and even locally Extreme (D3) drought conditions continue for many desert areas.

Dead fuel moistures and ERCs are generally reflective of off-season characteristics. However, heavy dead fuels (1000 hr) are persistently drier than normal over Southern California, reflective of the dry pattern. And finer dead fuels, which still make up a significant component of the fuel load in Southern California, have remained susceptible to rapid drying during offshore wind events.

Live fuel moistures have begun to show upward trends in Central California, where grass crop growth has also been observed. However, live fuel moistures have shown little increase from Ventura County southward, corresponding to areas that have received little rainfall so far. In many cases LFMs remain at or near critical levels

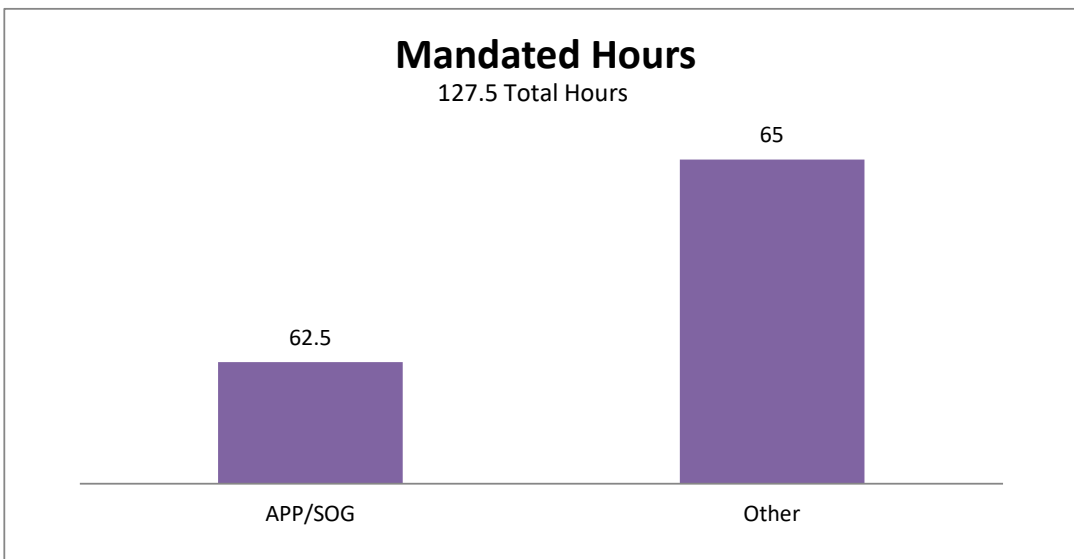
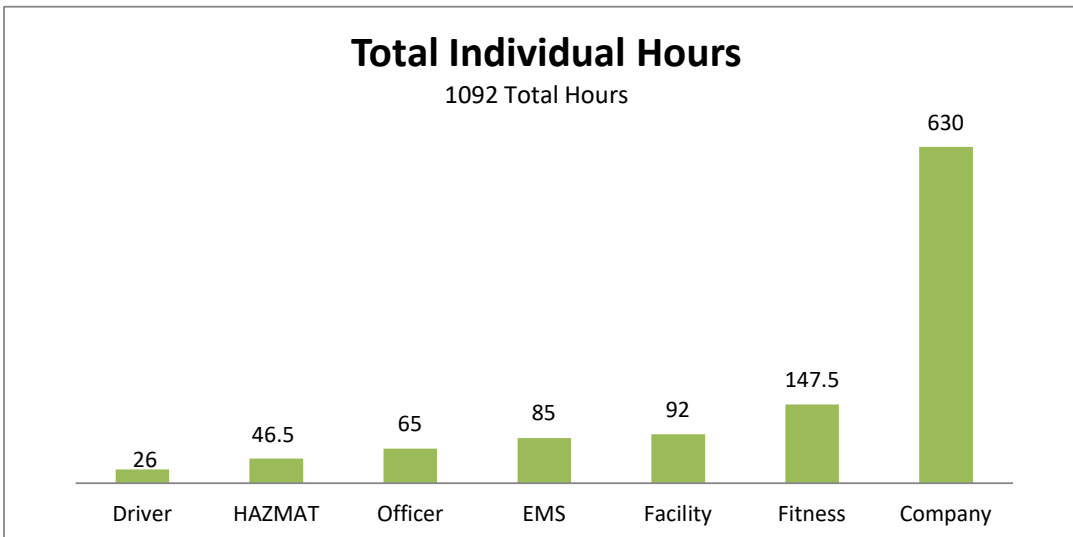
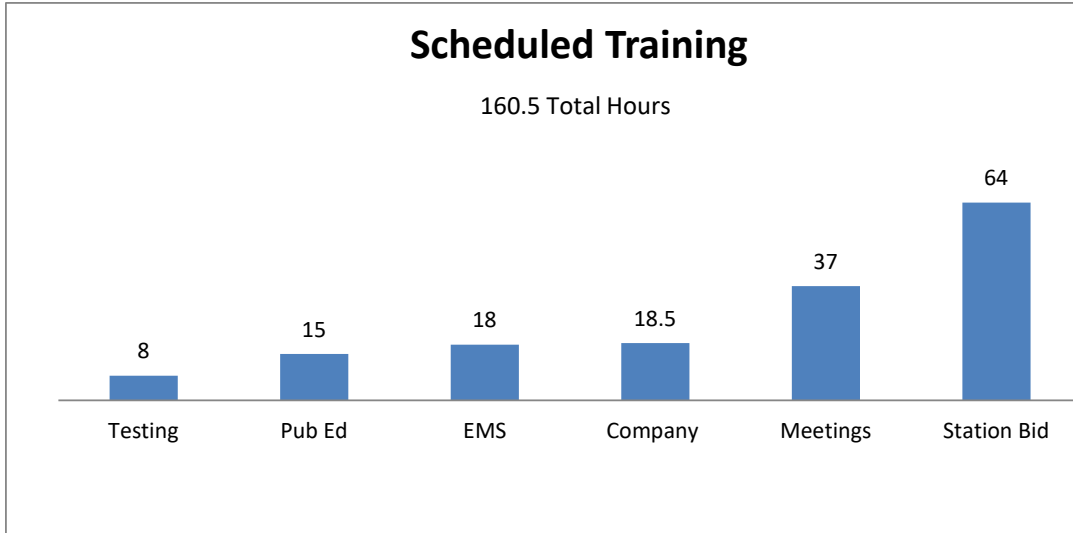


(Predictive Services/Southern CA Geographic Coordination Center, Issued December 31, 2024

<https://gacc.nifc.gov/oscc/predictive/outlooks/myfiles/assessment.pdf>

February – April 2025 all areas normal

**Training Division
December 2025**

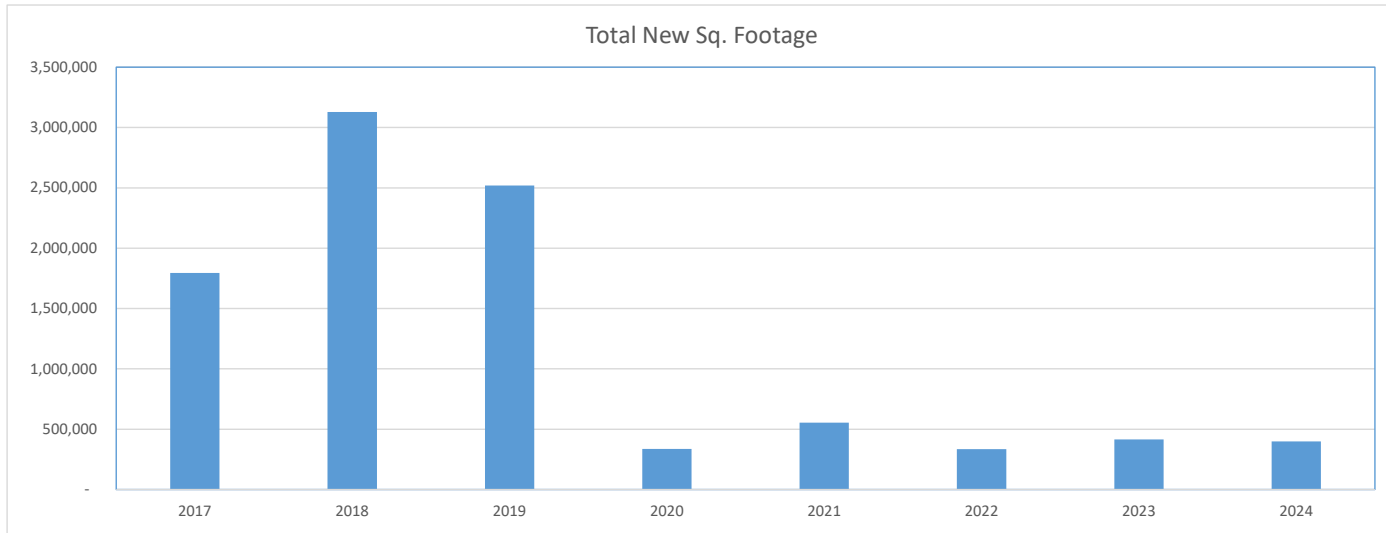


See next page for descriptions.

Training Division - Descriptions

Scheduled Training		
Training hours are planned annually. This is to maintain a well organized year and to help the firefighters be successful with the hours required by Federal, State, Local.		
Total Individual Hours - 6 Subjects		
Subject	Definition	Examples
Company	Documentation of all Company Training that is not Driver, Officer, Haz-Mat, or Facility Training.	Aerial Ladder, Hose, Ladders, Physical Fitness, SCBA, Technical Rescue, Ventilation, etc.
Driver	This is for documenting Driver Training hours. Per ISO standards employees considered a "Driver" will be required to complete 12 hours of Driver Training annually. You can use this same form to record Driver Training hours for Non-Drivers and it will be counted towards Company Training.	Apparatus Inspections & Maintenance, Basic Hydraulics, Defensive Driving, Maps, Driving Heavy Vehicles, Etc.
Facility	This is live training conducted at an approved site. For the location to be approved it must have at least two acres on the property, a three story tower, and a burn facility. It is also important to note that the training must not just occur on the approved site, but the facility itself must be used. If your users are just sitting in a classroom at an approved site, this cannot count towards facility hours and the completion would need to be applied elsewhere. However, if the classroom portion was followed by utilization of the facility, the entire time could count towards Facility Training.	Company Evolutions, NFPA 1410 Driver/Operator, NFPA 1002 Fire Officer, NFPA 1021 Firefighter Skills, NFPA 1001 Hazardous Materials, NFPA 472 Live Fire, NFPA 1403 Other NFPA Fire Based Training
HazMat	This is for documenting Hazardous Materials Training hours. Per ISO standards all firefighters are required to complete 6 hours of Hazardous Materials Training annually.	DOT Guidebook Review, Decontamination Procedures, First Responder Operations, Etc.
Officer	Per ISO standards employees considered a "Officer" will be required to complete 12 hours of Officer Training annually. You can use this same form to record Officer Training hours for Non-Officers and it will be counted towards Company Training.	Dispatch, General Education, Meetings, Orientation, Exam, Management Principles, Personnel, Promotional, Public Relations, Etc.
EMS	EMS is not tracked or required by Insurance service Organization for Rating. EMS Continuing Education is tracked for recertification of Paramedics (48/2yrs) and EMT (24/2yrs). Through Emergency Service Medical Administration (EMSA).	Continuing Education and SIMS
Mandated Hours		
Hours completed through an assignment on an online database (Target Solutions). Mandated assignments are required by either Federal, State, Local.		

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



Total New Square Footage (*Reflected in Chart Above)

Year	Total
2017	1,793,936
2018	3,128,964
2019	2,519,545
2020	336,899
2021	554,173
2022	333,814
2023	415,530
2024	399,523

Total New Square Footage Only

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020	29,226	41,043	38,102	25,751	38,400	7,290	16,516	15,384	77,848	15,070	22,529	9,740
2021	29,808	23,298	50,000	29,760	7,104	19,361	24,413	1,794	33,357	106,768	99,103	129,407
2022	42,895	14,666	32,871	8,805	39,325	42,871	18,679	21,916	23,981	18,782	46,658	22,365
2023	18,185	62,584	62,584	26,121	29,280	19,320	35,530	43,154	6,591	32,907	30,062	49,212
2024	34,014	12,126	27,634	32,019	47,195	12,864	21,183	124,723	32,445	7,901	40,362	7,057

Comparison Total Reviewed Square Footage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	240,861	691,306	274,736	307,024	412,556	248,869	287,395	424,065	250,518	742,439	440,335	137,995
2020	40,748	86,593	145,794	76,506	54,651	42,950	47,950	91,532	163,417	127,963	59,192	47,677
2021	90,462	89,135	111,456	98,218	118,557	151,000	203,116	254,055	312,253	204,313	171,023	137,116
2022	128,254	204,226	162,816	250,473	176,018	115,972	27,777	130,623	261,094	319,242	219,859	243,944
2023	212,285	345,997	283,413	401,980	136,835	240,963	144,320	111,107	46,952	98,828	211,622	250,663
2024	188,103	90,004	176,084	148,134	110,743	49,134	130,763	210,614	286,781	106,718	202,387	209,584

Totals by Type	Plan Reviews	Inspections
Remodel	2	0
Residential Construction	8	6
Addition	5	1
ADU	3	1
Commercial Construction	0	0
Commercial T.I.	10	2
Tents/Special Events	2	0
Rack Storage	1	0
Preliminary	8	2
Fire Suppression Systems	16	14
Alarms	5	5
Landscaping	16	3
Grading/Mylars/Improvement	1	0
Underground	1	6
Hood System	0	0
Tanks	0	0
Cell Sites	2	0
DPLU	5	0
ESS/Solar	4	0
High Piled Storage	0	0
High Hazard/Communications/Other	2	0
Spray Booth	0	0
FPP	0	0
Technical Reports	0	0
Gates/Knox	0	1
Site Visit	0	1
Annual Inspection	0	4
DSS Liscensing	0	0
AB38	0	3
Total Plan Reviews	91	
Total Inspections	49	
SQFT Reviewed (No Mit Fees)	202527	
Approved SQFT (Mit Fees)	7057	
Total SQFT Reviewed	209584	

FIRE PREVENTION ACTIVITIES

Investigations	-
Public Education/Community Outreach	-
Special Project	-
Meetings	23
Training Hours	2
TOTAL	25

WEED ABATEMENT

Activity	# of Inspections
Weed Abatement Inspection	62
Weed Abatement Reinspection	-
1st Notice	-
Final Notice	-
Posting	-
Notices Printed	-
Abated	1
Forced Abatement	1
TOTAL	64

OFFICE SUPPORT

Activity	# Completed
Phone Calls	507
Correspondence	3,418
Walk in/Counter	190
Knox Application Request	8
Burn Permits	-
Plans Accepted/Routed	70
Special Projects	1
Scanning Documents/Electronic Files	156
Meetings: Admin/Prevention/Admin Shift	1
Post Office Runs	-
Deposit Runs/Preparations	3
TOTAL	4,354

STAFF REPORT

25-01

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: ACCEPTANCE OF DONATION
DATE: JANUARY 15, 2025



RECOMMENDATION:

Staff recommend accepting the donation of \$6,831.00 from the Rancho Santa Fe Fire District Foundation (501.c3) to purchase new Columbia Down Jackets for Rancho Santa Fe Fire suppression personnel. Pursuant to the Health and Safety Code 13898, the Board of Directors must consider the acceptance of donated funds or items with a value greater than \$500.00.

CURRENT SITUATION:

Project Description	Qty.	Funding Source.	Project not to exceed.
Columbia Down Jackets	57	RSF Fire District Foundation (501.c3)	\$6,831.00

BACKGROUND:

Fire personnel are deployed on overhead assignments and strike teams within California and to other states such as Oregon, Washington, and Wyoming. Since fires can and have happened all year-round regardless of season, numerous deployments have encountered drastic weather conditions on fire incidents, including rain and snow. The jackets will provide personnel with a layer of warmth when in base camp, traveling, or sleeping in the elements (tents, sleeping bags, and cots). The jackets are not designed or classified as personal protective equipment for firefighting operations.

