



RANCHO SANTA FE FIRE PROTECTION DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
in lieu of regular meeting
MINUTES – May 15, 2013

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 Fred Cox led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hillgren, Malin, Tanner

Directors Absent: Hickerson

Staff Present: Tony Michel, Fire Chief; Darrin Ward, Deputy Chief; Bret Davidson, Battalion Chief; Fred Cox, Battalion Chief; Chris Galindo Battalion Chief/Fire Marshal; Renee Hill, Deputy Fire Marshal; Mary Murphy, EMS Coordinator, and Karlana Rannals, Board Clerk

2. Public Comment

No one requested to speak to the board.

3. Special Presentation

a. Air Ambulance Use

EMS Coordinator Murphy provided to the board an overview of air ambulance use for emergency incidents, which included statistics on number of times an air ambulance is used and response times.

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

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

5. Consent Calendar

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

a. Board of Directors Minutes

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT to approve the Board of Directors minutes of April 10, 2013.

b. Receive and File

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT to receive and file:

i) Monthly/Quarterly Reports

(1) List of Demands

Check 23780 thru 23876 the period April 1 – 30, 2013 totaling:	\$ 296,418.10
Payroll for the period April 1 – 30, 2013	\$ 424,632.96
TOTAL DISTRIBUTION	\$ 721,051.06

(2) Activity Reports – April 2013

- Operations
- Training
- Fire Prevention

(3) District Articles

(4) Correspondence

- Johnson
- Fireman’s Fund

6. Old Business

- a. None

7. New Business

- a. Article XIII B California Constitution Appropriation Limit

Ms. Rannals summarized the staff report provided. She recommended that the Board of Directors select the following formula to calculate the District’s new appropriation limit for the 2012/2013 fiscal year:

- Change in California per capital personal income (5.12%) for the Cost of Living Factor, and
- Change in population within the unincorporated area of San Diego County (.8%).

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to accept staff’s recommendation for calculation of the District’s appropriations limit.

8. Public Hearing

- a. Ordinance No. 2013-01

President Ashcraft opened and closed the Public Hearing, there being no one desiring to speak to the ordinance.

9. Resolution/Ordinance

- a. Resolution No. 2013-07

Ms. Rannals informed the Board that this resolution required by the County of San Diego must be renewed annually. If adopted, the special tax will continue at \$10.00 per benefit unit for FY14.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR MALIN, and ADOPTED Resolution No. 2013-07 entitled a *Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing the Benefit Charges for fiscal year 2013/2014* on the following roll call vote:

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

b. Resolution No. 2013-08

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

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, and ADOPTED Resolution No. 2013-08 entitled a *Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Determining the 2013/2014 Appropriations of Tax Proceeds* on the following roll call vote:

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

c. Ordinance 2013-01

Deputy Fire Marshal Hill summarized the staff report, which provided a summary of the requested review and revisions from the previous readings. If adopted, the revised fee schedule is effective July 1, 2013. Staff responded to questions from the board.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, and ADOPTED Ordinance No. 2013-01 entitled *An Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Fees for Services by Reference to the California Health and Safety Code Section 13916 and Section 13919 and repealing Ordinance 2009-01* on the following roll call vote:

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

10. Oral Reports

a. *Fire Chief – Michel*

i) District Activities

- (1) RSF Rotary Club Meeting @ RSF3: the event held April 23rd was well attended and appreciated by the Rotarians.
- (2) County Wildland Drill – May 21-23, 2013: he informed the board that RSF personnel will participate in the drill being held at Barona. He invited board members to attend with him on May 22nd.

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- (3) County Operational Wildland Forum: he reports that CalFIRE is already at full staffing, which is earlier than in past years. The fire outlook is above normal and fire professionals are predicting a very busy year. The May fuel moisture is similar to the typical fuel moisture for July.
 - ii) Promotions: because of the retirement of Captain Terry Gibson, Ray Ligtenberg promoted to Captain, and Trevor Krueger promoted to Engineer.
 - iii) Cooperative Efforts: a reporter from Coast News newspaper contacted him regarding the district's decision to withdraw from the cooperative efforts. He is considering a district only function so that the service awards and the Firefighter of the Year can be awarded. The board supported the suggestion.
- b. *Operations – Deputy Chief Ward*
- i) Chief Ward reported on the following topics:
 - (1) Call activity:
 - o 221 calls last month, approximately 9.3% increase to date over last year.
 - o No fire loss the previous month
 - (2) Weather outlook continues to be dry.
- c. *Training – Battalion Chief Davidson* Chief Davidson summarized the monthly training activity, which included:
- i) Probationary testing
 - ii) Wildland refresher, instructed by Battalion Chief Gibbs and Captain Mertz
 - iii) Zone terrorism training
 - iv) Live fire training (San Marcos)
 - v) EMS drills
 - vi) Defibrillator monitor trial study
- d. *Fire Prevention - Deputy Fire Marshal (Renee Hill)*
- i) Large increase in new construction square footage – 32 new structure
 - ii) A second presentation was provided to the 4S Ranch community for the maintenance of residential fire sprinkler program
- e. *Administrative Manager - Rannals*
- i) No report
- f. *Board of Directors*
- i) North County Dispatch JPA – Update – Director Ashcraft: next meeting is planned for May 23, 2013.
 - ii) County Service Area 17 – Update – Director Hickerson: Chief Michel gave a summary of the ad hoc committee meeting that was asked to develop a policy for compensation for the EMS Coordinator position.
 - iii) Comments:
 - (1) None

Ten-minute recess

11. Closed Session

Pursuant to Section 54957, the Board of Directors met in closed session from 2:00 – 2:57 pm to discuss the following:

PUBLIC EMPLOYMENT
Title: Fire Chief

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

12. Adjournment

Meeting adjourned at 2:59 pm.

Karlana Rannals
Secretary

James H Ashcraft
President