



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
MINUTES – July 22, 2014**

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

Pledge of Allegiance

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

1. Roll Call

Directors Present: Ashcraft, Malin, Stine

Directors Absent: Hillgren, Tanner

Staff Present: Tony Michel, Fire Chief; Mike Gibbs, Deputy Chief; Jim Sturtevant, Battalion Chief; and Karlena Rannals, Board Clerk

2. Public Comment

No one requested to speak to the board.

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

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

AYES: Ashcraft, Malin, Stine

NOES: None

ABSENT: Hillgren, Tanner

ABSTAIN: None

4. Closed Session

Pursuant to section 54956.9, the board met in closed session from 10:02 – 10:22 am to discuss the following:

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

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

5. Resolution/Ordinance

- a. Resolution No. 2014-07

Chief Michel informed the Board that the resolution presented demonstrates the District's intent to begin the LAFCO application process to pursue reorganization with County Service Area 107 of the County of San Diego. Upon completion of negotiations for a property tax exchange with the County a second resolution will be submitted including all of the terms and conditions for the reorganization. Staff responded to questions from the board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and APPROVED Resolution No. 2014-07 *entitled* a resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Memorializing its Intent to Pursue Reorganization with County Service Area 107 of the County of San Diego on a roll call vote:

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

6. New Business

a. Budget Authorization

Chief Michel requested approval to contract with a consultant to assist district staff with the LAFCO application. Shirley Anderson Consulting assists special districts work through the detailed application process. Her rate is \$160 per hour and she estimates needing between 40-60 hours to complete the project. He noted that retaining the services of the specialized consultant would save staff a lot of time and assist with our goal of expediting the reorganization. He also informed the board that if approved, the final budget would include the cost.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and APPROVED 3-0 the approve staff's recommendation to contract with Shirley Anderson Consulting at a rate of \$160 per hour to assist staff with the LAFCO application process.

b. Fire Season Staffing

Chief Michel summarized the staff report included. He reminded the board that the district and state are experiencing the effects of one of the worst droughts in recent history. At the June 24 board meeting, the Board expressed concern for the fire season and requested staff to provide recommendations to reduce the potential for a wildland fire and increase the ability to contain them.

There are several options, however, one of which is to increase the staffing level of one (1) District engine company from three (3) to four (4) personnel. The current three person crews can effectively only commit two personnel to perimeter control with the engineer remaining at the apparatus to supply water. The addition of one firefighter will improve the effectiveness of the crew in perimeter control by approximately 30% increasing our ability to contain a fire with the initial attack resources.

Staff recommends adding three additional positions to increase staffing; however only two positions would be filled with hiring additional fulltime firefighter paramedics from the current hiring list, and the third position would be filled with overtime. If the augmented staff is approved, they would continue through the fire season and the positions be reevaluated in late winter. He anticipated that the augmented staff positions be reduced through attrition. In addition, if the board supports the recommendation, the three-week academy will commence September 8, 2014. Staff responded to questions from the board.

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MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and APPROVED 3-0 to approve staff's recommendation to temporarily augment the staff and increase one additional district engine company from three to four personnel.

7. Adjournment

Meeting adjourned at 11:23 pm.

Karlana Rannals
Secretary

James H Ashcraft
President