



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES – March 12, 2008**

Rancho Santa Fe FPD – Board/Community Room  
Headquarters – 16936 El Fuego  
Rancho Santa Fe, California 92067

A regular meeting of the Rancho Santa Fe Fire Protection District Board of Directors was called to order at 1:00 p.m.

*Pledge of Allegiance*

Chief Michel led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hickerson, Hillgren, Malin, Tanner

Directors Absent: None

Staff Present: Nick Pavone, Fire Chief; Tony Michel, Deputy Chief; Mike Gibbs, Battalion Chief; Bret Davidson, Battalion Chief; and Karlana Rannals, Board Clerk.

2. Public Comment

No one requested to speak to the board.

3. Consent Calendar

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Consent Calendar.

a. Board of Directors Minutes

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Board of Directors minutes of February 13, 2008.

b. Receive and File

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to receive and file:

i. Monthly/Quarterly Reports

(a) List of Demands – February 1-29, 2008	\$465,182.31
Payroll for the period February 1-29, 2008	<u>\$400,176.45</u>
TOTAL DISTRIBUTION	\$865,358.76

(b) Activity Reports – February 2008

- Fire Prevention
- Operations
- Training

(f) District Articles – February 2008

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ii. Correspondence

- RSF Professional Firefighters Association
- San Diego Medical Services Enterprises
- Rancho Santa Fe Seniors
- City of Encinitas

4. Old Business

- a. None

5. New Business

- a. None

6. Oral Reports

a. Fire Chief – Pavone

- District Succession Plan – Update: he and Chief Michel are still conducting individual interviews. He anticipates providing the Board with an overview of the interviews within the next few months. The report will also include responses to questions asked by the board members.
- Training Facility Metal Storage Building – Update: he reports that the construction of the storage building was completed June 2007. The District has not finalized the contract with the contractor CDM Construction, since the District has assessed liquidated damages. The causes for assessing damages include (1) delays to the project, and (2) the contractor has not paid subcontractors. District personnel attempted to resolve this matter and remitted a final payment deducting all liquidated damages. The uncashed check was returned. The next step is for the contractor to pursue mediation, which is pursuant to the contract.
- District Activities
  - Crosby Event – April 10, 2008: he reminded the board members of the community event and requested that board members RSVP to Karlana Rannals.
  - Appreciation Dinner – May 1, 2008: the invitations will be mailed within the next few weeks. The event will be held at the Inn at Rancho Santa Fe.
  - Sam Smith Retirement Dinner – April 5, 2008: an invitation was sent via email.

b. Operations – Deputy Chief Michel

He reported on the following topics:

- FEMA Reimbursement: he has been working with FEMA to recover costs from the Witch Creek fire. He attended the final meeting and the District is requesting approximately \$90,000 in cost recovery.
- OES Reimbursement: he anticipates that the District will receive reimbursement for personnel and equipment costs used during the first three days of the Witch Creek fire from Office of Emergency Services of \$259,000. He expressed his appreciation to Battalion Chief Sturtevant and Captain Greg Rainville for their work and assistance in preparing the documentation for the cost recovery efforts.

c. Training – Battalion Chief Davidson

He reported on the following topics:

- District personnel attend the Fire House World Conference
- Completed probationary testing for Firefighter/Paramedics
- Mary Murphy filled the new EMS Coordinator position. She has been a nurse for 17 years and will work with all CSA agencies on continuing education. Her office is located at the Administrative Offices with the City of Encinitas.

d. Fire Prevention – Fire Marshal Hunter (not in attendance)

Chief Pavone reported on the following topics:

- Construction activity has decreased; however, the bureau is performing developmental reviews.

e. Administration – Administrative Manager Rannals

- Form 700 – Statement of Economic Interests: reminder to turn in the Form 700. She is required to submit all forms to the County of San Diego Clerk of the Board by April 1, 2008.

f. Board of Directors

- North County Dispatch JPA – Update – Director Ashcraft: next meeting scheduled for April 24, 2008
- County Service Area 17 – Update – Director Hickerson: next meeting scheduled for May 6, 2008.
- Comments:
  - Malin – informed the board members of a new tax law effective 01-01-2007 that a public safety member can offset pension up to \$3,000 for health insurance purchased with retirement dollars.
  - Hillgren – inquired if a date has been set for the firefighter’s golf tournament. Chief Pavone informed her that no date has been set.

7. Closed Session

Pursuant to the following Government Code Sections, the Board of Directors convened in Closed Session from 1:55 – 2:35 pm for discussions on:

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: El Fuego

Agency Negotiator: Nicholas G Pavone, Fire Chief,

Negotiating Parties: Rancho Santa Fe School District

Under Negotiation: Instruction to negotiator concerning price and term

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- b. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: APN 269-183-24 – 6363 Calle del Campanano

Agency Negotiator: Nicholas G Pavone, Fire Chief, Ali Shapouri', Consultant

Negotiating Parties: Sourapas Trust

Under Negotiation: Instruction to negotiator concerning price and term

8. Announcement of Closed Session

Upon reconvening, President Ashcraft reported that the board members discussed the identified properties and provided direction to the negotiator Chief Nick Pavone, Agency Negotiator on the following real properties:

Property: El Fuego

Property: APN 269-183-24 – 6363 Calle del Campanano

9. Adjournment

Meeting adjourned at 2:37 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President