



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES – June 18, 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 1:05 p.m.

*Pledge of Allegiance*

Fire Marshal Hunter 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; Mike Gibbs, Battalion Chief; Bret Davidson, Battalion Chief; Cliff Hunter, Fire Marshal; and Karlana Rannals, Board Clerk.

2. Special Presentations

a. Badge Presentation

Chief Pavone welcomed all in attendance and congratulated the newest member of the District. He introduced Battalion Chief Bret Davidson who summarized the District's hiring process and probationary period. A Fire District badge was presented to the following member of the District:

- i. Joseph Carter, Firefighter/Paramedic

Karlana Rannals, Notary Public, administered the Oath of Office. President Ashcraft congratulated and welcomed Firefighter/Paramedic Carter and wished him well in his position.

3. Public Comment

No one requested to speak.

4. Consent Calendar

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR TANNER, 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 TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Board of Directors minutes of May 14, 2008.

b. Receive and File

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

i. Monthly/Quarterly Reports

(a) List of Demands – May 1-31, 2008	\$317,786.11
Payroll for the period May 1-31, 2008	<u>\$426,142.06</u>
TOTAL DISTRIBUTION	\$743,928.17

(b) Activity Reports – May 2008

- Fire Prevention
- Operations
- Training

(c) Travel Report – Pavone

(d) District Articles – May 2008

(e) Correspondence

- Valerie J Mellano, Cooperative Extension – University of California
- Michael Martin, Cogswell Polytechnical College
- Dave Abrams, Fairbanks Ranch Association
- Ray Ramage, Horizon Christian Fellowship

5. Old Business

None

President Ashcraft reported that since Stephen J Fitch, the District’s legal counsel was present to participate in closed session; he requested to modify the agenda and proceed with closed session for those items requiring his presence. There were no objections.

8. Closed Session

Pursuant to the following Government Code Sections, the Board of Directors convened in Closed Session from 1:30 – 2:55 pm for discussions on:

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

1. 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

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

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

Agency Negotiator: Nicholas G Pavone, Fire Chief

Negotiating Parties: Sourapas Trust

Under Negotiation: Instruction to negotiator concerning price and term

b. With respect to every item of business to be discussed in closed session pursuant to Section 54957:

1. LIABILITY CLAIM

Claimant: San Diego Gas & Electric

Agency claimed against: Rancho Santa Fe Fire Protection District

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9. Announcement of Closed Session

a. 1. Upon reconvening, President Ashcraft reported that the board members discussed the identified property and provided direction to the negotiator Chief Nick Pavone, Agency Negotiator and legal counsel on the following real property:

Property: El Fuego

a. 2. President Ashcraft reported that the board members discussed the identified property and agreed to the sale terms as written:

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

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the sale terms to purchase real property at 6363 Calle del Campanano in the amount of \$51,000 and authorize the President to execute the document on behalf of the Fire District.

b. 1. President Ashcraft reported that the board members discussed the liability claim by San Diego Gas & Electric.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to reject the claim by San Diego Gas & Electric.

President Ashcraft announced that the Board would complete the closed session agenda items and conference with labor negotiators at the end of the open meeting.

6. New Business

a. Acceptance of Donations

Chief Pavone summarized the staff report and reported that the Board of Directors has a policy to accept any gift with a value greater than \$500. The Sony Corporation donated four (4) 52-inch plasma televisions, one for each station, and a built in barbeque was donated to the 4S Ranch station.

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept all gifts identified in the staff report donated to the Fire District.

b. Preliminary Budget FY09

Chief Pavone presented a PowerPoint presentation on the Preliminary Budget for FY09. He summarized the changes proposed within each category. He requested an overall Operating Budget of \$10,462 (in thousands) and noted that staff projects the general fund revenue at \$11,238 (in thousands). He summarized the expenditure changes between the proposed budget and FY08.

He also presented the Capital expenditures proposed which are funded through the general and fire mitigation fee funds. Capital expenditures (equipment, facility, and vehicles) are estimated at \$1,654 (in thousands). Staff responded to questions from the Board.

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, to approve the Preliminary Budget for FY09 as presented on the following vote:

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

President Ashcraft announced that the District will schedule a public hearing for adopting the Final Budget on September 10, 2008, and he further requested that the Secretary notify the public of the hearing according to all applicable codes.

c. Antique Fire Apparatus Agreement

Due to a conflict of interest, President Ashcraft left the meeting room and did not participate in this matter. Vice President Hickerson conducted this portion of the meeting.

Chief Pavone informed the Board that President Ashcraft and his wife Alyce donated an antique fire engine to the Rancho Santa Fe Professional Firefighters Association. The License Agreement is between the Firefighters Association and the Fire District for the Association to lease parking space for the 1954 Ahrens Fox Fire Truck. The minimum rental is \$1 per year, and the District will not be responsible for maintenance or damage while parked on the premises. Staff responded to questions from the Board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the License Agreement as presented and authorize the Fire Chief to execute the document.

7. Oral Reports

a. Fire Chief – Pavone

- Multi Agency Coordination: he reported that Chief Michel was chosen as one of the six individuals to represent the County of San Diego at the Geographic Coordination Center in Riverside for multi-agency coordination.
- Regional Water Quality Control Board: he informed the Board that since the District has received notification of closure for the site of contaminated soil from the County of San Diego and the Regional Water Quality Control Board, the District has received a consent form from two property owners to remove the monitoring wells from their sites.
- Staff Recognition: he announced that the County Fire Chiefs Association Fire Prevention Section selected Fire Marshal Hunter as “Fire Prevention Officer of the Year.”
- District Activities: nothing to report.

b. Operations – Deputy Chief Michel – No Report

c. Training – Battalion Chief Davidson

He summarized the training activities for the previous month.

d. Fire Prevention – Fire Marshal Hunter

He reported on the following topics:

- Staff continues to follow-up on the weed abatement notices mailed and neighbor complaints. The cooperation and compliance of property owners continues to be high.

e. Administration – Administrative Manager Rannals – No Report

f. Board of Directors

- North County Dispatch JPA – Update – Director Ashcraft: the next meeting is scheduled for July 31, 2008.
- County Service Area 17 – Update – Director Hickerson: no report
- Comments:
  - Hillgren– discussed her daughter’s efforts in raising funds for “Camp Beyond the Scars” a program for burn-injured children coordinated by the Burn Institute of San Diego County.

8. Closed Session

c. Pursuant to the following Government Code Sections, the Board of Directors reconvened in Closed Session from 4:55 – 6:10 pm for discussions:

With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:

CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: Nicholas G Pavone, Fire Chief

Employee organization: Unrepresented Employees

Position – Fire Chief (1); Deputy Chief (1); Battalion Chief (4); Fire Marshal (1);

Administrative Manager (1)

9. Announcement of Closed Session

8 c. Upon reconvening, President Ashcraft reported that the board members discussed salary and benefits for Unrepresented Management employees effective July 1, 2008. The Board accepted the ad hoc committee’s recommendations for increased salary and benefits. The ad hoc committee will meet with staff in preparation of the salary resolution for adoption at the next regular Board of Directors meeting.

10. Adjournment

Meeting adjourned at 6:15 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President