



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – June 21, 2010**

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 (arrived at 1:12 pm), Malin, Tanner

Directors Absent: Hickerson

Staff Present: Nick Pavone, Fire Chief; Tony Michel, Deputy Chief; Fred Cox, Battalion Chief; Brett 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 MALIN, SECOND BY DIRECTOR TANNER, CARRIED 3 AYES; 0 NOES; 2 ABSENT to approve the Consent Calendar as submitted.

a. Board of Directors Minutes

i) MOTION BY DIRECTOR TANNER, CARRIED 3 AYES; 0 NOES; 2 ABSENT to approve the Board of Directors minutes of May 12, 2010

b. *Receive and File*

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR TANNER CARRIED 3 AYES; 0 NOES; 2 ABSENT to receive and file:

i) Monthly/Quarterly Reports

(1) List of Demands

Check 20555 thru 20651 for the period May 1 – 31, 2010 totaling:	\$ 315,095.73
Payroll for the period May 1 – 31, 2010	<u>\$ 452,538.12</u>

TOTAL DISTRIBUTION

\$ 767,633.85

(2) Activity Reports – May 2010

- Fire Prevention
- Operations
- Training

(4) District Articles– May 2010

(5) Correspondence

- Vera Johnson
- CalFire – Department of Forestry and Fire Protection
- San Diego County Taxpayers Association

4. Old Business

a. Board of Directors Meeting Schedule – Regular Meeting: August 11, 2010

Director Malin withdrew his request to reschedule the August meeting. There was no action taken by the Board of Directors.

b. Special Meeting – July 1, 2010

Ms. Rannals confirmed the special meeting date and discussed with the Board their preferred format of the meeting. The board members agreed on a meeting format and talking points for the discussions with each senior manager. There was no action taken by the Board of Directors.

5. New Business

a. Presentation – San Diego County Traffic Impact Fee (Time Certain – 1:15 pm)

Chief Pavone introduced from the County of San Diego Department of Public Works Rich Crompton, Assistant Public Works Director, and Lee Shick Project Manager who made a presentation on the Transportation Impact Fee (TIF) program.

Mr. Crompton discussed the legislation to establish the fees, the court cases that followed stating that the county could no longer ignore the cumulative impact of traffic, and how the TIF fees are calculated. The County of San Diego, pursuant to California Environment Quality Act (CEQA), uses TIF as a method to mitigate the direct impacts. Mr. Crompton also discussed how the District's TIF fee was calculated. He did inform the Board that the District was given credit for the existing square footage of the demolished station, plus an additional 1,000 SF credit, resulting in a fee of \$39,471 (@ \$5,586 1K SF). County staff responded to questions of the board.

The Board of Directors expressed their appreciation to both Mr. Crompton and Mr. Shick for taking the time to attend the meeting to explain the TIF fee, however, they did express their disagreement with the fee

b. Budget Authorization – Repaving Temporary Fire Station Access Road

Chief Pavone and Captain Galindo summarized the staff report provided. The pavement, where the temporary fire station is located, has deteriorated from the rains and District owned vehicles. Staff recommends that the District pay to have the road repaved since the church is not charging a lease land fee while the temporary station is located on the property owned by Horizon Christian Fellowship Church. The cost to repave is \$8,600.00.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to authorize the expense of \$8,600 to repave the access road leading to the temporary fire station.

c. Fixed Charge Special Assessment for Weed Abatement

Fire Marshal Hunter summarized the staff report provided. He reported that every effort has been made to contact the property owner to obtain reimbursement for the forced abatement. The board action requested is necessary to place a special assessment on the property tax bill.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to accept staff's recommendation to approve the list submitted and authorize the Administrative Staff to deliver the list to the County of San Diego on or before the County's deadline of August 10, 2010.

Ten-minute recess

d. Preliminary Budget FY11

Chief Pavone presented a PowerPoint presentation on the Preliminary Budget for FY11. He summarized the changes proposed within each category. He requested an overall Operating Budget of \$10,068 (in thousands) and noted that staff projects the general fund revenue at \$11,568 (in thousands). He summarized the expenditure changes between the proposed budget and FY10.

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 \$6,624 (in thousands). The majority of the capital expenditures are a result of the Fairbanks Ranch replacement fire station. Staff responded to questions from the Board.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, to approve the Preliminary Budget for FY11 as presented on the following vote:

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

President Ashcraft announced that the District will schedule a public hearing for adopting the Final Budget on September 22, 2010, and he further requested that the Secretary notify the public of the hearing according to all applicable codes.

6. Oral Reports

a. Fire Chief – Pavone

He reported on the following topics:

- Fairbanks Ranch Replacement Fire Station: Update – staff anticipates getting the grading permits by June 23rd. He distributed a three-week project timeline prepared by the construction contractor. All parties are anxious to get the project started. The Board of Directors agreed to schedule the construction ground breaking for July 1 at 4pm.
- Management Services Contract (Cooperative Management Services Contract) – no report
- District Activities
 - None to report

b. Operations – Deputy Chief Michel

He reported on the following topics:

- Call activity:
 - Responded to a roof fire occurred in Fairbanks Ranch, with the damage estimated at \$35,000.
 - Responded to a grass fire in the Del Dios area. The cause is under investigation.

c. Training – Battalion Chief Davidson

Chief Davidson summarized the monthly training activity, which included:

- High rise drills in Escondido
- Completed RCS 800 radio training
- Personnel participated in the annual fit testing.

d. Fire Prevention – Fire Marshal Hunter

- He introduced Nicoli Mackewicz, this summer's Urban forester intern, a student from CalPoly San Luis Obispo. Nicoli will focus his time inspecting the Shelter in Place communities in the district.
- Prevention staff continues to work with property owners to remove the dead and dying trees

e. Administration – Administrative Manager Rannals

- Health Benefits – Update – she updated the board members that after reviewing the minutes regarding the continuation of health insurance for retirees, the resolution presented at the last meeting is the only information available. At the conclusion of the discussion, by consensus, the board agreed that should a retiree predecease their dependents, that the surviving dependent(s) are eligible for COBRA coverage at their cost.

f. Board of Directors

- North County Dispatch JPA – Update – Director Ashcraft: he reported that the FY11 Budget was approved at the last meeting. The cost per call increased 41 cents.
 - County Service Area 17 – Update – Director Hickerson: no report.
- Comments:
 - None.

7. Closed Session

Pursuant to the following Government Code Section, the Board of Directors convened in Closed Session from 4:45 – 5:50 pm for discussions on the following:

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6 CONFERENCE WITH LABOR NEGOTIATORS for Agreement for Cooperative Management Services
Agency designated representatives: Nicholas Pavone, Fire Chief
Unrepresented employee: Battalion Chiefs and above
- b. With respect to every item of business to be discussed in closed session pursuant to Section 54957: PUBLIC EMPLOYEE APPOINTMENT
Title: Fire Chief

NOTE: All members of the Board and Chief Pavone attended the Closed Session

Upon reconvening, President Ashcraft reported that the Board discussed all items listed on the agenda for closed session. He reported that direction was given to Chief Pavone on both matters, and that a subcommittee was appointed (Directors Ashcraft and Malin) to represent the Fire District on matters concerning the Agreement for Cooperative Manager Services.

8. Adjournment

Meeting adjourned at 5:53 pm.

Karlana Rannals
Secretary

James H Ashcraft
President