



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES – July 9, 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*

Deputy 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; Jim Sturtevant, Battalion Chief; Cliff Hunter, Fire Marshal; and Karlana Rannals, Board Clerk.

2. Public Comment

No one requested to speak.

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

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions/ordinances.

4. Consent Calendar

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, 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 HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Board of Directors minutes of June 11, 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 – June 1-30, 2008	\$301,783.95
Payroll for the period June 1-30, 2008	<u>\$497,174.78</u>
TOTAL DISTRIBUTION	\$798,958.73

(b) Activity Reports – June 2008

- Fire Prevention
- Operations
- Training

(c) District Articles – June 2008

(d) Correspondence

- Burn Institute
- Muriel Baze
- Virginia Martin

5. Old Business

None

6. Resolutions/Ordinances

a. Resolution No. 2008-09

Chief Pavone summarized the changes in this resolution. Changes included an adjustment to the salary ranges for all positions, and the creation of a Management Supplemental Benefit Plan.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, and APPROVED Resolution No. 2008-09 *entitled* a resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District establishing salaries and benefits for management personnel on a roll call vote:

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

7. New Business

a. Contract: Side letter between Rancho Santa Fe Fire Protection District and Rancho Santa Fe Miscellaneous Employees

Chief Pavone provided the background on a request by an employee to temporarily modify their work hours. After reviewing the MOU, the language is not there to allow the Chief the ability to adjust hour on a case-by-case basis. The side letter presented allows for the option. Staff responded to questions from the board.

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve Side Letter No. 2 between Rancho Santa Fe Fire Protection District and Rancho Santa Fe Miscellaneous Employees subject to the boards desire to have a termination date added to the agreement.

## 8. Oral Reports

### a. Fire Chief – Pavone

- District Activities
  - He will be presenting a program to the Whispering Palms HOA
  - He reviewed where the District's personnel are located on the strike teams sent to northern California.

### b. Operations – Deputy Chief Michel

- He reported on the following topics
  - He summarized the responsibilities of his new appointment to the MAC. He was activated on July 4 and stayed at the southern operations area coordination center (Riverside) for three days.
  - Reported on significant incidents during the last month which included:
    - A fire at Monterey Ridge Elementary School
    - Strike team activations
    - District personnel assigned to an overhead position at Six Flags National Forest.

### c. Training – Battalion Chief Davidson

- Chief Michel reported that Chief Davidson was sent as a strike team leader trainee. He summarized the monthly training activity, which included:
  - Fire school at Camp Pendleton
  - Safety stand down
  - HazMat drill at the Badger Filtration Plan
  - Completion of an Engineers exam

### d. Fire Prevention – Fire Marshal Hunter

- He reported on the following topics:
  - New construction plan reviews continue to decline
  - Preplanning review is consistent
  - The summer urban forester intern is conducting the annual inspections for the Shelter in Place communities. He anticipates a report to the Board of Directors next month.

### e. Administration – Administrative Manager Rannals – No Report

- She discussed the following topics:
  - She requested that the President appoint an ad hoc committee to meet with the audit representatives for the FY08 independent audit. Director Malin was appointed a member of the ad hoc committee.
  - Distributed an estimate of the property tax collected for FY 08 which compared budget to actual
  - She provided an update on the certification of population data request to the State of California Department of Finance. They are still working on the request and she anticipates a letter from DOF by the next meeting.

### f. Board of Directors

- North County Dispatch JPA – Update – Director Ashcraft: the next scheduled meeting is July 31, 2008. The District's emergency call activity increased 4%.

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- County Service Area 17 – Update – Director Hickerson: the next scheduled meeting is August 5, 2008
- Comments:
  - Hillgren – discussed an article on the new tiller aerial purchased by San Marcos Fire Department, its purpose and costs. Chief Pavone explained that a tiller truck is specialized equipment that requires specialized training, and it is very expensive to purchase and maintain.

9. Closed Session

Pursuant to the following Government Code Sections, the Board of Directors convened in Closed Session from 2:22 – 2:45 pm for discussions on:

- a. With respect to every item of business 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: Rancho Santa Fe School District  
Agency claimed against: Rancho Santa Fe Fire Protection District

10. Announcement of Closed Session

Upon reconvening, President Ashcraft reported that the board members discussed the status of negotiations for the properties identified. The agency negotiator was given direction.

President Ashcraft also reported that the board members discussed the liability claim by Rancho Santa Fe School District and San Diego Gas & Electric.

11. Adjournment

Meeting adjourned at 2:47 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President