



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – July 13, 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, Hickerson, Malin, Tanner

Directors Absent: None

Staff Present: Nick Pavone, Fire Chief; Tony Michel, Deputy Chief; Cliff Hunter, Fire Marshal; Fred Cox, Battalion Chief; Bret Davidson, Battalion Chief; and Karlana Rannals, Board Clerk

President Ashcraft informed the Board of a request to amend the agenda to include the following topics for discussion and/or action:

NEW AGENDA ITEM: Closed Session 7(a)

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

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

All other items listed in closed session will be renumbered

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to amend the agenda as requested.

2. Public Comment

No one requested to speak to the Board.

3. Consent Calendar

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to approve the Consent Calendar with the removal of 3.d – Additional Sewer Easement to Fairbanks Ranch Community Services District

a. Board of Directors Minutes

i) MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to approve the Board of Directors minutes of June 21, 2010

ii) MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to approve the Board of Directors minutes of July 1, 2010

b. Employment Contract – Nicholas G. Pavone

c. *Receive and File*

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

i) Monthly/Quarterly Reports

(1) List of Demands

Check 20652 thru 20764 for the period June 1 – 30, 2010 totaling:	\$ 363,699.29
Payroll for the period June 1 – 30, 2010	\$ 439,628.66
TOTAL DISTRIBUTION	\$ 803,327.95

(2) Activity Reports – June 2010

- Fire Prevention
- Operations
- Training

(4) District Articles – June 2010

(5) Correspondence

- Viejas Fire Department
- Lindsey Short
- Burn Institute

Consent Calendar item pulled for discussion: d. Additional Sewer Easement to Fairbanks Ranch Community Services District

Chief Pavone explained that the easement to Fairbanks Ranch Community Services District required a correction that the Board recently approved. He reported that the County of San Diego required the District to obtain an additional 126 square feet in the easement because of the configuration of the parking lot and the gate for the Sourapas property. The correction was completed, and the President was requested to execute the document to keep the permit process moving along.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to ratify the action of the Board President in signing the sewer easement to Fairbanks Rancho Community Services District.

4. Old Business

a. None

5. New Business

a. Selection of Consultant

Chief Pavone summarized the staff report provided. He informed of the need to hire a special consultant to perform the special inspections required by the County of San Diego. He summarized the bid process performed and the review by staff and members of the construction management team and Architect Jeff Katz. Staff recommended awarding the contract to MTGL, Inc. for \$33,658.00 for inspection and testing services during the construction of the Fairbanks Ranch Fire Station Project; and authorizes the Fire Chief to sign the contract upon review of legal counsel. Staff responded to questions from the Board.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to award the contract to MTGL, Inc. for \$33,658.00 for inspection and testing services during the construction of the Fairbanks Ranch Fire Station Project; and authorize the Fire Chief to sign the contract upon review of legal counsel.

6. Oral Reports

a. Fire Chief – Pavone

He reported on the following topics:

- Fairbanks Ranch Replacement Fire Station: Update – the District was issued a grading permit on July 9th. The contractor is pursuing the necessary additional permits to proceed.
- Management Services Contract (Cooperative Management Services Contract) – no report
- District Activities
 - He was invited to be the “Grand Marshal” at the annual 4th of July parade in Rancho Santa Fe

b. *Operations – Deputy Chief Michel*

He reported on the following topics:

- Call activity:
 - Response 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:

- Completed the Engineer’s exam. Four of six candidates for Engineer passed both the written and practical exams.
- Classes for Emergency Operations Center (EOC)
- Protocol updates for paramedics.

d. *Fire Prevention – Fire Marshal Hunter*

- Prevention staff continues to work with property owners to remove the dead and dying trees. Mike Scott is working with the Forest Health Task Force regarding the health of the eucalyptus trees
- New construction activity was slow for the previous month.

e. *Administration – Administrative Manager Rannals*

- Health Benefits Committee – Update – she informed the Board that the final decision was to retain Health Net for the next year.
- Candidate Filing – November 2, 2010 – distributed candidate-filing packets to Directors Tanner and Hickerson. She reminded the board members that the filing deadline is August 6.
- District Assessed Valuation (AV) FY11 – she received the AV for which declined 2.9% from FY10. Changes to the FY 11 revenue will be adjusted accordingly.

f. *Board of Directors*

- North County Dispatch JPA – Update – Director Ashcraft: no report.
- County Service Area 17 – Update – Director Hickerson: no report.
- Comments:
 - None.

Ten-minute recess

7. Closed Session

Pursuant to the following Government Code Section, the Board of Directors convened in Closed Session from 2:10 – 5:10 pm for discussions on the following:

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54957
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- b. With respect to every item of business to be discussed in closed session pursuant to Section 54957:
PUBLIC EMPLOYEE APPOINTMENT
Title: Fire Chief
- c. With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54957.6
CONFERENCE WITH LABOR NEGOTIATORS
Agency Negotiators: Jim Ashcraft, Randy Malin
Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349
Represented Employees: Rancho Santa Fe Miscellaneous Employees
Employee organization: Unrepresented Employees
Position – Fire Chief (1); Deputy Chief (1); Battalion Chief (4); Fire Marshal (1); Administrative Manager (1)
Under Negotiation: A successor Memorandum of Understanding
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 announced that the Board took no action on agenda item 7. a. and 7. b. He also announced that the Board received an update from the negotiators for agenda item 7. c. and direction was provided.

8. Adjournment

Meeting adjourned at 5:15 pm.

Karlana Rannals
Secretary

James H Ashcraft
President