



## RANCHO SANTA FE FIRE PROTECTION DISTRICT REGULAR BOARD OF DIRECTORS MEETING MINUTES

Rancho Santa Fe Fire Protection District - Board/Community Room  
16936 El Fuego  
Rancho Santa Fe, California

August 14, 2002  
1:30 p.m.

### 1. *Meeting Called to Order/Roll Call*

President Mullins called the meeting to order at 1:30 p.m.

Directors Present: Ashcraft, Lombard, Mullins

Directors Absent: Douglas

Staff Present: Dallas Neville, Deputy Chief; Nicholas Pavone, Deputy Chief; Don Butz, Deputy Chief; Karlana Rannals, Board Clerk

### 2. *Board of Directors*

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR LOMBARD, and CARRIED 3 AYES; 0 NOES; 1 ABSENT to appoint Thomas Hickerson to fill the unexpired term of Rodney Phillips. Director Hickerson will serve until the next general election November 2002. The Oath of Allegiance was administered by Karlana Rannals, Notary Public.

Director Hickerson joined the other members of the Board.

### 3. *Approval of Minutes*

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR LOMBARD, and CARRIED 3 AYES; 0 NOES; 1 ABSENT; 1 ABSTAIN to approve, as corrected, and file:

(a) Board of Directors regular meeting minutes held July 17, 2002;

(b) Board of Directors special meeting held August 5, 2002.

### 4. *Security Patrol Monthly Report – July 2002*

Chief Wellhouser summarized the previous month's statistics. Monthly report reviewed and filed.

### 5. *Public Comment*

No one requested to speak.

### 6. *Correspondence*

Chief Neville read letters of appreciation thanking the department and staff for our assistance.

### 7. *Finance*

#### a. *List of Demands – July 2002*

Monthly report reviewed and filed.

### 8. *Contracts*

#### a. *Contract Amendment with County Service Area – 17 to Provide EMT-D, ALS, Training and Dispatch Services*

Chief Neville summarized the purpose of the contract is to provide medical supplies through CSA-17. There was a change at the County level which requires any contract over \$100,000 be signed by the Board of Supervisors. He noted that this contract is renewed annually.

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR LOMBARD, and CARRIED 4 AYES; 0 NOES; 1 ABSENT to approve the contract as presented, and authorized the President, Board of Directors to execute the document.

9. *Community Preparedness Project*

a. *Project Update* – Chief Pavone reported on the progress of the program. He reported that numerous residents have requested safety inspections. The biggest problem identified is assigning enough personnel to conduct the inspections.

b. *CDF Augmentation Engine*

Chief Neville reported that the California Department of Forestry engine arrived on August 3<sup>rd</sup>. The crews are getting along very well. They have responded jointly on calls. To date all is working well.

10. *Staff Report*

a. *Fire Prevention Report*

Chief Pavone summarized the monthly statistic reports. Request for inspections have increased and once again are backlogged. Approximately ten day wait for inspections..

b. *Operations Report*

Chief Neville summarized the previous month's activity and reviews the district response time recap. The District sent two structure engines and one water tender to the Pines fire.

c. *Training Report*

Chief Butz reported that computer classes were conducted for administrative and suppression personnel. In addition training was conducted for GPS and trench rescue. Only mandatory training is scheduled for August to allow more time for the engine crews to help with the safety inspections.

d. *Fire Station(s) – Update* – Chief Butz reported the following:

1. *Rancho Cielo*: the developer is reviewing the timelines if construction is triggered at 150 permits. The plans are approximately 80% complete. The Board of Directors requested that a status of permits be presented at each meeting.
2. *4S Station*: construction is progressing well.
3. *Fairbanks Ranch*: staff reported that a letter had been sent to three property owners in the area explaining that the District may be interested in purchasing their property.

e. *Fire Conditions*

Chief Neville reported that we are experiencing warmer than average temperatures.

f. *Former Director Phillips Recognition*

The Board of Directors discussed an appropriate acknowledgement for years of service provided by

Dr. Phillips. Staff will coordinate a luncheon and purchase a plaque. It will be tentatively scheduled for the September meeting.

*g. Candidate Filing Period.*

Chief Neville distributed the list identifying seven candidates for three seats up for reelection.

*13. Directors Report*

*a. North County Dispatch JPA – Director Ashcraft reported on the following:*

The next meeting is scheduled for August 22, 2002

*b. CSA-17 – Director Lombard reported on the following:*

The only item of discussion at their meeting held August 6, 2002 was the budget.

*12. Adjournment*

Meeting adjourned at 3:25 p.m.

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Karlana Rannals  
Secretary

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F J Mullins  
President