



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
AGENDA**

Rancho Santa Fe FPD  
Board/Community Room – 16936 El Fuego  
Rancho Santa Fe, California 92067

December 10, 2008  
1:00 pm

**SPECIAL AGENDA (9:30 – 11:30 am)**

**ETHICS TRAINING (Workshop)** – The Fire District will conduct ethics training for Board of Directors and senior management staff. Stephen J. Fitch, Fitch & Associates, will conduct the training. No action will be taken and members of the public are welcome to attend.

**RULES FOR ADDRESSING BOARD OF DIRECTORS**

Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk.

Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment, but can refer it to the Administrative Officer for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature or which require immediate attention. The maximum time allotted for each presentation is FIVE (5) MINUTES.

**REGULAR AGENDA (1:00 pm)**

**Pledge of Allegiance**

**1. Oath of Allegiance – New Elected Board Members**

Administration of the Oath of Allegiance to Board Members-Elect James Ashcraft, Nancy Hillgren, and Randall Malin. The Oath of Allegiance will be administered by a Notary Public.

**2. Election of Officers**

Pursuant to the Fire Protection District Law 1987, Section 13853, effective January 1, 1988, the district board shall elect a president, vice-president and a secretary or clerk.

**3. Roll Call**

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a meeting, please contact the Secretary at 858-756-5971. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.*

**4. Special Presentations**

a. Badge Presentations

Presentation of Fire District Badges by Fire Chief Pavone will be presented to:

- Nathan Fritchle – Firefighter/Paramedic

**5. Public Comment**

**6. Motion waiving reading in full of all Resolutions/Ordinances**

All items listed on the Consent Calendar are considered routine and will be enacted by one motion without discussion unless Board Members, Staff or the public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under Unfinished Business.

**7. Consent Calendar**

a. Board of Directors Minutes

APPROVE the Board of Directors minutes of November 12, 2008

ACTION REQUESTED: **APPROVE**

b. Receive and File

i) Monthly/Quarterly Reports – ACTION REQUESTED: **INFORMATION**

(1) List of Demands

Check 18619 thru 18720 for the period November 1 – 30, 2008 totaling: \$324,046.37

Payroll for the period November 1 – 30, 2008 \$586,135.80

TOTAL DISTRIBUTION \$910,182.17

(2) Financial Reports

- Budget Review: July 1 – September 30, 2008
- Statement of Cash Assets

(3) Activity Reports – November 2008

- Fire Prevention
- Operations
- Training

(4) District Articles – November 2008

(5) Correspondence - Thank you letters/cards were received from the following members of the public:

- CalPERS
- Jon Canavan, City of Poway
- Mark Waldorf, Maranatha Christian Schools

## 8. Old Business

### a. Board Policy - 3040 - Expense Authorizations

To discuss and/or approve the board policy to authorize purchases made for the District.

ACTION REQUESTED: **DIRECTION AND/OR APPROVE**

## 9. New Business

### a. Independent Auditor's Report FY 2007/2008

The Finance ad hoc committee will make a presentation on the financial status of the Fire District for FY 08 and present any findings as a result of the yearend audit to the Board of Directors.

ACTION REQUESTED: **ACCEPT**

### b. District Seal

To discuss and/or approve a new District seal. [Staff Report 08-19](#)

ACTION REQUESTED: **ADOPT**

### c. District Representation and Ad Hoc Committee Assignments

To appoint Board representatives to standing and ad hoc committees. [Staff Report 08-20](#)

ACTION REQUESTED: **Assign and Appoint District Representatives and Committee Assignments**

## 10. Public Hearing

### a. Ordinance No. 2009-01

Ordinance No. 2009-01 – entitled an Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Fees for Services by Reference to the California Health and Safety Code Section 13916 and Section 13919 and Repealing Ordinance 2005-01.

ACTION REQUESTED: **A call for public comment (oral or written)**

## 11. Resolutions/Ordinances

### a. Ordinance No. 2009-01

To adopt Ordinance No. 2009-01 – entitled an Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Fees for Services by Reference to the California Health and Safety Code Section 13916 and Section 13919 and Repealing Ordinance 2005-01.

ACTION REQUESTED: **ADOPT**

### b. Resolution No. 2008-13

To adopt Ordinance No. 2008-13 – entitled a Resolution of the Rancho Santa Fe Fire Protection District Board of Directors, County of San Diego, State of California Approving the Purchase of Property

ACTION REQUESTED: **ADOPT**

## 12. Oral Reports

### a. Fire Chief – Pavone

- i) Del Mar/Solana Beach Management Services – Update
- ii) District Activities

### b. Operations – Deputy Chief Michel

### c. Training – Battalion Chief Davidson

### d. Fire Prevention - Fire Marshal Hunter

### e. Administrative Manager – Rannals

- f. Board of Directors
  - i) North County Dispatch JPA – Update
  - ii) County Service Area – 17 – Update
  - iii) Comments

**13. Closed Session**

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54957:
  - i) LIABILITY CLAIM
    - Claimant: Rancho Santa Fe School District
    - Agency claimed against: Rancho Santa Fe Fire Protection District
- b. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8
  - i) Conference with Negotiators for Real Property to Address the District's Parking Needs

**14. Adjournment**