



# 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

October 9, 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, Douglas, Hickerson, Lombard, Mullins  
Directors Absent: None  
Staff Present: Dallas Neville, Deputy Chief; Nicholas Pavone, Deputy Chief; Don Butz, Deputy Chief; Karlana Rannals, Board Clerk

## 2. *Pledge of Allegiance*

President Mullins led the Pledge of Allegiance.

Chief Pavone introduced Dawn Robinson as the District's new *Fire Prevention Specialist*. The Board Clerk was requested to pin on her badge.

## 3. *Special Presentation*

President Mullins presented a plaque to Dr. Rodney Phillips in acknowledgement for his service to the Fire District as a board member from December 15, 1988 to July 18, 2002.

## 4. *Approval of Minutes*

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR HICKERSON, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve and file:

(a) Board of Directors regular meeting minutes held September 11, 2002.

## 5. *Security Patrol Monthly Report – September 2002*

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

## 6. *Public Comment*

No one requested to speak.

## 7. *Correspondence*

Chief Willis read letters of appreciation for the department's assistance. He also discussed the draft federal report written for FEMA addressing the fire program in which the District was profiled.

## 8. *Finance*

### a. *List of Demands – September 2002*

Monthly report reviewed and filed.

*b. Budget Analysis – July 1 – September 30, 2002*

Staff was requested to provide additional information supporting the overage in Office General and Other Professional Services. Quarterly report reviewed and file.

*c. Holiday Party - Donation*

Chief Willis informed the Board of Directors that in previous years the District made a donation to support the employee's annual holiday party. This year's party scheduled for December 20 at *The Raintree Restaurant* located in Carlsbad. He requested that the Board of Directors once again consider a donation of \$1,000 to offset some of the expenses for the evening.

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR LOMBARD, CARRIED 5-0, to approve the requested expenditure of \$1,000 to support the special event.

*9. Administrative Items*

*a. Disposal of Surplus Equipment.*

Chief Willis summarized the Staff Report provided. He reported that since the District has little use for the equipment itemized, he recommended that the District donate the items to North County Dispatch JPA.

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR LOMBARD, CARRIED 5-0, to APPROVE Staff's recommendation and donate the surplus equipment to North County Dispatch JPA.

Chief Willis also asked the Board of Directors to provide direction on the disposal of fire engines and or other safety equipment. Since the District will be purchasing new fire apparatus next year he reviewed the options available to the District for disposal -

1. Sell through County Auction;
2. Donate Equipment to Volunteer Fire Department within San Diego County;
3. Donate Equipment to Mexico.

The Board of Directors discussed the pros and cons of each option. They directed Staff to prepare a board policy for consideration and/or adoption that allows the District to donate to a volunteer department in need first, before sending to County auction for sale.

*b. Fire, Emergency Medical and Related Services between City of Escondido and Rancho Santa Fe Fire Protection District*

Chief Willis summarized the intent of the contract for services, reviewed changes requested by the City of Escondido and District Staff. He reported that although the cost to the District is \$20,000 per month, the District can terminate with 30 days notice. This is the most cost effective alternative to provide emergency response service to the Del Dios area. He recommended approval of the contract and reported that the document had been reviewed and approved by legal counsel.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR HICKERSON, CARRIED 5-0, to approve the contract as presented and to further authorize the President to sign the contract upon approval by the City of Escondido.

*10. Appeal – Request for variance of Ordinance No. 99-02 (Amended) Requirements - Continuation*

Chief Willis reported that since the last meeting, Staff has reviewed the barn in question and reported that he would not recommend that fire sprinklers be installed on this structure. He informed the Board that the most appropriate thing to do to prevent this from occurring again, is to modify the fire code. He reported that a new Fire Code would be introduced at the next meeting for consideration.

The Board of Directors concluded that after all of the documentation provided by the property owner and Staff they would accept the request for variance for fire sprinklers.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR ASHCRAFT, APPROVED UNANIMOUSLY the request for variance for sprinkler requirements listed in Ordinance 99-02 (Amended) for the property located at 7992 Artesian Road.

*Ten Minute Recess*

*11. Staff Report*

*a. Fire Prevention Report*

Chief Pavone summarized the monthly statistic reports. Chief Pavone distributed a progress report on the *Hazardous Reduction Program*. He reported that not as many residents as anticipated applied to participate in the program.

*b. Operations Report*

Chief Neville distributed the response time recap report. He reported that the District Headquarters stations serves a large area and in certain areas of the District, is unable to meet the six minute response time.

*c. Training Report*

Chief Butz summarized the previous month's training activity, which included computer and paging system training.

*d. Contaminated Soil Testing - Update*

Chief Pavone reported that another monitoring well was installed on the Mature property. There were no additional testing results available at this time.

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

- 1. Rancho Cielo:* No report.
- 2. 4S Station:* construction continues to move forward. New target date for occupancy is December 1<sup>st</sup>.
- 3. Fairbanks Ranch:* Chief Willis reported there has been no response received from

any correspondence sent for available property.

*f. Fire Conditions*

Chief Neville reported that the weather conditions for the month of September were relatively accurate predictions. There continues to be a concern for October and November.

*g. County of San Diego Grant for Bio Terrorism Equipment*

Chief Willis reported that Rancho Santa Fe received a grant of \$9,600 from the County of San Diego to purchase bio terrorism equipment for the fire engines.

*h. Firefighters Annual Golf Tournament*

Chief Willis reminded the board members that the tournament was scheduled for November 4<sup>th</sup> at Crosby golf course.

*12. Directors Report*

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

He reported that the JPA continues to work on an amended and restated agreement.

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

No report.

*13. Adjournment*

Meeting adjourned at 3:45 p.m.

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Karlana Rannals  
Secretary

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F J Mullins  
President