



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

November 13, 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.

3. *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 October 9, 2002.

4. *Security Patrol Monthly Report – October 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 Willis read several letters of appreciation, including one from Dr. Rodney Phillips thanking the Board of Directors and Staff for our assistance during his terms of office.

7. *Finance*

a. *Independent Audit Report & Financial Statements – July 1, 2001 – June 30, 2002*

Marc Dell'acqua and Howard Hong of Hosaka, Nagel & Company reported on the district's financial statements and summarized the independent audit prepared. The auditors responded to questions presented by the board members. The Board of Directors requested that the financial statements reflect that all reserve monies are committed, as identified in the District's budget document.

The Board of Directors deferred any action until the financial statements are corrected.

b. *List of Demands – October 2002*

Monthly report reviewed and filed.

c. Budget Authorizations – Staff Report No. 02-024

Chief Willis summarized the Staff Report provided. He reported that all computers requested were identified in the approved budget and requested that Staff be authorized to proceed with the purchase of equipment.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR LOMBARD, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize Staff to proceed with the purchase of equipment identified.

Chief Willis summarized the supplemental Staff Report to authorize payment for the construction of additional square footage (924 square feet) at the Rancho Cielo Fire Station. He reminded the board members that the developer is paying for most of the construction costs and all of the associated equipment. The \$130,000 payment will be paid from reserves in the FY 2003/04 budget.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR LOMBARD, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize the payment for reimbursement of construction costs to Cielo and Crosby developers.

8. Administrative Items

a. Hazard Reduction Program Request to Extend Deadline

Chief Pavone summarized the Staff Report provided. He stated that the intent of the program is to get the dead and dying trees removed and the grant was offered to motivate the property owners to get it done sooner rather than through forced abatements. There have been many benefits, such as obtaining additional information for the GIS program, an opportunity to educate property owners, and good public relations. The downside is that there has not been the interest level that was originally anticipated. He requested that the Board of Directors consider extending the deadline through December 31, 2002. This will allow for an additional 60 days and the financial funding is still available.

Staff responded to questions from the board members about the grant program. The Board of Directors concluded to extend the grant program through December 31, 2002; however, they requested that Staff develop a new program to continue to reduce the hazards within the District and make a presentation not later than the February 2003 meeting.

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR LOMBARD, CARRIED 5-0, to APPROVE Staff's request to extend the Hazard Reduction Program through December 31, 2002.

b. Amended and Restated Joint Exercise of Powers Agreement for North County Dispatch JPA
Director Ashcraft who serves as the District's representative on the NCDJPA Board of Directors summarized the points of discussion for the Agreement that was provided with the Agenda packet. He noted that the original agreement was adopted in 1984 and that there have been four amendments to the document.

As a result of new agencies interested in joining the JPA, the JPA Chiefs saw the need for a new and restated agreement to deal with issues such as new member buy in, ownership of assets, etc. The

document presented for review has been approved by the NCDJPA Board of Directors. Each member agency must also approve the before it goes into effect. Director Ashcraft recommended approval.

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR HICKERSON, CARRIED 5-0, to APPROVE the *Amended and Restated Joint Exercise of Powers Agreement for North County Dispatch Joint Powers Authority* as presented.

c. Irrevocable Offer to Dedicate Real Property

Chief Willis summarized the Staff Report included with the agenda. This easement located at the new Rancho Cielo Fire Station site is located on a part of the property that will most likely not be accessed or used. It is a part of the Rancho Cielo trail system which must connect with the Del Dios Highway.

The board members directed Staff to seek from the County of San Diego, the right to relocate the easement if necessary, since the station has not been constructed. However, they authorized the easement offer if Staff is unable to obtain and agreement with the County for future relocation.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR LOMBARD, CARRIED 5-0, to APPROVE the *Irrevocable Offer to Dedicate Real Property* as presented, with direction to Staff to seek the right to relocate the easement if necessary.

d. Appoint Ad Hoc Committee to Discuss Health Insurance Plans with Rancho Santa Fe Firefighters Labor Relations Association

Chief Willis requested that the President appoint a committee to discuss the cost of health insurance premiums with the labor relations committee. This is necessary since CalPERS did not renew their contract with Health Net, which the current benefit is tied to.

President Mullins appointed Directors Ashcraft and Lombard to serve on the committee for this specific item.

e. December Board of Directors Meeting – Modify Date

Chief Willis requested that the Board of Directors consider rescheduling the regular December meeting due to Staff attending a conference in Monterey.

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR LOMBARD, CARRIED 5-0, to reschedule the December Board of Directors meeting December 18, 2002.

Ten Minute Recess

9. *Ordinance Adoption*

- a. No. 03-01 Which Adopts by Reference the California Fire Code, 2001 Edition, with Certain Amendments, the Uniform Fire Code Standards, 2000 Edition, a and National Fire Protection Association Standards 13, 1999 Edition, 13-D, 1999 Edition, and 13-R, 1999 Edition.*

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR HICKERSON, CARRIED 5-0, to introduce by title and waive the reading the following Ordinance:

No. 03-01 Which Adopts by Reference the California Fire Code, 2001 Edition, with Certain Amendments, the Uniform Fire Code Standards, 2000 Edition, a and National Fire Protection Association Standards 13, 1999 Edition, 13-D, 1999 Edition, and 13-R, 1999 Edition

Chief Pavone summarized the process of Ordinance adoption and the specific changes from the current to the proposed Ordinance presented. He reported that this Ordinance presented moves the District closer to a consolidated fire code throughout the County of San Diego. Staff responded to questions from the board members.

A second reading will be scheduled for the December meeting, incorporating modifications from the November meeting. No further action taken.

11. *Staff Report*

a. *Fire Prevention Report*

Chief Pavone summarized the monthly statistic reports and noted that the District continues to see a lot of new construction. Chief Pavone also distributed a progress report on the *Hazardous Reduction Program*. Fire Prevention Week activities were conducted at the school. He distributed comments cards and provided samples from the Poster contest that was conducted. The District received a lot of positive feedback from the teachers as well as the parents of the students.

b. *Operations Report*

Chief Neville distributed the response time recap report. He reported on a fire in the Whispering Palms area.

c. *CDF Augmentation Engine – Update*

Chief Will reported that the augmentation engine supplied by CDF was terminated effective November 11, 2002. He estimated that CDF saved the District approximately \$350,000 by having them at the headquarters station. It was believed to be very positive work experience for both agencies with a mutual benefit.

d. *Training Report*

Chief Butz summarized the previous month's training activity, which included training for the new electronic time card system.

e. *Contaminated Soil Testing - Update*

Chief Pavone reported that another monitoring well was installed on the Mature property. The consultant is finalizing the report to the County of San Diego.

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

1. *Rancho Cielo*: Plans were submitted to the County for review, with corrections

received and resubmission estimated for November 15th.

2. *4S Station:* the walk-through is scheduled for November 18 to establish the punch list. It has been suggested that the January Board of Directors meeting be held at the new station, in conjunction with a grand opening.
3. *Fairbanks Ranch:* Chief Willis reported that a property has been identified in the Fairbanks Ranch area and the owner may be interested in selling the property. He is working with Supervisor Horn's office to eliminate the easement removed from the property.

g. Contract for Services City of Escondido

Chief Willis reported that the Escondido City Council will consider the agreement at their meeting scheduled for November 19th. City staff anticipates that the council will approve the contract and services will begin on December 1, 2002.

h. Election Results – November 5, 2002

Chief Willis distributed the results of the recent election. All incumbents were reelected. The Oath of Office in addition to the selection of officers will be conducted at the December meeting.

12. *Directors Report*

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

No report.

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

No report.

13. *Adjournment*

Meeting adjourned at 5:15 p.m.

Karlana Rannals
Secretary

F J Mullins
President