



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES – December 14, 2005**

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

*Meeting Called to Order/Roll Call*

Director Ashcraft called the meeting to order at 1:00 p.m.

Directors Present: Ashcraft, Douglas, Hickerson, Hillgren, Malin  
Directors Absent: None  
Staff Present: Nick Pavone, Fire Chief; Tony Michel, Deputy Chief; Cliff Hunter, Fire Marshal; Karlana Rannals, Board Clerk

*Pledge of Allegiance*

Deputy Chief Michel led the assembly in the *Pledge of Allegiance*.

1. Motion Waiving Reading in Full of all Resolutions and Ordinances

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, and CARRIED 5AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full all Resolutions and Ordinances.

2. Public Comment

None

3. Approval of Minutes

MOTION BY DIRECTOR MALIN, 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 November 9, 2005

4. Finance

a. Independent Auditor's Report FY 2004/2005

Paul J Kaymark CPA of Charles Z Fedak reported on the district's financial statements and summarized the independent audit report. He reported that the statements presented include a clean opinion of the auditor. Mr. Kaymark also reviewed the management letter, which is required and he reported that the letter is presented to the District without comment. Mr. Kaymark and the District's staff responded to questions from the Board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5-0, to accept and file the audit for FY 04/05 as presented.

b. List of Demands – December 1 – 31, 2005

Monthly report reviewed and filed.

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

December 14, 2005

Page 2 of 6

5. Closed Session

Pursuant to Government Code, section 54957.6 the Board of Directors convened in a closed session from the hour of 4:40 pm to 5:20 pm. They met to discuss the following items:

a. CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: Randy Malin, Director; Nancy Hillgren, Director  
Employee organization: Rancho Santa Fe FPD Employee Association (RSFEA); and

b. CONFERENCE WITH LABOR NEGOTIATOR, pursuant to Government Code Section 54957.6:

Agency Negotiator: Nicholas Pavone, Fire Chief

Unrepresented Employees:

1. Fire Chief (1)
2. Deputy Chief (1)
3. Battalion Chiefs (4)

6. Correspondence

Correspondence reviewed and filed.

7. Old Business

None

8. New Business

a. Disposal of Surplus Vehicles

Chief Michel summarized the staff report included. He reported that his report recommended that the District Utilize Fire Trucks Plus, a consignment vendor specializing in fire apparatus to dispose of both vehicles. Since the agenda was distributed, he received a call from De Luz Volunteer Fire Department expressing an interest in obtaining the vehicle. He noted that if the Board were interested in donating or selling the vehicle to De Luz Volunteer Fire Department, the District would benefit by having an additional brush engine in the zone. Staff responded to questions from the board.

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR ASHCRAFT, and FAILED 1AYES; 4 NOES; 0 ABSENT; 0 ABSTAIN to donate the 1989 Type III Brush Engine (International) to De Luz Volunteer Fire Department

The board members discussed value of the vehicle, the merits of selling to an agency within the zone and concluded that if De Luz Volunteer Fire Department was interested in purchasing the engine the selling price is \$5,000.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and CARRIED 3AYES; 2 NOES; 0 ABSENT; 0 ABSTAIN to sell the 1989 Type III Brush Engine (International) to De Luz Volunteer Fire Department for \$5,000.

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

December 14, 2005

Page 3 of 6

Chief Michel recommended that since the Board of Directors had agreed to sell the brush engine directly, that the District sells the Ford Explorer through the County of San Diego auction.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR ASHCRAFT, and CARRIED 4AYES; 1 NOES; 0 ABSENT; 0 ABSTAIN to sell the 1996 Ford Explorer at auction through San Diego County.

b. Revised Contract – Acquisition of Real Property Agreement

Chief Pavone summarized the staff report included. He reported that staff has been working on the contract language for approximately two years. The latest proposed language from the property owner is a significant change from what was originally agreed upon from negotiations that have been ongoing for over a year. He noted that the change in cost sharing would commit the District to costs that have not been completely identified, but could be upwards of one million dollars. He recommended that the Board Reject language modification as proposed and continue negotiations with church. Proceed with further investigation of other alternative fire station locations.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR HICKERSON, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to reject the proposed language from the property owner and directed the Fire Chief to continue to negotiate and develop contract language that is clear and that will eliminate uncertainty. The Board also requested that the Fire Chief look at other options to consider.

9. Resolutions/Ordinances

a. Resolution No. 2005-014 – *entitled* a Resolution of the Rancho Santa Fe Fire Protection District Establishing Time and Place of Regular Meetings, Holiday and Emergencies

Chief Pavone reported that this resolution updates the time of the regular scheduled meeting.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR HICKERSON, to adopt Resolution No. 2005-014. Motion approved on the following roll call vote:

AYES:	Ashcraft, Douglas, Hickerson, Hillgren, Malin
NOES:	None
ABSENT:	None
ABSTAIN:	None

b. Resolution No. 2005-015 – *entitled* a Resolution of the Rancho Santa Fe Fire Protection District Establishing a Voluntary Employee Benefit Account (VEBA)

Karlana Rannals summarized the staff reported included. She reported that this resolution is the last step necessary to set up the account through ING to begin contributing to the employees Health Retirement Account (HRA).

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

December 14, 2005

Page 4 of 6

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR MALIN, to adopt Resolution No. 2005-015. Motion approved on the following roll call vote:

AYES:	Ashcraft, Douglas, Hickerson, Hillgren, Malin
NOES:	None
ABSENT:	None
ABSTAIN:	None

10. Reports

a. Fire Chief

- Battalion Chief Recruitment – Chief Pavone reported that the promotion process is complete. The positions were offered to Fred Cox, Mike Gibbs, Gary Snaveley, and Jim Sturtevant. Their promotions will become effective January 14, 2006
- LAFCO Study – he distributed to each member a copy of the study prepared by LAFCO staff. He noted that the report only includes personnel costs and does not consider any operating or infrastructure costs. The next phase is to complete the micro study, which will review the additional costs. The Board of Supervisors must hire a consultant to complete the study. The estimated consultant cost is between \$600,000 and \$1 million.
- Regionalization Study (ESCI) – Update – he reported that the consultant is finalizing the report. He anticipates that the next phase of the report will be completed within the next several weeks.
- Badge Presentation – January 11, 2006 – he reported that at the next meeting badges would be presented to potentially 16 employees. He suggested that the Board establish a 4:00 pm time certain for the presentations. Due to the large number of friends and family attending the event, he suggested that the ceremony take place in the apparatus bay. There were no objections from the board members.

b. Deputy Chief

i. Operations/Training – Michel

- Monthly Report – November 2005 – Chief Michel reported that the previous month was busy. District personnel participated in three promotional processes and a countywide terrorism exercise. Monthly report reviewed and filed.
- Captain Recruitment – Captain positions were offered to Troy Elliott, Chris Galindo, Mike Shore and Jim Tenger
- Engineer Recruitment – Engineer positions were offered to Ray Ligtenberg, Dave McQuead, Brian Slattery, and Aaron Wos.

c. Fire Marshal – Hunter

- Monthly Report – November 2005 – he reported that plan review activity had decreased. The Bureau has established a weekly service offering over-the-counter service for plans that are being resubmitted for review and stamps.

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

December 14, 2005

Page 5 of 6

- Fire Prevention Week Activity Report Weed Abatement – Julie Taber, Public Relations Coordinator summarized her report included with the agenda. She reported that due to the large number of schools in the District, it takes almost the entire month of October to reach the schoolchildren. A variety of topics were taught and the presence of firefighters and engines at the school were a “big hit.” She invited the board members to attend and observe next year.

d. Administrative Manager – Rannals

- No report.

e. Board of Directors

i. North County Dispatch JPA – Update

- Director Ashcraft – no report.

ii. County Service Area – 17 – Update:

- Director Hickerson – a special meeting scheduled for Tuesday, January 3, 2006 will vote on adding two 12-hour ambulances during the peak period. If approved, he anticipates that one ambulance will be located at the 4S Ranch station.

iii. Comments

- None

11. Announcement of Closed Session

Upon reconvening, President Ashcraft stated that the Board met with labor negotiators and provided direction to the representatives for discussion on establishing a Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and Rancho Santa Fe Fire Protection District Employee Association.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR HICKERSON, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to offer a lump sum payment up to 1.5% of annual salary to the RSFEA employees.

President Ashcraft also reported that the board discussed benefits for unrepresented employees listed and provided direction to the Fire Chief.

12. Adjournment

Meeting adjourned at 5:30 pm.

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Karlana Rannals

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James H Ashcraft

Minutes  
Rancho Santa Fe Fire Protection District Board of Directors  
December 14, 2005  
Page 6 of 6  
Secretary

President