



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – February 8, 2006**

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; Gary Snavely, Battalion Chief; Jim Sturtevant, Battalion Chief; Karlana Rannals, Board Clerk

Pledge of Allegiance

Battalion Chief Sturtevant led the assembly in the *Pledge of Allegiance*.

1. Special Presentations

a. Badge Presentations

Chief Pavone introduced Deputy Chief Michel, Captain Rainville and Captain Galindo who summarized the Districts promotional process and the roles and responsibility that each member will assume. He congratulated all individuals on their selection and achievements. Fire District badges were presented to the following members of the District:

- i. Nicholas Chapin – Firefighter/Paramedic
- ii. Trevor Krueger – Firefighter/Paramedic
- iii. Tanner Worley – Firefighter/Paramedic

Karlana Rannals, Notary Public, administered the Oath of Office. President Ashcraft congratulated all personnel recognized and wished them well in their new position.

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

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

3. Public Comment

None

4. Approval of Minutes

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

- a. Board of Directors regular meeting minutes held January 11, 2006

5. Finance

- b. List of Demands – January 1 – 31, 2006
- c. Summary Asset /Liability Statement – December 31, 2005

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d. Combined Summary Statement Revenue/Expenditures

e. Quarterly Budget Review (Expenditures) July 1 - December 31, 2005

Karlena Rannals reviewed the monthly and quarterly reports and responded to questions from the Board. Reports reviewed and filed.

6. Correspondence

Correspondence reviewed and filed.

7. Old Business

None

8. New Business

a. North San Diego county Zone 1 Emergency Mapping and GIS Memorandum of Understanding Chief Pavone summarized the staff report included. He reported that the County of San Diego applied and successfully obtained a grant from the Department of Homeland Security to develop a regional map. The new map format will use the same grid system for all agencies in North County. He also reported that if the Board approves the MOU, the immediate fiscal impact is zero. However, there will be ongoing maintenance after implementation. He believes that the ongoing cost will be about \$15,000 per year.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR MALIN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the MOU and authorize the Fire Chief to execute the document.

b. District Funding

Karlena Rannals summarized the staff report included. She informed the Board that the District must notify the County each year whether the District will continue to assess the special tax. In addition, the information will be beneficial to develop the budget for the next fiscal year.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR MALIN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to continue to assess the special tax for the next fiscal year.

The Board requested that Chief Pavone follow-up with District's legal counsel and obtain an update on the letter sent to the Attorney General approximately two years ago. The letter requested an opinion as to whether or not the Board of Directors can increase the current voter approved special tax without being subject to Proposition 218.

9. Closed Session

There was no need for closed session to be conducted.

10. Announcement of Closed Session

None

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11. Resolutions/Ordinances

a. Resolution No. 2006-002 – *entitled* to Participate in the San Diego County Fire Mitigation Fee Program

Karlana Rannals reported to the Board that the District is required to renew the resolution each year to participate in the Fire Mitigation Fee program.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR MALIN, to adopt Resolution No. 2006-002. Motion approved on the following roll call vote:

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

12. Reports

a. Fire Chief

- LAFCO Study – he reported that the LAFCO Board of Directors met February 6, 2006. They voted to move forward with the Micro Study for Consolidation. He reports that there has been stronger opposition from the San Diego County Fire Chiefs Association and the San Diego County Fire Districts Association. The LAFCO staff recommendation included a subcommittee of the LAFCO Board, which includes an advisory representative from the fire service, to develop an RFP in thirty days. The County Board of Supervisors has not yet identified the funding to retain a consultant to conduct the study.
- Regionalization Study (ESCI) – Update – he reported that the consultant is prepared to present to each participating agency the results of the study. He anticipates that the topic will be scheduled for the March agenda.
- Soil Contamination – Update – he reported that all interested parties met in January and they are pursuing a settlement agreement. The County of San Diego is looking to close the case.
- Annual Appreciation Dinner – he reported that the annual dinner is scheduled for Friday April 21st and will be held at The Inn at Rancho Santa Fe

b. Operations – Deputy Chief Michel

- Monthly Report – November 2005 – Chief Michel reported that the previous month was busy. District personnel responded to 150 calls during the month of which four were brush responses.

c. Training – Battalion Chief Sturtevant

- Monthly Report – January 2006 – District personnel participated in the Firefighter/Paramedic Recruitment Academy that began January 10 and concluded February 8. Personnel also participated in ladder testing and advanced cardiac life support training.

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c. Fire Marshal – Hunter

- Monthly Report – November 2005 – Fire Marshal Hunter was unable to attend the meeting. Chief Pavone distributed a revised report due to a calculation error. He reported that the bureau is busy and overtime personnel performed numerous plan reviews.

d. Administrative Manager – Rannals

- Conflict of Interest Statement – Form 700 - she reminded the board members to complete and submit their Form 700 to her by March 10, 2006.

e. Board of Directors

i. North County Dispatch JPA – Update

- Director Ashcraft reported that at the JPA meeting held January 26, 2006 the Administrator is working on an emergency plan and the RSF call volume had increased over the prior year. Rancho Santa Fe calls increased by 11.5%. He also reported that Chief Pavone has notified the JPA Chiefs of the District's intent to increase the cost of the Administrative Services Contract. The District currently charges \$20,000 per year.

ii. County Service Area – 17 – Update:

- Director Hickerson – attended a meeting on February 7 in which there was not a quorum to conduct business. The 12-hour ambulance is scheduled to start the 90-day trial period at the 4S Ranch Station on March 1, 2006.

iii. Comments

- Hillgren – she is unable to attend the scheduled April Board meeting. The Board Clerk will add this item to the agenda to discuss the possibility of rescheduling.
- Malin – inquired about the CPI for the year identified in the MOU. Staff informed him that the index for the 2nd half has not been issued.

12. Adjournment

Meeting adjourned at 2:55 pm.

Karlana Rannals
Secretary

James H Ashcraft
President