



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES – June 23, 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 12:00 p.m.

Directors Present: Ashcraft, Douglas, Hickerson, Hillgren, Malin  
Directors Absent: None  
Staff Present: Nick Pavone, Fire Chief; Cliff Hunter, Fire Marshal; Fred Cox, Battalion Chief;  
Jim Sturtevant, Battalion Chief; and Karlena Rannals, Board Clerk

*Pledge of Allegiance*

Karlena Rannals led the assembly in the *Pledge of Allegiance*.

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

MOTION BY DIRECTOR MALIN, 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

Fire Marshal Hunter introduced Matt Thoma a student from CalPoly in San Luis Obispo with a major in fire management. He reported that Matt is working as a summer intern for the Fire District and his focus is inspecting the Shelter in Place communities.

Greg Rainville, President, Rancho Santa Fe Professional Firefighters Association requested feedback from the Board members the various social opportunities presented that all employees and board members could attend. Suggestions included family event at San Dieguito Park, and a Day at the Races in Del Mar. Based upon the feedback, the firefighters association will explore opportunities and provide and update at a future meeting.

3. Approval of Minutes

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

- a. Board of Directors regular meeting minutes held May 10, 2006
- b. Board of Directors special meeting minutes held May 24, 2006

4. Correspondence

Correspondence reviewed and filed.

5. Finance

- a. List of Demands – May 1 – 31, 2006  
Monthly report reviewed and filed.

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b. Unfunded Liability

Chief Pavone reminded the board members that the direction to staff was to redirect excess revenue at the end of each fiscal year to CalPERS to reduce the District's unfunded liability for the safety plan. Staff has obtained a payoff to CalPERS of \$1,499,486, and staff determined that the District has enough cash assets to payoff the remainder of the liability. Staff responded to questions from the Board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize the lump sum payment of \$1,449,486 to CalPERS for the purpose of paying off the District's unfunded liability for the safety plan.

6. Old Business

a. None

7. New Business

a. Article XIIIB California Constitution Appropriation Limit

Karlana Rannals summarized the staff report provided. She recommended that the Board of Directors accept the following formula to calculate the District's new appropriation limit for the 2006/2007 fiscal year:

Change in California per capital personal income (3.96%) for the Cost of Living Factor; and  
Change in population within the county unincorporated area (.94%).

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR HICKERSON, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept staff's recommendation for calculation of the District's appropriations limit.

b. Preliminary Budget – FY 2006/07

Chief Pavone presented a PowerPoint presentation on the Preliminary Budget for FY 2006/07. He summarized in his presentation the changes proposed within each category. Overall, the Operating Budget increased to \$9,519,000. During his presentation, he discussed several changes to the budget including the budget format. He noted that based upon the District's decision to forward \$1.5 million to CalPERS to payoff the unfunded liability, the retirement contribution by decreased by an additional 5.089%. Staff responded to questions from the board members.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR HICKERSON, to approve the Preliminary Budget for FY 2006/07 as presented on the following vote:

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

President Ashcraft announced that the District will schedule a public hearing for adopting the Final Budget on September 13 2006, and he further requested that the Secretary notify the public of the hearing according to all applicable codes.

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8. Resolutions/Ordinances

a. Resolution No. 2006-003 – *entitled* a Resolution Setting Benefit Charges for Fiscal Year 2006-07  
Chief Pavone reported that the County of San Diego requires that this resolution be adopted annually, which sets the benefit charge @ \$2.50 per benefit unit.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR DOUGLAS, to adopt Resolution No. 2006-003. Motion approved on the following roll call vote:

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

b. Resolution No. 2006-004 – *entitled* Prop IV Tax Limitations for Fiscal Year 2006-07  
Chief Pavone reported that this resolution reflects the formula selected by action taken earlier in the meeting.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR HICKERSON, to adopt Ordinance No. 2006-004. Motion approved on the following roll call vote:

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

9. Closed Session

Pursuant to Pursuant to Government Code, section 54956.6 the Board of Directors convened in a closed session from the hour of 2:55 to 5:22 pm. The following items were discussed:

*a. Conference with Labor Negotiators*

*Agency Designated Representative:* Board of Directors  
*Employee Organization:* Unrepresented Employees  
Position – Deputy Chief (1); Battalion Chief (4); Fire Marshal (1); Administrative Manager (1)

*b. Conference with Labor Negotiator*

*Agency Designated Representative:* Randy Malin, Director; Nancy Hillgren, Director  
*Employee Organization:* Rancho Santa Fe FPD Employee Association (RSFEA)

10. Announcement of Closed Session

Upon reconvening, President Ashcraft reported that for agenda item 9(a) and 9(b) the board gave the designated representatives direction, and to continue discussions. There was no action taken by the Board.

11. Reports

a. Fire Chief – Chief Pavone

- LAFCO Study Consolidation – Update: he informed the board members that the County of San Diego Board of Supervisors approved \$300,000 for funding the micro study.

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- Administration Building Remodel – he sent a letter to Rancho Santa Fe Association notifying them of the District’s intent not to renew the space lease agreement after July 1, 2007. He met with the Association’s General Manager to discuss the issues that the District is facing. The Association’s Board President also sent a letter to the District Board of Directors requesting an opportunity for the two boards to discuss. Director Hillgren asked staff to thoroughly look all options including decentralizing some of the functions such as moving fire prevention away from the headquarters station.
  
- b. Operations – Deputy Chief Michel
  - Monthly Report – May 2006 – Chief Cox summarized the monthly activity and reported that the District responded to a fire on Lago Vista in which the fire was put out by a fire sprinkler. Monthly report reviewed and filed.
  
- c. Training – Battalion Chief Sturtevant
  - Monthly Report – May 2006 – Chief Sturtevant reported that the District conducted leadership training that included mandatory training on harassment and discipline. District personnel also participated at a wildland drill held in Ramona.
  
- d. Fire Marshal – Hunter
  - Monthly Report – May 2006 – Fire Marshal Hunter summarized the monthly activity.
  - District Articles – for information only.
  
- e. Administrative Manager – Rannals
  - July Meeting Rescheduled - she reminded the board members that the July 12 meeting was rescheduled to July 19, 2006.
  - Notification – August 9, 2006 meeting - she informed the board that she would be unable to attend the August 9 meeting. She reported that she is still trying to coordinate the ethics training and suggested that the training precede a board meeting. The board members agreed to reschedule the August meeting if legal counsel could accommodate the suggestion. She obtained possible dates from the board members and will report the outcome at the next meeting.
  
- f. Board of Directors
  - i. North County Dispatch JPA – Update (Ashcraft)
    - City of Oceanside – voted to approve joining the JPA at the last council meeting in June.
  
  - ii. County Service Area – 17 – Update (Hickerson)
    - No report
  
  - iii. Comments
    - None.

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12. Adjournment  
Meeting adjourned at 5:30 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President