



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – December 12, 2007**

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

A regular meeting of the Rancho Santa Fe Fire Protection District Board of Directors was called to order at 1:00 p.m.

Pledge of Allegiance

Chief Pavone led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hickerson, Hillgren, Malin, Tanner

Directors Absent: None

Staff Present: Nick Pavone, Fire Chief; Tony Michel, Deputy Chief; Cliff Hunter, Fire Marshal; Fred Cox, Battalion Chief; Bret Davidson, Battalion Chief; and Karlana Rannals, Board Clerk

2. Public Comment

No one requested to speak to the board.

3. Motion waiving reading in full of all Resolutions

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

4. Consent Calendar

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Consent Calendar.

a. Board of Directors Minutes

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Board of Directors minutes of November 14, 2007.

b. Receive and File

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

i. Monthly/Quarterly Reports

(a) List of Demands – November 1 -30, 2007	\$ 73,301.91
Payroll for the period November 1 – 30, 2007	<u>\$685, 140.71</u>
TOTAL DISTRIBUTION	\$758,442.62

(c) Activity Reports – November 2007

- Fire Prevention

- Operations
- Training

(d) District Articles – November 2007

ii. Correspondence

- Friends of Lake Hodges
- City of Carlsbad
- Bill Horn, Supervisor, Fifth District
- City of San Diego
- California Department of Forestry & Fire Protection
- Ambassador Richard G. Capen, Jr.
- Amy Adams
- Dieterich
- Beard

5. Public Hearing

President Ashcraft opened the public hearing for Ordinance 2008-02 entitled An Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting the California Fire Code, 2007 edition, and 2006 International Fire Code with Certain Amendments, Additions, and Deletions. Ms. Rannals reported to the Board that she had not received any requests to speak or written correspondence. President Ashcraft closed the public hearing.

6. Ordinances/Resolutions

a. Ordinance No. 2008-02 *entitled* An Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting the California Fire Code, 2007 Edition, and 2006 International Fire Code with Certain Amendments, Additions, and Deletions

Chief Pavone reported that no changes were made to the Ordinance since the November meeting. He noted that once adopted by the board of directors, this ordinance becomes effective 30 days after the date of adoption. Staff responded to questions from the Board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, and APPROVED on the following roll call vote:

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

President Ashcraft requested that the Secretary notify the public of the ordinance adoption and publish all legal notices according to all applicable codes.

7. Old Business

a. Acceptance of Donations

Chief Pavone distributed an updated list of residents who sent a check in gratitude for the efforts and performance of District personnel during the October 2007 wildfires. To date, cash donations total \$30,600. He also reported that the District has received numerous gift cards. Pursuant to Health and Safety Code 13898, the Board of Directors must formally accept the donations and determine a purpose. Once accepted, staff will send a letter of acknowledgement to the donor. Chief Pavone reviewed with the board three options discussed at the November meeting in determining a purpose for the money.

Jim Tenger, President, Rancho Santa Fe Professional Firefighters Association requested that the Board of Directors give consideration to their request that the proportionate share of all active members of the Professional Firefighters Association be forwarded to the Association in lieu of the individual health retirement savings account. He informed the Board that the monies could sponsor retirement dinners, holiday parties and other events promoting the Fire District. He also informed the Board that Association members voted in favor of this option.

Chief Pavone reminded the Board that not all employees are members of the Firefighters Association and recommended that the Board of Directors acknowledge the desire of three groups 1) Firefighters Association; 2) Administrative/Prevention personnel; and 3) Management personnel. Staff responded to questions from the Board.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to the following:

1. Accept the revised monetary donations totaling \$3,800 received at the November 2007 meeting.
2. Accept the monetary donations totaling \$26,800 as a result of the October 2007 wildfires. (*Note: Total received through December 12, 2008 - \$30,600*)
3. Distribute all non specified monetary donations received and/or dated through December 31, 2007 as follows:
 - a. Distribute each proportionate share of the active members (39) of the Rancho Santa Fe Professional Firefighters Association to the Firefighters Association.
 - b. Distribute each proportionate share of the Administrative/Prevention personnel (7), based on majority vote to:
 - i. Health Retirement Savings Account; or
 - ii. Rancho Santa Fe Professional Firefighters Association
 - c. Distribute each proportionate share of the Management personnel (8), based on majority vote to:
 - i. Health Retirement Savings Account; or
 - ii. Rancho Santa Fe Professional Firefighters Association

8. New Business

None.

Recess ten-minutes

9. Closed Session

Pursuant to the following Government Code Sections, the Board of Directors convened in Closed Session from 2:10— 3:55 pm for discussions on:

With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: El Fuego

Agency Negotiator: Nicholas G Pavone, Fire Chief; Steve Fitch, Attorney

Negotiating Parties: Rancho Santa Fe School District

Under Negotiation: Instruction to negotiator concerning price and term

10. Announcement of Closed Session

Upon reconvening, President Ashcraft reported that the board members discussed the identified property and provided direction concerning price and term to Chief Pavone, Agency Negotiator on the following real property:

- i. Property: El Fuego

11. Oral Reports

a. Fire Chief – Pavone

- Replacement of Fairbanks Ranch Fire Station – he has received the final “plat map” from the consultant. He will meet with the property owner on December 14 to discuss the final map.
- Cooperative Efforts – The City of Del Mar has decided to participate in the planned cooperative efforts with the City of Solana Beach. The next step is to obtain an actuarial from CalPERS for the safety employees. In addition, he will negotiate with the City of Solana Beach for compensation to continue the Battalion Chief duty coverage. He anticipates that the District will not provide full management services until mid 2008.
- *District Activities*
 - Heritage Grant – the District was the recipient of \$5,000 that was spent to purchase radio vests.
 - Rancho Santa Fe Association is hosting a “candlelight dinner” for all Fire District, Dispatch, and Patrol employees on Thursday, December 20.
 - A presentation on Monday January 14, 2008 will be made, during the Rotary meeting, to Kerman Berriker, General Manager for *The Inn at Rancho Santa Fe* to recognize him for his support to the Fire District.
 - Save the Date – Sunday, January 27, 2008, a community event is planned to recognize all emergency personnel and staff for their work during the “Witch Creek” fire.

b. Operations – Deputy Chief Michel

He reported on the following topics:

- The District received a SAFE grant in the amount of \$17,000 to purchase the hydraulic rescue tool
- This winter the area can expect 60 – 65% of the normal rainfall. The information was received at the winter weather workshop that he attended.
- Overall call volume has increased by 15%

c. Training – Battalion Chief Davidson

He reported on the following topics:

- Zone-wide extrication drill
- Fresno Training Symposium
- Participated in a pre-assembled strike team over the Thanksgiving holiday because of the anticipated wind event.

d. Fire Prevention – Fire Marshal Hunter

He reported on the following topics:

- Rebuilding plan review has started
- Distributed a draft letter to send to homeowners regarding abating dead or significantly damaged trees from the fires.
- Seeking approval from the County of San Diego to participate in a roofing grant program to replace wood shake shingle roofs.
- Rene Hill, Fire Prevention Specialist will return to work on January 14 from maternity leave

e. Administration – Administrative Manager Rannals

She reported on the following topics:

- Workers Compensation Claim – the District recently settled a litigated claim with a former employee of the District
- FY08 tax revenue distribution is approximately 2% below the estimated revenue planned

f. Board of Directors

- North County Dispatch JPA – Update – Director Ashcraft: no report
- County Service Area 17 – Update – Director Hickerson: no report
- Comments
 1. Malin – reported on his research of how monies were invested in LAIF and CalPERS. His concern is satisfied, as LAIF in particular did not invest in subprime mortgages.
 2. Ashcraft – encouraged staff to meet with environmental representatives to discuss replanting and mitigate the “highways of fire.” He also discussed the need to establish an “command and control” center as a result of his observations from the “Witch Creek” fire

Minutes
Rancho Santa Fe Fire Protection District Board of Directors
December 12, 2007
Page 6 of 6

12. Adjournment

Meeting adjourned at 5:03 pm.

Karlena Rannals
Secretary

James H Ashcraft
President