



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
MINUTES – March 16, 2017**

These minutes reflect the order in which items appeared on the meeting agenda and do not necessarily reflect the order in which items were actually considered.

President Ashcraft called to order the special meeting of the Rancho Santa Fe Fire Protection District Board of Directors at 10:00 am.

Pledge of Allegiance

Director Stine led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hillgren, Malin, Stine, Tanner - *Director Hillgren participated via teleconference*

Directors Absent: Stine

Staff Present: Tony Michel, Fire Chief; Mike Lowery, Interim Fire Marshal; Marlene Donner, Fire Marshal; and Karlana Rannals, Board Clerk.

2. Public Comment

No one requested to speak to the Board.

3. New Business

a. Request for Statement of Qualifications (RFSQ)

Chief Michel reported that as a part of the reorganization with Elfin Forest/Harmony Grove, there is a need to construct a fire station to replace the temporary facility at RSF5. The District's legal counsel reviewed the RFP originally prepared by the County of San Diego. After his review, he reported that it was not satisfactory. As a result, in the change in laws, Fire Districts are now able to use the design/build process in the Public Contract Code. He summarized the process and noted that this option will afford the District not only cost savings, but also in significant amount of time. He also reported that staff retained the services of a qualified consultant to develop the document to qualify candidates to bid on the project. The document was reviewed and approved by the District's legal counsel. Staff responded to questions.

MOTION BY DIRECTOR MALIN BY DIRECTOR TANNER, and to authorize the distribution of a Request for Statement of Qualifications (RFSQ) for design/build project for construction of a fire station at Harmony Grove. The motion was approved unanimously on the following roll call vote:

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

4. Adjournment

Meeting adjourned at 10:25 am.

[Signatures next page]

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Karlana Rannals
Secretary

James H Ashcraft
President