



**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**Regular Board of Directors Meeting**  
**Minutes – March 11, 2015**

*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 regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:00 pm.

*Pledge of Allegiance*

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

1. Roll Call

Directors Present: Ashcraft, Malin, Stine, Tanner

Directors Absent: Hillgren

Staff Present: Tony Michel, Fire Chief; Mike Gibbs, Deputy Chief; Fred Cox, Battalion Chief; Bret Davidson, Battalion Chief; and Renee Hill, Fire Marshal

2. Public Comment

No one requested to speak to the Board of Directors

3. Motion waiving reading in full of all Resolutions/Ordinances

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, CARRIED 4 AYES; 0 NOES; 1 ABSENT to waive reading in full of all resolutions/ordinances.

4. Consent Calendar

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, CARRIED 4 AYES; 0 NOES; 1 ABSENT to approve the Consent Calendar as submitted.

a. Board of Directors Minutes

i) Board of Directors minutes of February 11, 2015

b. Receive and File

i) Monthly/Quarterly Reports

1) List of Demands Check 25912 thru 25993 for the period February 1 – February 28, 2015 totaling:

\$ 391,583.33

Payroll for the period January 1 – January 31, 2015

\$ 445,725.50

TOTAL DISTRIBUTION

\$ 848,580.53

2) Activity Reports – February 2015

- Operations
- Training
- Fire Prevention

3) Correspondence - letters/cards were received from the following members of the public

- None

5. Old Business

a. LAFCO Application – Update

Chief Michel gave the update, reporting that the district has two dates to begin negotiations for a property tax exchange with Department of Planning Services (DPS). They are April 1 and April 2. A DPS planner was assigned to negotiate with District representatives. He also requested that Herman Reddick seek an extension to the April 14 date to complete negotiations, since the County has been the reason for the delay to begin discussions. He agreed to try to seek a 30-day extension.

He also spoke with the County representation to CSA-17 on their parallel application to LAFCO to annex Harmony Grove area into CSA-17. They are having trouble with the application.

Construction in Harmony Grove Village has started with six units under construction, with 16 units completed by May 16. There is a lot of activity occurring in this new development.

6. New Business

a. None

7. Public Hearing

President Ashcraft opened the public hearing. The Fire Chief informed the members that no one had submitted any correspondence in favor or protest to the ordinance. There were no requests to speak. President Ashcraft closed the public hearing.

8. Resolution/Ordinance

a. *Ordinance 2014-01A*

Chief Michel informed the board that there have been no changes to the ordinance since the second reading. She also reported that legal counsel has reviewed the proposed ordinance.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and APPROVED Ordinance No. 2014-01A *entitled* an Ordinance of the Rancho Santa Fe Fire Protection District Which Adopts the California Fire Code, 2013 Edition and 2012 International Fire Code with Certain Amendments, Additions and Deletions on a roll call vote:

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

President Ashcraft requested that the board clerk publish a *Notice of Ordinance Adoption* pursuant to all applicable codes.

9. Oral Report

a. Fire Chief – Michel

i) Strategic Plan: he reported that the meetings have started in the strategic plan process, beginning with the Captains meeting and shift meetings will follow. The surveys being sent are internal (all employees), an external stakeholder survey, and something different, a spousal survey. Postcards were sent promoting our external stakeholder survey that includes the link to our website. If respondents do not have access to a computer or internet, individuals can call the administrative office and we will complete the survey over the phone or they come by the station.

i) District Activities:

- He discussed the numerous promotions that have occurred resulting from retirements and promotions. He will send a list of promotions to all board members.

b. Operations – Deputy Chief

Chief Gibbs summarized the previous month activity. He distributed the seasonal outlook monthly report, noting a dryer pattern of weather and that fuel moistures have declined. There was no significant activity to report.

c. Training – Battalion Chief

Chief Michel informed the Board that Chief Davidson will be moving from the District's Training Officer to a shift Battalion Chief. He expressed his appreciation for the great work that Chief Davidson has done over the many years serving as the training officer.

Chief Davidson summarized the training activity for February. It included:

- i) Placed new monitors in service, trained all paramedics on its use.
- ii) Ladder testing
- iii) Burn box
- iv) Chainsaw class

d. Fire Prevention – Fire Marshal

Fire Marshal Hill summarized the activity for the previous month that included 30,000 square feet of new construction. As a follow to the report given by Chief Davidson, a report will be prepared for the number of trees that were removed from the Arroyo property, and they will include photos of before and after. She also gave an update on the notices sent for dead and/or dying eucalyptus trees along with the rate of compliance. District personnel also participated in: 1) Six pizza parties for the coloring contest; 2) Love your Heart day; and 3) Hands Only CPR.

e. Administrative Manager

i) She was not in attendance; however, Chief Michel complimented her on the report given to not only the Rancho Santa Fe Fire Protection District Board of Directors, but also the North County Dispatch Joint Powers Authority on the CalPERS unfunded liability.

f. Board of Directors

i) North County Dispatch JPA – Update: Ashcraft – he summarized the meeting held February 26, 2015. The agreement amending the JPA agreement is still pending as the City of Oceanside council has yet to take action, although it is scheduled for March 12.

ii) County Service Area – 17 – Update: Hillgren – no report

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iii) Comments

- Malin – spoke of an article on physical fitness
- Stine – spoke on the Dateline story of the survivors of the Cedar Fire

*15-minute recess*

10. Closed Session

a. Potential Litigation (1) Case – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: *one potential (1) case*

Pursuant to section 54956.9, the board met in closed session from 2:00 – 2:58 pm to discuss the following:

a. Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: *one (1) case*

*All board and staff members Chief Michel, Deputy Chief Gibbs, Deputy Chief Cox, and Fire Marshal Hill attended the closed session. Legal counsel for the district, Stephen J. Fitch, participated via conference call.*

Upon reconvening to open session, President Ashcraft reported that the Board of Directors discussed the matter listed and provided direction to staff and legal counsel.

11. Adjournment

Meeting adjourned at 3:00 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President