

Rancho Santa Fe Fire Protection District Regular Board of Directors Meeting Minutes May 17, 2023



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

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:06 pm.

Pledge of Allegiance

Retired Fire Chief Frank Twohy led the assembly in the Pledge of Allegiance.

Roll Call

Directors Present: Ashcraft, Hillgren, Malin, Tanner

Directors Absent: Stine

Staff Present: Fire Chief Dave McQuead; Deputy Chief Brian Slattery; Deputy Fire Marshal Conor Lenehan; Battalion Chief Mickelson; Training Officer Luke Bennett; and Manager, Finance & Administration/Board Clerk Alicea Caccavo

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

1. Presentations

- a. Rancho Santa Fe Fire District Foundation (RSFFDF) check presentations for grants accepted at the April 19th regularly scheduled meeting:
 - i. VHF Radios
 - ii. ATV

Retired Fire Chief Twohy and Jack presented staff with a check from the foundation for the Radios and ATV purchases. Directors commented on the importance of the relationship between the District and the Foundation.

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

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

3. Consent Calendar

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to accept the consent calendar as presented.

a. Board of Directors Minutes

- Board of Directors minutes of April 19, 2023

b. Receive and File

- Monthly/Quarterly Reports for April 2023

(1) List of Demands Check 36207 thru 36327, Electronic File Transfers (EFT), and Wire Transfer(s) totaling:	\$ 424,663.77
Wire Transfer(s) totaling:	\$ 88,646.38
Payroll(s) totaling:	\$ <u>657,282.53</u>
TOTAL DISTRIBUTION	\$ 1,170,592.68

(2) Grant Recap

(3) Activity Reports – April 2023

(a) Operations

(b) Training

(c) Fire Prevention

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes May 17, 2023



4. **Public Comment**

Scott Sutherland and JP Theberge of the Elfin Forest Town Council donated \$10,000 to the Rancho Santa Fe Fire District Foundation for the District.

5. **New Business**

a. Preliminary Budget FY 23/24

To discuss the preliminary budget. Handout

Manager Caccavo reported that the preliminary budget is still currently under review and will be presented at the next regularly scheduled board meeting on June 21st.

b. Article XIII B California Constitution Appropriation Limit

To discuss and/or approve the change in population for the Rancho Santa Fe Fire Protection District appropriations limit. Staff Report 23-11, Price Factor and Population Letter for 2023

Manager Caccavo reported that this is an annual calculation used to ensure the District does not exceed the appropriations limit set by State and Local governments based on population and changes in cost of living. She recommended that the Board of Directors select the formula for option one (1) to calculate the District's new appropriation limit for the 2023/2024 fiscal year.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR MALIN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to accept staff's recommendation for calculation of the District's appropriations limit.

6. **Resolutions/Ordinance**

a. Resolution No. 2023-03

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Determining the 2023/2024 Appropriations of Tax Proceeds for the Gann Limit.

Manager Caccavo reported that this is an annual item, the resolution that demonstrates the District continues to be under the Gann Limit.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and ADOPTED the Resolution entitled "Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Determining the 2023/2024 Appropriations of Tax Proceeds" on the following roll call vote:

AYES: Ashcraft, Hillgren, Malin, Tanner

NOES: None

ABSENT: Stine

ABSTAIN: None

b. Resolution No. 2023-04

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Setting Benefit Charges for Fiscal Year 2023/2024.

Manager Caccavo informed the Board that this resolution required by the County of San Diego must be renewed annually. If adopted, the special tax will continue at \$10.00 per benefit unit for FY23/24.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, to ADOPT the Resolution entitled "Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection Setting Benefit Charges for fiscal year 23-24" on the following roll call vote:

AYES: Ashcraft, Hillgren, Malin, Tanner

NOES: None

ABSENT: Stine

ABSTAIN: None

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes May 17, 2023



c. Resolution No. 2023-05

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Levies for Special Taxes to be collected on the Tax Roll for Fiscal Year 2023/2024.

Manager Caccavo informed the Board that this resolution required by the County of San Diego must be renewed annually to continue the collection of the voter approved special assessment in the tax rate areas within the Elfin Forest/Harmony Grove reorganization. This assessment has a built-in cost of living increase that is 7.71% for FY23/24. If adopted, the special assessment will be \$191.11 per benefit unit for FY23/24.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, to ADOPT the Resolution entitled “Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection Adopting Levies for Special Taxes to be collected on the Tax Roll for Fiscal Year 2023/2024” on the following roll call vote:

AYES: Ashcraft, Hillgren, Malin, Tanner

NOES: None

ABSENT: Stine

ABSTAIN: None

d. Resolution No. 2023-06

To adopt a Resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District and Designation of Applicant’s Agent Resolution for Non-State Agencies.

Manager Caccavo informed the Board that the District’s Board of Directors must identify individuals who can sign on behalf of the Fire District to obtain financial assistance from the State Office of Emergency Services for matters such as state disaster assistance.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, to ADOPT the Resolution entitled “A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District and Designation of Applicant’s Agent Resolution for Non-State Agencies.” on the following roll call vote:

AYES: Ashcraft, Hillgren, Malin, Tanner

NOES: None

ABSENT: Stine

ABSTAIN: None

7. Oral Report

- a. Fire Chief: Chief McQuead reported that an Open House was held on May 13th at Station 6. The Fire Mitigation Fee increase went before the County of the Board of Supervisors and will be effective 7/1/2023. Joan Jones of the San Diego Regional Fire Foundation (SDRFF) notified the District that County Supervisor Terra Lawson-Remer has approved \$7,300 towards brush jackets. Ms. Lawson-Remer has also approved \$20,000, which in addition to the SDRFF donation of \$5,000, will go towards the purchase of auto extrication tools. Captain McVey received \$1000 as a thank you for a medical aid and was hoping to use for a new barbeque for Station 3. Rotary club was happy with the appreciation dinner and are planning on doing it again next year.
- b. Operations: Chief Slattery reported that Chief Sherwood will be retiring on July 12th. Interviewing for B/C, Captain, and Engineer positions. AMR has new contract effective April 1st and has new white ambulances. Media event called High Low Warning in reference to evacuations installed in police vehicles that gives off a siren to let residents know it’s time to evacuate. In addition, the District will be utilizing software called Zone Haven to map zones for evacuation, reducing time frames from 1 hour to 10 minutes to get the word out. County wildland drill was held on the 20-year anniversary of the Cedar Fire. Chief Slattery summarized his report and described recent incidents. Next week is EMS recognition and appreciation week.
- c. Training: Chief Bennett reported on the current academy’s running. The District hosted the fire academy at Palomar. Crews are currently participating in battery hazard classes. Chief Bennet presented pictures

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes May 17, 2023



of the testing. Attended CalJAC conference. The District hosted State Fire Marshal 1B, and the crews participated in a cadaver lab at Scripps.

- d. **Fire Prevention:** Deputy Fire Marshal Lenehan reviewed the report. He reported that 89 plan reviews were completed; weed abatement notices are being sent out by the District. Received 2 applications for the weed abatement contractor to be used by the District. Deputy Fire Marshal Lenehan answered questions from the Board.
- e. **Human Resources, Finance & Board Clerk:** The CalPERS Educational Forum is being held in Los Angeles on 10/2 through 10/14/2023. The finance committee meeting is planned for 6/13 at 0900 hours. On 5/22 have a kickoff call with Caselle for the new governmental accounting program.
- f. **Board of Directors**
 - I. North County Dispatch JPA – next meeting 5/24/2023
 - II. County Service Area – 17 – Chief Slattery reported that they have a new interactive tool that indicates that the trends are going down on funding. Chief Twohy reported that revenues are good even though the contract price went up. He summarized the meeting and answered questions from the board. The next meeting is August 1st.
 - III. Rancho Santa Fe Fire District Foundation – Chief Twohy conveyed his appreciation for the donation from the town council.
 - IV. Director Comments:
 - (1) Ashcraft – none
 - (2) Malin – none
 - (3) Tanner – received the fourth implant; there are lots of weeds in the neighborhood, hoping that the weed abatement letters are being received.
 - (4) Hillgren – discussions on artificial intelligence and its potential impact on Health and Safety.

2:43pm Adjourned to Closed Session

7. **Closed Session**

- a. **California Government Code §54957 – Public Employee Performance Evaluation**
Title: Fire Chief

3:53pm Reconvened to Open Session

Upon reconvening to open session, President Ashcraft announced that the Board had given direction; no action taken.

5. **Adjournment**

Meeting adjourned at 3:55pm

Alicea Caccavo
Board Clerk

James H. Ashcraft
Board President