



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – September 9, 2009**

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

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

1. Roll Call

Directors Present: Ashcraft, Hickerson, Hillgren, Malin

Directors Absent: Tanner

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

2. Public Comment

No one requested to speak to the Board.

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

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

4. Consent Calendar

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the Consent Calendar with the removal of 4.b(1) – List of Demands, and 4.b(2) – Revised Statement of Cash Assets – June 30, 2009

a. Board of Directors Minutes

i) MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the Board of Directors minutes of August 19, 2009

b. *Receive and File*

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to receive and file:

i) Monthly/Quarterly Reports

(3) Activity Reports – July 2009

- Fire Prevention
- Operations
- Training

(4) District Articles – July 2009

(5) Correspondence

- San Miguel Consolidated Fire Protection District
- Julia
- Gay Hugo-Martinez

b. Receive and File

i) Monthly/Quarterly Report

(1) List of Demands

Check 18189 thru 18284 for the period August 1 – 31, 2009 totaling:	\$1,574,357.78
Payroll for the period August 1 – 31, 2009	<u>\$ 457,362.09</u>
TOTAL DISTRIBUTION	\$2,031,719.87

The board members questioned a check written to *RSF Association*. Staff explained the obligation was the District's portion of the parking structure proposal between RSF Association and RSF School District.

(2) REVISED Statement of Cash Assets – June 30, 2009

Director Malin requested that the Board consider establishing a reserve for future CalPERS expenses. Karlana Rannals reviewed the employer rate history with the board members. Staff responded to questions from the Board. At the conclusion of the discussion, the Board agreed to continue their discussion with the adoption of the FY10 budget.

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to receive and file the monthly reports.

5. Old Business

a. None

6. Public Hearing

a. Final Budget Fiscal Year 2009/2010

President Ashcraft opened and closed the public hearing. Karlana Rannals informed the Board that she had not received any written correspondence regarding the final budget.

7. New Business

a. Final Budget FY 2009/2010

Chief Pavone reviewed and summarized the differences between the preliminary budget presented in June and the final budget presented at this meeting. Staff responded to questions from the board.

The Board continued their discussion on the merits of reserving funds for future CalPERS expenditures. At the conclusion of the discussion, all members agreed to establish and fund a reserve for future expenditures.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve Fiscal Year 2009/2010 Budget as presented.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to reallocate the June 30, 2009 undesignated fund balance of \$1,300,272 to the following reserve funds:

1. Establish a new CalPERS reserve fund and allocate \$500,000 for future expenditures;
2. Reallocate remainder of fund balance (\$800,272) to the Capital Replacement reserve fund.

8. Resolution/Ordinance

a. Resolution No. 2009-05

Chief Pavone reviewed the purpose of the resolution and stated that the County requires that the District renew each year as a participant in the Fire Mitigation Fee Fund program. This resolution identifies future capital expenditures planned over the next five years.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and APPROVED Resolution No. 2009-05 *entitled* a resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District adopting the Fire Mitigation Fee Fund Multi-Year plan on a roll call vote:

AYES: Ashcraft, Hickerson, Hillgren, Malin

NOES: None

ABSTAIN: Tanner

ABSENT: None

9. Oral Reports

a. Fire Chief – Pavone

He reported on the following topics:

- Fairbanks Ranch Replacement Fire Station – Update
 - Permits - The project continues to move forward. The Planning Commission is scheduled to hear the project on September 23rd. Final approval is expected from the Board of Supervisors in October. Both items are anticipated that they will be approved on the consent calendar.
 - Interim Fire Station - the permit process is progressing.
 - Station Demolition - he anticipates that demolition will occur in the December/January period.
 - New Construction – he has been working with the architect about a “design/build” approach. Unfortunately, state law does not allow the Fire District to use this format. The architect has completed approximately 95% of the station documents.
- Management Services Contract – he anticipates the management services contract will be presented to the Board of Directors for approval at the October 14 regular meeting. Once approved, the expected “go live” date is October 15. All participating entities have agreed to participate in a press conference, tentatively scheduled for October 15. There have also been numerous task groups formed to resolve any operational or contractual issues prior to implementation.
- USAR Trailer – (CALEMA [OES]) has offered an USAR Trailer to the District. This trailer offers specialized equipment and can be used for confined space and trench rescues. The trailer requires a tow vehicle and must have six qualified individuals. The District may be interested if through the cooperative efforts of other local agencies it can be staffed. He will update the Board as he obtains more information.
- District Activities
 - Pancake Breakfast: Scheduled for October 11, 2009.

b. *Operations – Deputy Chief Michel*

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

September 9, 2009

Page 4 of 5

He reported on the following topics:

- Significant calls include:
 - OES Engine responded to the Station Fire on a strike team response, in addition to two additional District units.
 - Fuel moistures remain at a critical level

c. Training – Battalion Chief Davidson

Chief Davidson summarized the monthly training activity, which included:

- RSF Personnel participated in:
 - Pipeline training hosted by Kinder Morgan
 - Snake training
- Currently recruiting and testing for two (anticipated) Firefighter/Paramedic positions.

d. Fire Prevention – Fire Marshal Hunter

- Reviewed new construction statistics
- Distributed statistics for the removal of the dead eucalyptus trees.
- Distributed the comments in response to the initial study for a negative declaration for the Rowe School playground expansion project.
- He was interviewed by the Australian Broadcasting Network.

e. Administration – Administrative Manager Rannals

- She reviewed the potential impact of CalPERS employer rates for future fiscal years, based upon information received from CalPERS.
- Reminder of the CalPERS Conference scheduled for October 26-28, 2009.

f. Board of Directors

- North County Dispatch JPA – Update – Director Ashcraft: next meeting October 1, 2009
- County Service Area 17 – Update – Director Hickerson: no report
- Comments:
 - Hillgren– spoke about a recent Union-Tribune editorial regarding pensions and the increasing pension benefits.

The meeting recessed for ten-minutes.

10. Closed Session

Pursuant to the following Government Code Section, the Board of Directors convened in Closed Session from 3:40 – 4:30 pm for discussions on the following:

- a. Conference with negotiators for the following real property, pursuant to Government Code Section 54956.8

18029 Calle Ambiente, Rancho Santa Fe

Negotiating Parties: James Ashcraft, Director; John Tanner, Director; Nick Pavone, Fire Chief

Under Negotiation: Both Price and Terms of Payment

NOTE: All members of the Board and staff listed attended the Closed Session.

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

September 9, 2009

Page 5 of 5

- b. With respect to every item of business to be discussed, pursuant to Government Code Section 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiators: Jim Ashcraft, Randy Malin, Assigned Staff

Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349

Under Negotiation: A successor Memorandum of Understanding

NOTE: All members of the Board listed and Chief Pavone, Deputy Chief Michel, and Karlena Rannals attended the Closed Session.

- c. With respect to every item of business to be discussed, pursuant to Government Code Section 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representative: Nicholas G Pavone, Fire Chief

Employee Organization: Unrepresented Employees

Position – Fire Chief (1); Deputy Chief (1); Battalion Chief (4); Fire Marshal (1); Administrative Manager (1)

NOTE: All members of the Board listed and Chief Pavone attended the Closed Session

President Ashcraft reported that an update was provided to the board members for agenda item 10.a and direction was provided to staff and negotiators regarding the pursuit of real property.

President Ashcraft also reported that the Board was provided an update from the negotiators for agenda item 10.b and 10.c. and direction was provided.

11. Adjournment

Meeting adjourned at 4:35 pm.

Karlana Rannals
Secretary

James H Ashcraft
President