



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – February 11, 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

Deputy Chief Cox 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; Brett Davidson, Battalion Chief Fred Cox, Battalion Chief; and Karlena Rannals, Board Clerk, and Stephen J. Fitch, Attorney

2. Public Comment

Catherine Fox, Mimoso, Rancho Santa Fe

Ms. Fox had several questions for the Board of Directors about the Fire District's need to pursue eminent domain proceedings for the property known as "Dacus." She asked the board to explain the Fire District parking and administrative needs. President Ashcraft explained the board's inability to discuss her questions, as the topic was not listed on the agenda. Chief Pavone offered to schedule a meeting and discuss her questions.

3. Consent Calendar

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Consent Calendar as submitted:

a. Board of Directors Minutes

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN,, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Board of Directors minutes of January 14, 2009;

b. Receive and File

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

i. Monthly/Quarterly Reports

(1) List of Demands

Check 18864 thru 18973 for the period January 1– 31, 2009 totaling	\$396,862.57
Payroll for the period January 1 – 31, 2009	<u>\$444,403.22</u>
TOTAL DISTRIBUTION	\$841,265.79

(2) Budget Review – July 1 – December 31, 2008

(3) Statement of Cash Assets – December 31, 2008

(4) Activity Reports – January 2009

- Fire Prevention
- Operations
- Training

(5) District Articles – January 2009

(6) Correspondence

- Jon Fagerstrom
- Helms

4. Old Business

a. *Fairbanks Ranch Replacement Fire Station*

Chief Pavone introduced Anthony Damon, Jeff Katz Architecture. Mr. Damon updated the Board on the design and construction schedule of the replacement fire station. He responded to questions from the Board. The Board of Directors was complimentary and supportive to the design presented. There was no action taken by the Board.

5. New Business

a. *LAFCO Nomination to the Special Districts Advisory Committee*

Chief Pavone summarized the staff report provided. He informed the Board that Mr. Ingalls has volunteered to resign as the alternate LAFCO board member and is seeking election to the recently vacated regular position. Mr. Ingalls has been supportive of fire service issues and Chief Pavone recommended that the Board of Directors consider nominating John Ingalls for the position of LAFCO Commission member and authorize the Board President to sign the nomination form.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to support staff's recommendation and nominate John Ingalls as a candidate for the LAFCO Commission and authorize the Board President to sign all appropriate nomination documents.

The Board also requested that a letter of appreciation be sent to Andy Mencheck for his service to the Commission.

b. *Disposal of Surplus Equipment*

Chief Michel summarized the staff report provided. He recommended that the Board of Directors donate the hydraulic tool to the County of San Diego for distribution to a County volunteer agency. He noted that the value is limited due to the age, weight, and necessary maintenance.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve staff's recommendation and donate the surplus equipment to the County of San Diego for distribution to a County volunteer agency.

c. *Meeting Schedule – June 10, 2009*

Chief Pavone informed the Board of a potential conflict for the regular Board of Directors meeting scheduled for June 10, 2009 and requested consideration that the meeting date and time be changed. After review of the calendar, it was agreed to reschedule the regular meeting to June 17, 2009 at 2:30 pm.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to move and calendar the June regular meeting for June 17, 2009 commencing at 2:30 pm.

d. Budget Authorization

Chief Pavone reported that the *The Inn at Rancho Santa Fe* has produced plans for a parking structure, which could be a viable option to meet the goals of all participating parties. He requested that the board authorize the District's participation in a cost analysis for a parking structure and fund the District's proportionate share. Staff responded to questions from the Board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve staff's recommendation and authorize to participate in a detailed cost analysis for a parking structure and authorize the expenditure of \$2,500.

6. Oral Reports

a. Fire Chief – Pavone

He reported on the following topics:

- Fairbanks Ranch Replacement Fire Station – Update: the approval process continues to progress. The significant event to report is the County approved the “remandment of relinquished rights” at a hearing last week.
- Office of Emergency Services (OES) Engine – the District took possession of the new OES engine that is housed at the Rancho Cielo station. The new engine is a certified USAR Type III engine and is on display for a tour at the end of the meeting.
- District Activities
 - The Appreciation Dinner is scheduled for May 8, 2009 at The Inn at Rancho Santa Fe.

b. Operations – Deputy Chief Michel

He reported on the following topics

- Significant calls include:
 - Sprinkler activation occurred and contained the fire. Damage was estimated at \$6,000
 - Traffic collisions
- Suppression personnel are testing a new piece of equipment (CPR device) which performs compressions on a patient. The estimated cost is \$12,000 - \$14,000 per unit. If the equipment has positive results, CSA-17 will pursue a grant for the device.
- Overall rainfall amounts are on target; however, much more rain is needed.

c. Training – Battalion Chief Davidson

Chief Davidson summarized the monthly training activity, which included:

- Personnel are testing the Lucas (CPR) Device
- Hot air balloon training, since there are numerous launches within the District
- Thermal Imaging camera training
- CERT Academy begins February 25

d. Fire Prevention – Fire Marshal Hunter

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- The previous month's statistics continue to demonstrate the slowdown in new construction
- He is currently accepting applications for a summer Urban Forester intern to continue the inspections for the Shelter in Place communities
- Working on a grant to educate homeowners on how to take care of residential fire sprinkler systems.
- Completing work with the Rancho Santa Fe/Fairbanks Ranch Associations to apply for a grant to develop a brochure.

e. Administration – Administrative Manager Rannals

- She reminded the board members to submit their Form 700, so all Conflict of Interest forms can be filed with the Clerk of the Board of Supervisors.

f. Board of Directors

- North County Dispatch JPA – Update – Director Ashcraft: the next meeting is scheduled for February 26, 2009
- County Service Area 17 – Update – Director Hickerson: reported that the ad hoc committee continues to meet. The committee is reviewing all parcels not paying the per parcel fee
- Comments:
 - None

The following was disclosed prior to convening to closed session:

- Director's Ashcraft, Hillgren, and Tanner are residents within the Covenant and members of the Rancho Santa Fe Association
- Negotiators for a successor memorandum of understanding reported that no meetings have occurred since the last board meeting, and therefore there was no need for a discussion in closed session.

7. Closed Session

Pursuant to the following Government Code Section, the Board of Directors convened in Closed Session from 1:53 – 3:37 pm for discussions on the following:

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

- APN 266-182-21
- APN 266-182-22

Negotiating Parties: James Ashcraft, Director; Nancy Hillgren, Director; Nick Pavone, Fire Chief, and legal counsel Stephen J. Fitch

Under Negotiation: Both Price and Terms of Payment

Upon reconvening to the open session, President Ashcraft reported the following:

- a.** Conference with Negotiators for Real Property: the District's negotiators and legal counsel were provided direction regarding the eminent domain proceedings.

All members of the Board and all staff present during roll call attended the entire Closed Session during the discussion of item A, noting Director Hickerson departed the meeting at 3:15 pm. Attorney Stephen J. Fitch also attended.

8. Adjournment

Meeting adjourned at 4:45 pm.

Karlana Rannals
Secretary

James H Ashcraft
President