



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES – December 09, 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*

Director John Tanner 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; Bret Davidson, Battalion Chief; Jim Sturtevant, Battalion Chief; and Connie Balignasay, Staff Assistant

**2. Public Comment**

No one requested to speak to the Board.

**3. Special Presentations**

a. Resolution of Commendation

Chief Pavone presented commendations to William L. Lutz, Captain, and Richard S. Foster, Firefighter recognizing their career accomplishments and their service to the Fire District. Both members retired from the Fire District on December 24, 2009.

b. Badge Presentations

Deputy Chief Michel introduced new personnel Kyle Carranza and Grant Smith, Firefighter/Paramedics who began their employment with the Fire District December 7, 2009.

c. Special Recognition

Battalion Chief Davidson recognized and thanked Engineer Ray Ligtenberg for his efforts in the design and fabrication of a customized vehicle fire-training prop. His willingness to lead this special project saved the District in excess of \$20,000.

**4. Motion waiving reading in full of all Resolutions/Ordinances**

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions/ordinances.

**5. Consent Calendar**

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

a. Board of Directors Minutes

i) MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Board of Directors minutes of November 18, 2009

b. *Receive and File*

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

i) Monthly/Quarterly Reports

(1) List of Demands

Check 19949 thru 20020 for the period November 1 – 30, 2009 totaling:	\$ 191,026.59
Payroll for the period November 1 – 30, 2009	\$ 582,224.31
TOTAL DISTRIBUTION	\$ 773,250.90

(2) Activity Reports – November 2009

- Fire Prevention
- Operations
- Training

(5) District Articles – November 2009

(6) Correspondence

- None

6. Old Business

- a. None

7. New Business

- a. Contract: Side letter No. 3 between Rancho Santa Fe Fire Protection District and Rancho Santa Fe Miscellaneous Employees

Chief Pavone summarized the staff report provided. He reminded the board members that they approved an improved life insurance benefit at the November 2009 meeting. This side letter documents the approved increase for the Miscellaneous Employees bargaining unit.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the side letter which allows the improvement of life insurance from \$10,000 → \$25,000 beginning December 1, 2009.

8. Resolution/Ordinance

- a. Resolution No. 2009-09

Chief Pavone informed the Board that this resolution formalizes the proclamation presented to retiring Captain William L. Lutz.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and APPROVED Resolution No. 2009-09 – entitled *A Resolution of Commendation from the Rancho Santa Fe Fire Protection District Board of Directors for William L. Lutz* on a roll call vote:

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

December 9, 2009

Page 3 of 5

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

b. Resolution No. 2009-09

Chief Pavone informed the Board that this resolution formalizes the proclamation presented to retiring Captain Richard S. Foster.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and APPROVED Resolution No. 2009-10 – entitled *A Resolution of Commendation from the Rancho Santa Fe Fire Protection District Board of Directors for Richard S. Foster* on a roll call vote:

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

9. Oral Reports

a. Fire Chief – Pavone

He reported on the following topics:

- Fairbanks Ranch Replacement Fire Station – Update
  - Captain Chris Galindo has been assigned to the Administrative Captain position and has “jumped in” on this project to keep the process moving forward.
  - Building Permit – the last issue (traffic signal) has been resolved with the County. A plan was developed that met the needs of both the County and Fire District. The comments from the County are due this week on the first submittal of plans. He anticipates a letter of conditional approval in early January.
  - Station Demolition – the notice inviting bids for station demolition will be advertised by December 15. The bid period will be open for 30 days. Once the successful bidder is selected, he anticipates the demolition work to begin within two weeks. The District is seeking bids to remove the trees so that the grading work will not be delayed.
  - Interim Fire Station – anticipate a move in date of December 15
  - New Construction – no additional information.
- Management Services Contract – The leadership task force continues to meet, and issues that have been identified are being resolved. All agencies continue to be positive in this effort.
- District Activities
  - Holiday Party: scheduled for December 18 at *The Inn at Rancho Santa Fe*

b. *Operations – Deputy Chief Michel*

He reported on the following topics:

- Significant calls include:
  - Traffic collision on Del Dios Highway, which ended up as a car jacking

- Distributed response time statistics from December 2008 – December 2009 noting that structure fires are down

*c. Training – Battalion Chief Davidson*

Chief Davidson summarized the monthly training activity, which included:

- RSF Personnel participated in:
  - Search and rescue drills
  - Zone high rise drill at Escondido
  - Field care audits
- Four district personnel attended the Fresno Training Symposium
- CERT class graduated November 21, 2009
- Mary Murphy, SDSME EMS Coordinator has been providing the H1N1 flu shots to District personnel and their families

*d. Fire Prevention – Fire Marshal Hunter*

- Construction statistics increased this past month. He recently reviewed 18 production units in the 4S Ranch area
- Distributed the statistics regarding the “dead trees.” To date, he has seven (7) properties that he continues to work with to remove dead trees from their property

*e. Administration – Administrative Manager Rannals*

- CalPERS Employer Rates – History: Chief Pavone informed the Board that since Ms. Rannals was not in attendance; her report will be deferred until next month. The Board discussed options of letting the legislature know how dissatisfied they are with the investment methods and management of the CalPERS system

*f. Board of Directors*

- North County Dispatch JPA – Update – Director Ashcraft: meeting held December 3, 2009.
- County Service Area 17 – Update – Director Hickerson: next meeting February 2010
- Comments:
  - None

*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 2:15 – 3:08 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*

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.

Minutes  
Rancho Santa Fe Fire Protection District Board of Directors  
December 9, 2009  
Page 5 of 5

11. Adjournment

Meeting adjourned at 3:10 pm.

---

Karlana Rannals  
Secretary

---

James H Ashcraft  
President