



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – July 8, 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 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 Karlana Rannals, Board Clerk

President Ashcraft reported on a request to amend the agenda to add for discussion and/or action:

NEW AGENDA ITEM: Closed Session 7(c)

With respect to every item of business to be discussed in closed session pursuant to Section 54956.8

Conference with negotiators for the following real property: 18029 Calle Ambiente, Rancho Santa Fe

Negotiating Parties: James Ashcraft, Director; Nancy C. Hillgren, Director; Nick Pavone, Fire Chief

Under Negotiation: Both Price and Terms of Payment

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to add 7 (c) to the agenda.

2. Public Comment

No one requested to speak to the Board.

3. Consent Calendar

MOTION BY DIRECTOR MALIN, 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 MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Board of Directors minutes of June 17, 2009

b. *Receive and File*

MOTION BY DIRECTOR MALIN, 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 19424 thru 19887 for the period June 1 – 30, 2009 totaling: \$ 558,856.13

Payroll for the period May 1 – 31, 2009 \$ 557,146.36

TOTAL DISTRIBUTION \$1,116,002.49

(2) Activity Reports – June 2009

1. Fire Prevention
2. Operations
3. Training

(3) District Articles – June 2009

(4) Correspondence - Thank you letters/cards were received from the following members of the public:

- Cogswell Polytechnical College
- Lisa Ajaian

4. Old Business

- a. None

5. New Business

a. Second Amended and Restated Joint Exercise of Powers Agreement for *North County Dispatch Joint Powers Authority (NCDJPA)*

Chief Pavone summarized the staff report provided. The NCDJPA Board of Directors requested that since new members have joined the JPA, they requested that staff review the current agreement. They were interested in all recommendations to restructure the agreement, specifically Section 8, Withdrawal/Termination. Chief Pavone reported there were three primary revisions to the document: 1) Section 5.G.4 – Voting requirement; 2) Section 6.B. requiring that board and finance policies be developed; and 3) Section 8 – Withdrawal. He reported that the Fire District's legal counsel has reviewed and approved the document as presented.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Second Amended and Restated Joint Exercise of Powers Agreement for North County Dispatch JPA and authorize the President to execute the amendment.

b. Request to Lease Space by North County Dispatch Joint Powers Authority

Chief Pavone discussed with the Board the need for immediate and future space requirements for the Fire District. He included a letter with the agenda material that was received from North County Dispatch JPA. This letter identified the JPA's interest in leasing any unused space at the current administrative offices or Headquarters Fire Station. Chief Pavone provided the Board information on the current lease rates paid by tenants and discussed the benefits to the District in retaining NCDJPA at the current location. The board concluded in their discussions that they are unable to commit any space and/or determine a lease rate at this time.

c. Management Services Contract with Encinitas, Solana Beach, and Del Mar

Chief Pavone summarized the staff report provided. He reported that he has had numerous meetings with representatives from all interested agencies to explore the option of management services. With the

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addition of Encinitas in the discussions, Rancho Santa Fe would only provide Battalion Chief Services, and Encinitas would provide all other management services. This is a significant change from the previous management services contract originally discussed. If the shared management services contract is ultimately approved, he informed the Board that he would review and discuss with the Board other possible personnel changes to assume some of the responsibilities currently undertaken by the Battalion Chiefs.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the concept of the shared management services contract and authorize the Fire Chief to continue negotiations on a contract and operational plan.

6. Oral Reports

a. *Fire Chief – Pavone*

He reported on the following topics:

- Fairbanks Ranch Replacement Fire Station – Update: he met with the County of San Diego at the end of June to discuss the cost of fees and the Planning Commission schedule for our project. To date, the District has spent approximately \$60,000. He anticipates that the District will spend an additional \$10,000. The District's project is tentatively scheduled to for the Planning Commission meeting scheduled for August 4, 2009. The interim fire station process is also moving forward.
- District Activities
 - Pancake Breakfast: Tentatively scheduled for October 11, 2009.
 - Sponsor Appreciation Reception – July 16, 2009 at The Inn at Rancho Santa Fe.
 - FireWire – will be distributed week ending July 6th Director Hickerson agreed to be the next board member profiled.

b. *Operations – Deputy Chief Michel*

He reported on the following topics:

- Significant calls include:
 - None
- Fuel moistures remain slightly lower than the previous month; they are below 75% and approaching the critical level (60%)

c. *Training – Battalion Chief Davidson*

Chief Davidson summarized the monthly training activity, which included:

- RSF Personnel participated in:
 - Rescue Systems
 - Emergency Vehicle Operations Course (EVOC) training
 - Camp Pendleton Wildland Fire Training
 - Vehicle Fire Exercise conducted at the San Diego County Fair in Del Mar

d. *Fire Prevention – Fire Marshal Hunter*

- Reviewed new construction statistics
- Distributed statistics for the removal of the dead eucalyptus trees

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- e. Administration – Administrative Manager Rannals
 - Reminder that the regular August board meeting will be held August 19, 2009
- f. *Board of Directors*
 - North County Dispatch JPA – Update – Director Ashcraft: no report
 - County Service Area 17 – Update – Director Hickerson: no report
 - Comments:
 - none

The meeting recessed for ten-minutes.

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

7. Closed Session

Pursuant to the following Government Code Section, the Board of Directors convened in Closed Session from 2:41 – 3:55 pm for discussions on the following:

- a. Conference with negotiators for the following real property, pursuant to Government Code Section 54956.8
 - 1. APN 266-182-21
 - 2. APN 266-182-22Negotiating Parties: Jim Ashcraft, Director; Nancy Hillgren, Director; and Nick Pavone, Fire Chief
Under Negotiation: Both Price and Terms of Payment
- b. Conference with negotiators for the following real property, pursuant to Government Code Section 54956.8
 - 1. APN 266-281-05Negotiating Parties: Jim Ashcraft, Director; Nancy Hillgren, Director; and Nick Pavone, Fire Chief
Under Negotiation: Both Price and Terms of Payment
- c. Conference with negotiators for the following real property, pursuant to Government Code Section 54956.8
 - 1. 18029 Calle Ambiente, Rancho Santa FeNegotiating Parties: James Ashcraft, Director; Nancy C. Hillgren, Director; Nick Pavone, Fire Chief
Under Negotiation: Both Price and Terms of Payment

President Ashcraft reported that an update was provided to the board members and direction was provided to staff and negotiators regarding the eminent domain proceedings and the pursuit of real property for the Districts' parking needs.

President Ashcraft also reported that the negotiators for the real property located at 18029 Calle Ambiente will change to the following board members/staff: James Ashcraft, Director; John C. Tanner, Director; Nick Pavone, Fire Chief.

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

8. Adjournment

Meeting adjourned at 4:00 pm.

Karlana Rannals
Secretary

James H Ashcraft
President