



RANCHO SANTA FE FIRE PROTECTION DISTRICT
Regular Board of Directors Meeting
Minutes – May 13, 2015

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

President Ashcraft called to order the regular meeting of the Rancho Santa Fe Fire Protection District Board of Directors at 1:03 pm.

Pledge of Allegiance

Battalion Chief McQuead led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hillgren, Malin, Tanner

Directors Absent: Stine

Staff Present: Tony Michel, Fire Chief; Mike Gibbs, Deputy Chief; Fred Cox, Deputy Chief; Jim Sturtevant, Battalion Chief; Dave McQuead, Battalion Chief; Renee Hill, Fire Marshal, and Karlana Rannals, Board Clerk

2. Public Comment

No one requested to speak to the Board of Directors

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

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

4. Consent Calendar

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, CARRIED 4 AYES; 0 NOES; 1 ABSENT to approve the Consent Calendar as submitted.

a. Board of Directors Minutes

i) Board of Directors minutes of April 8, 2015

b. Receive and File

i) Monthly/Quarterly Reports

1) List of Demands Check 26066 thru 26185 for the period April 1 – April 30, 2015 totaling:
\$ 664,009.93

Payroll for the period April 1 – April 30, 2015
\$ 560,452.02

TOTAL DISTRIBUTION
\$1,224,461.95

2) Budget Review (*July 1, 2015 – March 31, 2015*)

3) Statement of Cash Assets (*March 31, 2015*)

4) Activity Reports – April 2015

- Operations
- Training
- Fire Prevention

- 5) Correspondence - letters/cards were received from the following members of the public
 - None

c. Contracts

- i) 2nd Lease Addendum – to ratify the lease addendum leasing antenna space at 16936 el Fuego, Rancho Santa Fe to Rancho Santa Fe Association @ \$175 per month, effective May 1, 2015

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and RATIFIED the 2nd lease addendum between Rancho Santa Fe Fire Protection District and Rancho Santa Fe Association on a roll call vote:

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

5. Demonstration

a. Hands Only CPR

EMS Coordinator Mary Murphy and Public Education Coordinator Julie Taber provided the Board an overview of the statistics and the success rate of the “Hands only CPR” training. They reviewed the upcoming events in their efforts to train as many individuals possible, and provided the board and staff a “hands on” demonstration on how to perform CPR.

6. Old Business

a. LAFCO Application – Update

Chief Michel gave the update, reporting that the District’s appointed ad hoc committee met with County Fire Authority to discuss a property tax exchange between the District and County. He believed that the proposal offered to the County by the District was favorable and the overall meeting was productive. A meeting is planned for May 14 between the County’s appointed negotiating representatives and the Deputy Chief Administrative Officer to seek approval of the tentative agreement attained for a property tax exchange. The ad hoc committee responded to questions from the board. At the conclusion of the discussion, Chief Michel requested that the Board of Directors support the direction of the negotiation team the property tax exchange to fund the reorganization with CSA-107. By unanimous consensus, the Board of Directors agreed to support the negotiated funding request for the property tax exchange required in the LAFCO process to reorganize with CSA-107.

Chief Michel also updated the board on the status of the LAFCO application for CSA-17. County EMS has not started the formal application process as they may seek the services of a consultant to help with the “terms and conditions” of the application.

7. New Business

a. Article XIII B California Constitution Appropriation Limit

Ms. Rannals summarized the staff report provided. She recommended that the Board of Directors select the following formula to calculate the District's new appropriation limit for the 2015/2016 fiscal year:

Change in California per capital personal income (3.82%) for the Cost of Living Factor, and
Change in population within the unincorporated area of San Diego County (1.45%).

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

b. GASB 68 – Pension Unfunded Accrued Liability

Ms. Rannals summarized the staff report provided. She gave an overview on the district's financial obligation for both the safety and non-safety pension plans. She showed how accelerated payments would reduce the interest paid to CalPERS ultimately saving the District money in interest payments. She also reviewed a cash flow analysis that allows additional cash available to make the accelerated payments to CalPERS. Staff recommended prepaying over a three-year period only the Pre-2013 Pool UAL (approx. \$5,739,887) for both the Miscellaneous and Safety plans at this time. In addition, staff believes that within a three-year period the District will realize an estimated \$1.2 million in interest savings. Staff responded to questions from the board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to authorize the following:

1. Before 6/15/2015 remit to CalPERS \$642,604 to reduce or eliminate the District's share of the Pre-2013 UAL for the 2.7% @ 55 Miscellaneous plan;
2. Before 6/15/2015 remit to CalPERS \$1,859,000 to reduce the District's share of the Pre-2013 UAL for the 3% @ 50 Safety plan;
3. Authorize the use of \$1,2 million in CalPERS reserve for such payments, in addition to other cash reserves; and
4. Authorize staff to remit the required employer contribution for the Safety and Non-safety plans for FY16 by paying the Annual Lump Sum Prepayment Option to gain additional interest savings.

Ten-minute recess

8. Ordinance/Resolution

a. Resolution No. 2015-04

Chief Michel 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 FY16.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and ADOPTED Resolution No. 2015-04 entitled a *Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing the Benefit Charges for fiscal year 2015/2016* on the following roll call vote:

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

May 13, 2015

Page 4 of 6

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

b. Resolution No. 2015-05

Ms. Rannals informed the Board that this resolution required by the State of California reflects the Board's action of selecting the formula to calculate the District's appropriations limit.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and ADOPTED Resolution No. 2015-05 entitled a *Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Determining the 2015/2016 Appropriations of Tax Proceeds* on the following roll call vote:

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

c. Resolution No. 2015-06

Chief Michel summarized the staff report provided. He informed the Board that this new resolution required by State of California Office of Emergency Services, is necessary for the District to seek full cost recovery from the time of dispatch until return to station by any of the first responders. Staff responded to questions from the board.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, and ADOPTED Resolution No. 2015-06 entitled a *Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Authorizing Overtime and Portal-to-Portal Pay for Employees* on the following roll call vote:

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

9. Oral Report

a. Fire Chief – Michel

- i) Strategic Plan: Jim Boylan, Consultant, JB Pathfinders distributed the results of the internal stakeholder's survey. He summarized the purpose of the questions and the likely meaning of the results. He noted that while there is work to do, approximately 2/3 of the workforce is "engaged" or "highly engaged," which is positive. He also distributed summary notes to the board members from the Board/Management retreat held April 30. He responded to questions from the board.
- ii) District Activities:
 - Disaster Drill May 20, 2015 – the District will participate in a Countywide drill by activating the Department Operations Center (DOC) for training purposes.

- Chief Michel attended the Santa Fe Irrigation District (SFID) special meeting held May 7. SFID customers are required to reduce water usage by 36%. He is concerned about the mandatory reduction of water used for landscape irrigation, and how the reduction may affect the District's requirements for defensible space.
- b. Operations – Deputy Chief
Chief Cox summarized the previous month activity. He reported that he did not have a report this month for fuel moisture. The boundary drop for San Diego City BC started May 1. He also reported on the significant activity:
 1. Vehicle Fire – Via De Santa Fe
- c. Training – Battalion Chief
Chief McQuead summarized the training activity for April. It included:
 1. Active shooter class
 2. County wildland drill
 3. RT130 Class
 4. Fire School Jun 1 – 5, 2015 at Camp Pendleton – cancelled
 5. Captain's exam – all five candidates passed the exam
 6. Conditional offers of employment have been extended to individuals for two firefighter/paramedic positions
- d. Fire Prevention – Fire Marshal
Fire Marshal Hill summarized the activity for the previous month that included 46,000 square feet of new construction. In addition, she reported that weed abatement inspections will start in May that will also include "notice of violations." District personnel also participated in: 1) Science Discovery at RSF School, and HOA meetings.
- e. Administrative Manager
 - i) She reported on the Employee Recognition Dinner held for May 9, 2015 at the home of Art & Catherine Nicholas. A letter of appreciation will be sent to the hosts
 - ii) Reminder, next meeting is June 24, 2015
- f. Board of Directors
 - i) North County Dispatch JPA – Update: Ashcraft – no report, the next meeting is May 28, 2015.
 - ii) County Service Area – 17 – Update: Hillgren – Chief Michel reported that Don Heiser was the newly elected member to the Advisory Board. John Tanner is no longer the "At Large" representative.
 - iii) Comments
 - None

10. Closed Session

- a. Potential Litigation (1) Case – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: *one potential (1) case*
Pursuant to section 54956.9, the board met in closed session from 2:30 – 2:53 pm to discuss the following:
 - a. Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: *one (1) case*
All board and staff members listed attended the closed session. Legal counsel for the district, Stephen J. Fitch, participated via conference call.

Upon reconvening to open session, President Ashcraft reported that the Board of Directors discussed the matter listed and provided direction to staff and legal counsel.

11. Adjournment

Meeting adjourned at 4:57 pm.

Karlana Rannals
Secretary

James H Ashcraft
President