



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA**

Rancho Santa Fe FPD
Board Room – 18027 Calle Ambiente
Rancho Santa Fe, California 92067

December 14, 2022
1:00 pm PT
Regular Meeting

Public Comment: to submit a comment in writing, please email caccavo@rsf-fire.org and write “Public Comment” in the subject line. In the body of the email include the item number and/or title of the item as well as your comments. If you would like the comment to be read out loud at the meeting (not to exceed five minutes), please write “Read Out Loud at Meeting” at the top of the email. All comments received by 11:00 am will be emailed to the Board of Directors and included as “Supplemental Information” on the District’s website prior to the meeting. Any comments received after 11:00 am will be added to the record and shared with the members of the Board at the meeting.

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk designee, Sandra Reyes, 858-756-5971 ext. 6090. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

Rules for Addressing Board of Directors: Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk. Any person may address the Board on any item of Board business or Board concern. The Board cannot act on any matter presented during Public Comment but can refer it to staff for review and possible discussion at a future meeting. As permitted by State Law, the Board may act on matters of an urgent nature, or which require immediate attention. The maximum time allotted for each presentation is FIVE (5) MINUTES.

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings at the Manager of Finance & Administration’s office located at 18027 Calle Ambiente, Suite 101, Rancho Santa Fe, CA during normal business hours. Packet documents are also posted online at www.rsf-fire.org.



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Call to Order

Pledge of Allegiance

Roll Call

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

All items listed on the Consent Calendar are considered routine and will be enacted by one motion without discussion unless Board Members, Staff, or the public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under Unfinished Business.

2. Consent Calendar

a. Board of Directors Minutes

- Board of Directors minutes of November 16, 2022

ACTION REQUESTED: **Approve**

b. Receive and File

- Monthly/Quarterly Reports

(1) List of Demands Check 35732 thru 35821, Electronic File Transfers (EFT), and Wire Transfer(s) for the period November 2022 totaling:	\$ 214,135.91
Wire Transfer(s) period November 2022	\$ 258,562.74
Payroll for the period November 2022	<u>\$ 667,757.13</u>
TOTAL DISTRIBUTION	\$1,140,455.78

(2) Activity Reports – November 2022

(a) Operations

(b) Training

(c) Fire Prevention

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

(i) None

ACTION REQUESTED: **Information**

3. Public Comment

4. Resolution/Ordinance

a. Resolution No. 2022-27

This item was tabled at the November 16, 2022, meeting to obtain additional information:

To discuss and/or adopt a Resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District to Oppose Initiative 21-0042A1 which Limits the Ability of Voters and State and Local Governments to Raise Revenues for Government Services – Initiative Constitutional Amendment.

ACTION REQUESTED: **Adopt**



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b. Resolution No. 2022-28

To discuss and/or adopt a Resolution *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Salaries and Benefits for Management Personnel. [Staff Report 22-22](#)

ACTION REQUESTED: **Adopt**

5. Old Business

6. New Business

a. Community Risk Reduction Specialist Position

To discuss and/or approve of the additional position of a Community Risk Reduction Specialist. [Staff Report 22-23, Job Flyer, Job Description \(Exhibit A\) and Benefits, and Proposed Organizational Chart](#)

ACTION REQUESTED: **Approve**

b. Independent Auditor's Report FY 2021/2022

The Finance ad hoc committee will report on the financial status of the Fire District for FY21/22 and present any findings resulting from the year-end audit to the Board of Directors.

ACTION REQUESTED: **Accept**

7. Oral Report

a. Fire Chief

b. Operations

c. Training

d. Fire Prevention

e. Finance, Human Resources & Administration

f. Board of Directors

- North County Dispatch JPA – Update
- County Service Area – 17 – Update
- Rancho Santa Fe Fire District Foundation - Update
- Director Comments

8. Closed Session

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54957
Employee Performance Evaluation
Title: Fire Chief

9. Adjournment

The next regular meeting Board of Directors meeting to be January 18, 2023, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.



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CERTIFICATION OF POSTING

I certify that on December 8, 2022, a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on December 8, 2022

A handwritten signature in blue ink, appearing to read "Alicea Caccavo", is written over a horizontal line.

Alicea Caccavo
Board Clerk