

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes November 20, 2024



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

Director Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:02pm.

Determination of a Quorum

Quorum confirmed.

Roll Call

Directors Present: Ashcraft, Malin, Stine, Tanner, Hillgren (Virtual)

Directors Absent: None

Staff Present: Fire Chief Dave McQuead; Deputy Chief Jim Mickelson; Fire Marshal Marlene Donner; Finance Manager Burgen Havens; Executive Assistant/Board Clerk Sarah Montagne; Training Chief Luke Bennett; Battalion Chief Greg O’Gorman

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

Pledge of Allegiance

Training Chief Luke Bennett led the assembly in the Pledge of Allegiance.

AB 2449 Approve Director’s Request

No request was made.

Approval of Agenda

Removal of agenda items 11b and 11c.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve agenda following removal of items 11b and 11c.

1. **Public Comment**

Members of the public commented regarding the Elfin Forest/Harmony Grove Village South project.

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

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

3. **Consent Calendar**

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the consent calendar.

4. **Correspondence**

No correspondence filed.

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes November 20, 2024



5. **New Business**

a. **Board of Directors Meeting Calendar**

To discuss and confirm the CY25 meeting schedule. Staff Report 24-30

ACTION: Update all dates to Third Wednesday and alter July date to July 9. Present updated staff report at the December Board of Directors meeting.

b. **Voluntary Funding Contribution – Questhaven Residential Project**

Removed from agenda.

c. **Voluntary Funding Contribution – Harmony Grove Village South (HGVS) Project**

Removed from agenda.

d. **Resolution No. 2024-16**

To discuss and/or adopt a Resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Acknowledging Receipt of a report made by the Fire Chief regarding required inspections of certain occupancies pursuant to sections 13146.2 and 13146.3 of the California Health and Safety Code. Staff Report 24-33.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER. MOTION CARRIED to adopt Resolution No. 2024-16.

AYE: DIRECTOR ASHCRAFT, DIRECTOR MALIN, DIRECTOR TANNER, DIRECTOR STINE, DIRECTOR HILLGREN

NAY: NONE

ABSENT: NONE

ABSTAIN: NONE

e. **Resolution No. 2024-17**

To discuss and/or adopt a Resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Government Code section 21156. Staff Report 24-34.

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR HILLGREN. MOTION CARRIED to adopt Resolution No. 2024-17.

AYE: DIRECTOR ASHCRAFT, DIRECTOR MALIN, DIRECTOR TANNER, DIRECTOR STINE, DIRECTOR HILLGREN

NAY: NONE

ABSENT: NONE

ABSTAIN: NONE

6. **Adjournment**

Meeting adjourned at 2:25pm

The next regular Board of Directors meeting is to be held on December 18, 2024, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

A handwritten signature in blue ink, appearing to read "Sarah Montagne".

Sarah Montagne
Executive Assistant/Board Clerk

A handwritten signature in blue ink, appearing to read "James H. Ashcraft".

James H. Ashcraft
President