

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes December 18, 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, Barnard, Hillgren, Stine, Tanner

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 Brian Salameh

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

Pledge of Allegiance

Director Barnard led the assembly in the Pledge of Allegiance.

AB 2449 Approve Director's Request

No request was made.

Approval of Agenda

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve agenda as presented.

1. **Public Comment**

Director Kevin Barnard recused himself from public comment at 1:03p due to his property line being within 500 feet of the Elfin Forest/Harmony Grove Village South project.

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

Director Kevin Barnard returned to the meeting following the conclusion of public comment at 1:15p.

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

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR TANNER, 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**

3 pieces of correspondence filed.

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5. Unfinished Business

a. Board of Directors Meeting Calendar

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR BARNARD, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to confirm the CY25 meeting schedule as presented.

6. New Business

a. Resolution No. 2024-18

To discuss and/or adopt a Resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting a Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE. MOTION CARRIED to adopt Resolution No. 2024-18.

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

NAY: NONE

ABSENT: NONE

ABSTAIN: NONE

b. Resolution No. 2024-19

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.

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR HILLGREN. MOTION CARRIED to adopt Resolution No. 2024-19.

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

NAY: NONE

ABSENT: NONE

ABSTAIN: NONE

c. 2025 CalPERS ADP

To discuss and/or authorize the FY25 CalPERS Additional Discretionary Payment (ADP) to reduce the districts unfunded accrued liability.

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR BARNARD. MOTION CARRIED to select the 10-year Fresh Start and send a \$900,000 additional payment.

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

NAY: NONE

ABSENT: NONE

ABSTAIN: NONE

Break at 2:13p

Adjourned to closed session at 2:18p

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7. **Closed session**

With respect to every item of business to be discussed in closed session pursuant to Section 54957

Employee Performance Evaluation

Title: Fire Chief

All board members, Fire Chief McQuead, and Executive Assistant/Board Clerk Sarah Montagne attended and participated in this discussion. Direction given.

Reconvened to Open Session at 2:40pm. No further discussion.

8. **Adjournment**

Meeting adjourned at 2:41pm

The next regular Board of Directors meeting is to be held on January 15, 2024, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.



Sarah Montagne

Executive Assistant/Board Clerk



James H. Ashcraft

President