

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes July 15, 2026



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 1:00pm.

Pledge of Allegiance

Battalion Chief Bennett led the assembly in the Pledge of Allegiance.

AB 2449 Approve Director's Request

No request was made.

Determination of a Quorum

A quorum was confirmed.

Roll Call

Directors Present: Ashcraft, Barnard, Hillgren, Tanner

Directors Absent: Stine

Staff Present: Fire Chief Dave McQuead; Deputy Chief Jim Mickeslon; Training Chief Paul Roman; Fire Marshal Marlene Donner; Finance Manager Burgen Havens; Board Clerk Sarah Montagne; Battalion Chief Luke Bennett; Battalion Chief Trever Krueger; Fire Captain Tanner Worley; Fire Engineer Ray Ligtenberg; Fire Engineer Brian Schmid; Firefighter/Paramedic Colton Campbell

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

1. Approval of Agenda

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR BARNARD, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve agenda as presented.

AYES: ASHCRAFT, BARNARD, HILLGREN, TANNER

NOES: NONE

ABSENT: STINE

ABSTAIN: NONE

2. Public Comment

No comments were made.

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

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to waive reading in full of all Resolutions/Ordinances.

AYES: ASHCRAFT, BARNARD, HILLGREN, TANNER

NOES: NONE

ABSENT: STINE

ABSTAIN: NONE

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4. **Consent Calendar**

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve consent calendar as presented.

AYES: ASHCRAFT, BARNARD, HILLGREN, TANNER

NOES: NONE

ABSENT: STINE

ABSTAIN: NONE

5. **Public Hearings**

a. **Fixed Charge Special Assessment for Weed Abatement**

No public comment.

6. **New Business**

a. **Standards of Coverage Presentation**

Presentation of the Community Risk Assessment and Standards of Coverage by Mike Kraus Leadership. No action required. Received and filed.

b. **Resolution 2026-06**

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR BARNARD, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to adopt Resolution 2026-06 entitled a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Amending the Fair Political Practices Commission's Standard Conflict of Interest Code and Candidate Disclosure Statement and Repealing Resolution No. 2024-11.

AYES: ASHCRAFT, BARNARD, HILLGREN, TANNER

NOES: NONE

ABSENT: STINE

ABSTAIN: NONE

c. **Fixed Charge Special Assessment for Weed Abatement**

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the Special Assessment for Weed Abatement List and authorize submission.

AYES: ASHCRAFT, BARNARD, HILLGREN, TANNER

NOES: NONE

ABSENT: STINE

ABSTAIN: NONE

d. **SCBA Equipment Contract**

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to authorize execution of SCBA Equipment contract.

AYES: ASHCRAFT, BARNARD, HILLGREN, TANNER

NOES: NONE

ABSENT: STINE

ABSTAIN: NONE

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e. AB2561 - Reporting on Vacancies, Recruitment, and Retention

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR BARNARD, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to set public hearing for August 19, 2026.

AYES: ASHCRAFT, BARNARD, HILLGREN, TANNER

NOES: NONE

ABSENT: STINE

ABSTAIN: NONE

f. Fire District Policies

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR BARNARD, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to adopt New Fire District Policies 220, 221, and 222.

AYES: ASHCRAFT, BARNARD, HILLGREN, TANNER

NOES: NONE

ABSENT: STINE

ABSTAIN: NONE

g. FY2026/2027 Proposed Budget

Update only. No action required. Final adoption set for August 19, 2026.

The Board convened into closed session at 3:15 p.m.

7. Closed Session

Conference pursuant to Section 54957:

PUBLIC EMPLOYEE EMPLOYMENT

Title: Fire Engineer

The Board reconvened into open session at 5:30 p.m., and the Board President announced that there was no reportable action. The Board directed staff to return with additional information at a future meeting.

8. Adjournment

Meeting adjourned at 5:30 pm.

The next regular Board of Directors meeting is to be held on August 19, 2026, 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", written over a horizontal line.

Sarah Montagne
Board Clerk

A handwritten signature in blue ink, appearing to read "James H. Ashcraft", written over a horizontal line.

James H. Ashcraft
President