



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
MINUTES – July 17, 2018**

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 special meeting of the Rancho Santa Fe Fire Protection District Board of Directors at 11:00 am.

Pledge of Allegiance

Chief Michel led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Malin, Stine, Tanner

Directors Absent: Hillgren

Staff Present: Tony Michel, Fire Chief; and Karlena Rannals, Board Clerk.

2. Public Comment

No one requested to speak to the Board.

3. New Business

a. *Acceptance of Grant*

Chief Michel reported that he was notified Friday, July 13 that the District was awarded a \$10,000 grant from the California Fire Foundation to support on evacuation routes brush removal efforts. He plans to prioritize areas that need brush removal from the evacuation routes. He responded to questions from the Board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to accept a \$10,000 grant from California Fire Foundation, and authorize the Fire Chief to execute the Grant Agreement.

b. *Fire Chief – Appointment*

1) Ms. Rannals informed the Board that after the July regular meeting, she received a letter from Chief Michel giving his notice of intent to retire November 16, 2018. He has 35 years of District service, serving the last eight years as Fire Chief. The Board of Directors acknowledged receipt and congratulated him on his service to the District.

2) The Board discussed options available to recruit and/or appoint a successor. The Board concluded to appoint a subcommittee to determine a process to select and/or appoint a successor Fire Chief. President Ashcraft appointed Director Tanner and himself to the subcommittee, with the assistance of Chief Michel.

4. Adjournment

Meeting adjourned at 11:38 am.

Karlana Rannals
Secretary

James H Ashcraft
President

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