

**MINUTES OF THE FIRE DEPARTMENT MANAGEMENT GOVERNANCE &
ORGANIZATIONAL EVALUATION CITY COUNCIL SUBCOMMITTEE MEETING
June 18, 2025, 9:00 AM, ENCINITAS CITY HALL**

1. CALL TO ORDER/ROLL CALL

Chief Gordon called the meeting to order at 9:02 a.m.

The following representatives were in attendance:

Agency

City of Del Mar Tracy Martinez, Deputy Mayor; John Spelich, Council Member

City of Encinitas Bruce Ehlers, Mayor; Luke Shaffer, Council Member arrived at 9:15 a.m.

City of Solana Beach Jill MacDonald, Council Member; Jewel Edson, Council Member

Also present: City of Encinitas City Manager Jennifer Campbell; City of Solana Beach City Manager Alyssa Muto; Fire Chief Josh Gordon; Deputy Chief Jorge Sanchez; Acting Fire Marshal Jordan Villagomez; Fire Administrative Manager Corina Jimenez; and Management Analyst Melissa Flores.

There being a quorum present, the meeting was in order.

2. ORAL COMMUNICATIONS

There were no oral communications.

3. APPROVAL OF May 7, 2025, MEETING MINUTES

ACTION: Council Member Edson made a motion to approve the May 7, 2025, meeting minutes, Mayor Ehlers seconded. Motion carried. Ayes: Ehlers, Edson, MacDonald, Martinez, and Spelich. Absent: Shaffer. Nays: None. Abstain: None.

The committee agreed to switch the order of the agenda to move 4B., Emergency Management & Planning ahead of 4A., Discussion on future of cooperative management agreement.

4. COMMITTEE BUSINESS

4B. Emergency Manager, Marie Jones-Kirk, is planning a drill for Solana Beach and Del Mar. There is a North Zone tabletop exercise coming up on July 23, 2025, that all 3 cities will be participating in.

4A. Encinitas City Council voted 4-1 on June 11, 2025, to withdraw from the cooperative management agreement. Mayor Ehlers advised Encinitas would like to conclude the withdrawal by March 31, 2026. As per the agreement, a certified letter will be sent from Encinitas to Del Mar and Solana Beach. City Managers

will be meeting to establish the next steps. Chief Gordon recommended creating a sub-committee to begin the transition.

5. FUTURE AGENDA ITEMS

Update on transition, tabletop exercise, overview of Fire Code updates, Fire Department statistics.

6. ADJOURNMENT

Chief Gordon adjourned the meeting at 9:38 A.M.