



VISTA FIRE PROTECTION DISTRICT
Regular Board of Directors Meeting
Minutes – May 8, 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.

REGULAR AGENDA

President Elliott called to order the regular meeting of the Vista Fire Protection District Board of Directors at 1:01 PM at the “Smart Space” conference room located at 450 South Melrose Drive, Vista CA.

1. Pledge of Allegiance

Director Miller led the assembly in the Pledge of Allegiance.

2. Roll

Directors Present: Elliott, Fougner, Gomez (*arrived at 1:07 pm*), Miller, Ploetz
Directors Absent: None
Staff Present: Karlena Rannals, Administrative Manager; Gerard Washington, Fire Chief;
Bret Davidson, Deputy Chief; Fred Pfister, Legal Counsel

3. Open Discussion with the Board (Public Comment)

No one requested to speak to the Board.

4. Consent Calendar

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FOUIGNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT (*Gomez*); 0 ABSTAIN to approve all items on the consent calendar as submitted:

a. *Board of Directors Minutes*

i) Board of Directors minutes of April 17, 2024

b. *Payroll Register*

• Payroll paid on May 7, 2024	\$4,583.34
• Payroll taxes paid on May 7, 2024	\$ 350.63
Total	<u>\$4,933.97</u>

c. *Accounts Payable*

• Accounts Payable Check 4186 thru 4194 paid May 8, 2024	\$1,378,058.68
• Auto withdrawal(s) paid on April 10 – May 8, 2024	965.88
Total	<u>\$1,383,958.56</u>

d. *Receive and File*

- i) Financial Quarterly Reports – Information
(1) FY24 Budget to Actual GF – March 31, 2024
(2) FY24 Budget to Actual FMF – March 31, 2024
(3) FY24 Combined Balance Sheet – March 31, 2024
(4) Portfolio Summary Report – March 31, 2024
 ▪ Interest Rate Summary
- ii) Fire Department Reports
(1) *Fire Chief*
(2) *Fire Marshal*

(3) *District Inspector*

- iii) Administrative Manager’s Report
- iv) Travel Report
 - (1) Rannals – AFSS Conference
- v) Correspondence
 - (1) None

5. Continuing Business

a. *Request for Qualifications (RFQ) for Legal Services*

Administrative Manager Rannals reported that two firms submitted a response to the RFQ, and interviews were scheduled with the ad hoc committee (Directors’ Elliott and Fougner) on May 14 & May 16. A recommendation is planned for the June board meeting.

6. Public Hearing(s)

a. *Capital Improvement Plan for the Use of Fire Mitigation Fee Revenue*

President Elliott opened and closed the public hearing. Ms. Rannals reported that there were no written comments submitted.

7. New Business

a. *Resolution No. 2024-02*

Ms. Rannals summarized the staff report provided. She reported that this revised format approved by the County of San Diego in 2023 authorizes the District’s participation in the Fire Mitigation Fee Program and adopts a capital improvement plan for the use of the Fire Mitigation Fee revenue. The County will collect 100% of the FMF at .92 cents per square foot effective July 1, 2024. The resolution also reauthorizes 53% of the cost for the approved Fire Station 3 replacement and obligate future FMF monies to repay the general fund estimated to be \$1,489,500. She responded to questions from the board.

MOTION BY DIRECTOR FOUIGNER, SECOND BY DIRECTOR MILLER, and APPROVED to accept staff recommendation listed in Staff Report 24-09 and ADOPTED Resolution No. 2024-02 on the following roll call vote:

AYES:	Elliott, Fougner, Gomez, Miller, Ploetz
NOES:	None
ABSENT:	None
ABSTAIN:	None

b. *Article XIII B California Constitution Appropriation Limit*

Ms. Rannals summarized the staff report provided. She reported that she recommends that the Board of Directors select the following formula to calculate the District’s new appropriation limit for the 2024/2025 fiscal year:

1. Change in California per capital personal income (3.61%) for the Cost-of-Living Factor; and
2. Change in population within San Diego County unincorporated average (.31%).

MOTION BY DIRECTOR MILLER, SECOND BY DIRECTOR FOUNGNER, and APPROVED to accept staff recommendation for calculation of the District's appropriations limit on the following roll call vote:

AYES: Elliott, Fougner, Gomez, Miller, Ploetz
NOES: None
ABSENT: None
ABSTAIN: None

c. *Resolution No. 2024-03*

Ms. Rannals informed the Board that this resolution required by the State of California reflects the Board's action of selecting the formula to calculate the District's appropriations limit.

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FOUNGNER, and ADOPTED Resolution No. 2024-03 *entitled* a Resolution of the Board of Directors of the Vista Fire Protection District Determining the 2024/2025 Appropriations of Tax Proceeds on the following roll call vote:

AYES: Elliott, Fougner, Gomez, Miller, Ploetz
NOES: None
ABSENT: None
ABSTAIN: None

8. Oral Report(s)

1) *Fire Chief* – Chief Washington in addition to his report:

- Fire personnel participated in the 3-day County Wildland Drill. It was a multi-agency (federal, state, and local agencies) training involving 650 firefighters.
- Vista Fire personnel responded to the fire at the Oceanside Pier. At this time, the cause is unknown; however, there were no reports of injuries.
- Within his Chief's report he reported on a study for a potential Station 7. There is increasing pressure to install more traffic circles, speed humps/bumps within the city. Fire Department staff do have concerns, which has been conveyed that this does potentially slow the response times. The staff is seeking the appropriate data to demonstrate unintended consequences, such as slowing response times, which can occur.

2) *Deputy Chief - Administration*

- Weed abatement letters, more than 7,000 have been mailed to District and City residents. Within the first week, over 250 calls were received requesting information or inspections. Beginning June 1, inspections are expected to begin.
- Standards of Cover document is in the final stages of publication. Once complete, it will be forwarded to the Administrative Manager for distribution to the board prior to the strategic planning session.
- The CWPP has been approved pending the completion of five minor edits/comments. The CWPP prepared by Anchor Point will be an appendix to the San Diego County approved CWPP format.


- He reported that he contacted CalFire to get an update about road clearance for the Buena Creek area and was informed the timetable is late April/May. However, he agreed to recontact CalFire for additional information.
- 3) *Administrative Manager – Ms. Rannals*: In addition to her report, she reported on the following:
- She provided an estimate of revenue over expenditures for FY24. She anticipates that the District will have a surplus at year end.
- 4) *Legal – Mr. Pfister – No report.*
- 5) *Fire Safe Council of Vista – Update*: Director Gomez reported:
- They missed the grant deadline date for this year’s grant opportunity. However, this will allow the council to identify projects for next year’s application period.
 - He is exploring the application and the process needed for creating a Fire Wise community through NFPA.
 - He requested the balance of the grant budgeted by the District for the Fire Safe Council of Vista
- 6) *Board of Directors*
- Miller: inquired when the board would be given the reports on response times, as he believes it is the most important responsibility of the board. Chiefs Washington and Davidson informed the board members that the Tableau software is still not working, and no one in the Zone is receiving the response time information. However, they anticipate that in July/August FireStats will be able to provide this information in the reporting format that they are accustomed to seeing. Going forward, it will be available on a quarterly basis. He also complimented the Fire Chief for going “above and beyond” the call when his son (visiting from Boston) was involved in a minor traffic collision and the Fire Chief appeared on scene to check on all parties.
 - Fougner: he appreciated the opportunity to speak with Chief Despain and he had the opportunity to educate him on how the current standards of cover were developed. He requested prior to the strategic session that prior SOC be provided to the board.

9. Adjournment

President Elliott adjourned the meeting at 2:42 pm.



Karlena Rannals
Board Clerk



James F. Elliott
President