

VISTA FIRE PROTECTION DISTRICT
Board of Directors
AGENDA

Meeting Location

“Smart Space” Office Center
450 South Melrose Drive
Vista, CA 92081



Regular Meeting
Wednesday, January 15 2025
1:00 P.M.

BUSINESS SESSION – REGULAR AGENDA

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk 760-688-7588. Notification 48 hours prior to the meeting will enable the district staff to make reasonable arrangements to assure accessibility to the meeting.

Rules for Addressing Board of Directors: Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk. Any person may address the Board on any item of Board business or Board concern. The Board cannot act on any matter presented during Public Comment but can refer it to staff for review and discussion at a future meeting. As permitted by State Law, the Board may act on matters of an urgent nature, or which require immediate attention.

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings posted on the District’s website www.vistafireprotectiondistrict.org or by contacting the Clerk of the Board at krannals@vistafpd.org

FLAG SALUTE

The Board of Directors conducts the Pledge of Allegiance at the beginning of every board meeting

CALL TO ORDER

- a. ROLL CALL

ORAL COMMUNICATION (PUBLIC COMMENT)

The Board invites District residents and others in attendance to address the Board on any matter of public concern related to the District’s business.

MOTION WAIVING READING IN FULL OF ALL RESOLUTIONS/ORDINANCES

All items listed on the Consent Calendar are considered routine and will be enacted by one motion without discussion unless Board Members, Staff, or the public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under Continuing Business.

CONSENT CALENDAR

1. Board of Directors Minutes

- a. **Approve** the Board of Directors regular meeting December 11, 2024
- b. **Approve** the Board of Directors special meeting January 8, 2025

2. Payroll Register
 - a. **Approve** Payroll paid on January 7, 2025 \$6,100.00
 - b. **Approve** Payroll Taxes paid on paid on January 7, 2025 \$466.65

\$6,566.65
3. Accounts Payable
 - a. **Approve** Accounts Payable Check 4262 thru 4268 to be paid January 15, 2025 \$1,243,041.14
 - b. Auto withdrawal(s) paid on December 10, 2024 – January 9, 2025 \$978.99

\$1,244,020.13
4. Receive and File – Information
 - a. Monthly Reports
 - i) *Fire Chief*
 - ii) *Fire Marshal*
 - iii) *District Inspector*
 - iv) *Effective Response Force Report – November 24*
 - v) *Southern Operations Seasonal Weather Outlook – December 2024 – March 2025*
 - vi) *Administrative Manager’s Report*
 - vii) *Correspondence*
 - (1) None
5. PUBLIC HEARING(S)
 - a. Ordinance 2025-01

Ordinance No. 2025-01 *entitled* an Ordinance of the Board of Directors of the Vista Fire Protection District Establishing a Schedule of Fees for Emergency Medical Services
Action Requested: [A call for public comment \(oral or written\)](#)
6. DISTRICT BUSINESS
 - a. Ordinance 2025-01

Second reading Ordinance No. 2025-01 entitled an Ordinance of the Board of Directors of the Vista Fire Protection District Establishing a Schedule of Fees for Emergency Medical Services
Action Requested: **Adopt**
 - b. Buena Creek Fuels Management

To discuss and review the site visit of the Arroyo Preserve on January 8, 2025, and the District’s opportunity to apply for grant funding to achieve similar results in the Buena Creek area of the district. [Staff Report 25-01; Consultant Proposal](#)
Action Requested: **Direction**
 - c. Vista Fire Protection District - Policies

The ad hoc committee will provide an update on the status of the proposed Policy No. 1000 - Code of Ethics and Policy No. 1010 - Board Policy and Procedure Manual designed to facilitate the handling by the Board of Directors of its own affairs.
ACTION REQUESTED: **Information**
 - d. Board Workshop(s)
 - 1) The Board of Directors announce that they will meet on February 27, 2025 to discuss the results of the 2024 weed abatement season, the proposed plans for the 2025 weed abatement season, and the contents of the District’s Weed Abatement Ordinance 2024-01

2) Establish meeting dates (quarterly) for future workshops.

Action Requested: [Direction](#)

7. PRESENTATION

a. Fire Board - Sustainable Community and Organizational Effectiveness

Director Elliott will deliver a PowerPoint presentation to discuss and review the proposed model for organizational effectiveness.

Action Requested: [Information](#)

8. ORAL REPORT(s)

- a. Fire Chief
- b. Deputy Chief - Administration
- c. Administrative Manager
- d. Legal
- e. Board of Directors

9. FUTURE AGENDA ITEM(S)

The purpose of this item is to identify issues presently known to staff or which members of the Board of Directors wish to place on an upcoming Board of Directors agenda. Board comment on these future agenda items is limited by California Government Code Section 54954.2 to clarifying questions, brief announcements, or requests for factual information in connection with an item when it is discussed.

10. ADJOURNMENT

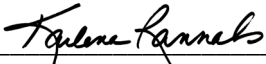


VISTA FIRE PROTECTION DISTRICT
Board of Directors
Rescheduled Regular Meeting Agenda
Wednesday, January 15, 2025 1:00 pm PT

CERTIFICATION OF POSTING

I certify that on January 9, 2025 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Vista Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Vista, California on January 9, 2025



Karlana Rannals
Board Clerk



**VISTA FIRE PROTECTION DISTRICT
Regular Board of Directors Meeting
Minutes – December 11, 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.

SPECIAL AGENDA (10:00 AM – 12:00 PM)

Ethics Training (Workshop)

Pursuant to the requirements of AB 1234, the following local officials, and staff (those who receive compensation for their service or are eligible to have their expenses reimbursed) attended the Ethics Training workshop presented by Christopher Cardinale, Alvarez-Glasman & Colvin:

Vista Fire Protection District

Director:

James Elliott
Robert Fougner
Read Miller
John Ploetz

Staff:

Karlana Rannals, Administrative Manager/Board Clerk
Gerard Washington, Fire Chief

REGULAR AGENDA

President Elliott called to order the regular meeting of the Vista Fire Protection District Board of Directors at 1:00 PM at the “Smart Space” conference room located at 450 South Melrose Drive, Vista CA.

1. Pledge of Allegiance

President Elliott led the assembly in the Pledge of Allegiance.

2. Oath of Allegiance – New Elected Board Members

The following members were sworn-in as members of the Vista Fire Protection District Board of Directors for terms prescribed by law:

Read Miller – Division A
Robert Fougner – Division B
John Ploetz – Division C

Angie LaCarte, Notary Public, administered the *Oath of Allegiance*.

3. Election of Officers

Pursuant to Fire District Law 1987, Section 13853, the District Board shall elect a president, vice-president, and a Secretary/Clerk.

MOTION BY DIRECTOR MILLER, SECOND BY DIRECTOR FOUIGNER, and CARRIED 4-0 to nominate and elect the following officer effective January 1, 2025:

President John Ploetz

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FOUIGNER, and CARRIED 4-0 to nominate and elect the following officer effective January 1, 2025:

Vice President Jim Elliott

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR MILLER, CARRIED 4-0 to nominate and appoint effective January 1, 2025 the following:

Secretary/Board Clerk Karlena Rannals

4. Roll Call

Directors Present: Elliott, Fougner, Miller, Ploetz

Directors Absent: None

Staff Present: Karlena Rannals, Administrative Manager; Gerard Washington, Fire Chief; Bret Davidson, Deputy Chief; and Chris Cardinale, Legal Counsel

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

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FUGNER, and CARRIED 4 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

6. Oral Communication (Public Comment)

Caitlin Kreutz, Encinitas: informed the board members that she found a US Forest Service Grant that she believes that the District would qualify to receive. The deadline to apply is February 28 and there would be matching grant requirements. She will continue to research and provide additional information at a future meeting.

Daniel Gomez, Vista: spoke on receiving permission from the District to use the District logo on the Fire Safe Council canopy and table cover. He also spoke about the CERT program and collaborating with the Vista Fire Department. He requested that the District contribute \$5,000 to the program.

Brynn Pikula: attended the meeting to introduce her company *Specialty Mowing Services* to assist with wildfire fuel management.

7. Consent Calendar

MOTION BY DIRECTOR FUGNER, SECOND BY DIRECTOR MILLER, CARRIED 4 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the consent calendar as submitted:

a. Board of Directors Meeting

- 1) Minutes (Regular Meeting) November 13, 2024

b. *Payroll Register*

| | |
|---|-------------------|
| 1) Payroll paid on December 7, 2024 | \$5,200.00 |
| 2) Payroll taxes paid on December 7, 2024 | <u>\$397.80</u> |
| Total | <u>\$5,597.80</u> |

c. *Accounts Payable*

| | |
|---|---------------------|
| 1) Accounts Payable Check 4255 thru 4261 paid December 11, 2024 | \$360,508.87 |
| 2) Auto withdrawal(s) paid on November 10 – December 9, 2024 | <u>\$970.28</u> |
| Total | <u>\$361,479.15</u> |

d. *Receive and File*

1) Monthly Reports

- a. *Fire Chief*
- b. *Fire Marshal*
- c. *District Inspector*
- d. *Effective Response Force Report – October 24*

- 2) Southern Operations Seasonal Weather Outlook – December 2024 – March 2025

- 3) Administrative Manager's Report
- 4) Correspondence
 - a. None

8. New Business

a. *Board Vacancy*

Ms. Rannals summarized the staff report provided. The vacancy is a result of Director Miller being elected to a four-year term representing Division A. The vacancy became effective December 11, 2024. She reported that the remaining board members have the option of appointing a representative to the Board in lieu of a special election. If they choose the option of a special Election, the cost is approximately \$275,000 - \$450,000. The board members did not believe it was prudent to spend the money for a special election. Staff responded to questions from the board.

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FUGNER, CARRIED 4 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to appoint an at large representative in lieu of a special election. The President requested that the Board Clerk notify the public of such vacancy pursuant to all applicable laws and publish a Notice of Vacancy in the newspaper.

The Board of Directors agreed to schedule a special meeting on January 15, 2025 starting at 12 pm to interview all applicants to fill the "at-large" vacancy on the Board of Directors. All interviews will be scheduled time certain.

The Board of Directors also agreed and announced that at the regular meeting scheduled for January 15, 2025 they would appoint the successful applicant to fill the vacancy on the Board of Directors.

b. *Policy 3020 – Use of District Seal, Logos or Emblems*

Ms. Rannals summarized the staff report provided. She informed the board that the purpose of the policy is for 1) Brand Protection; 2) Legal Compliance; 3) Public Trust and Reputation and 4) Clarity for Internal and External Use. She noted that restrictions on the use of an agency's seal are common. Such policies tend to give the agency's custodian of records (for example the board clerk) custody of the agency's seal and create penalties for unauthorized use; however, penalties are not being recommended. She responded to questions from the board.

MOTION BY DIRECTOR FUGNER, SECOND BY DIRECTOR MILLER, CARRIED 4 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept staff's recommendation and approve *Policy 3020 – Use of District Seal, Logos or Emblems*.

c. *Resolution No. 2024-08*

Chief Davidson reported that existing law requires the Fire Chief of any district providing fire protection services and their authorized representatives to inspect every building used as a public or private school within their authority, for the purpose of enforcing specified building standards, not less than once each

year, as provided. The law also requires the governing authority to acknowledge receipt of the report in a resolution or a similar formal document. This resolution confirms that all required inspections were completed.

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FOUNGNER, and ADOPTED Resolution No. 2024-08 *entitled* a Resolution of the Board of Directors of the Vista Fire Protection District Acknowledging Receipt of a Report made by the Fire Chief Regarding Required Inspection of Certain Occupancies Pursuant Section 13146.2 and 13146.3 of the California Health and Safety Code on the following roll call vote:

| | |
|----------|----------------------------------|
| AYES: | Elliott, Fougner, Miller, Ploetz |
| NOES: | None |
| ABSENT: | None |
| ABSTAIN: | None |

d. *Ordinance No. 2025-01*

Ms. Rannals summarized the staff report provided. Staff reported that all residents and non-residents who utilize the Vista Fire Department Emergency Medical Services are charged fees. Base rates are established to cover the fixed cost of personnel, non-disposable supplies, and equipment assigned to the ambulances. Since the City of Vista is the provider for district residents, that district ordinance must mirror the City of Vista Fee Schedule. The first reading is a part of the adoption process, and the board is requested to set up a public hearing, second reading and final adoption. Staff responded to questions from the board and recommended that the board move forward with the adoption process.

President Elliott announced that a public hearing, second reading/final adoption would be scheduled for January 15, 2025. The board clerk was requested to publish all legal notices as required by law.

e. *Future Meeting Schedule*

President Elliott brought forth the discussion to add optional meetings, such as workshops to the meeting schedule to discuss in greater detail topics of interest to the Board of Directors. There are upcoming topics such as the weed abatement program, insurance, budget, etc. He suggested scheduling on a quarterly basis. The benefit of a workshop is to get questions answered and allow for a freer discussion. No action can be taken at these workshops. The Board, by consensus, believed this to be a good idea and the first workshop will be planned for February, date to be determined. The first workshop will be about the 2025 weed abatement program, and lessons learned from the 2024 program. Chief Washington requested that all comments about the 2024 program be delivered to Ms. Rannals by January 15, 2025. This will allow the staff to address all concerns at the workshop.

9. Continuing Business

a. *Buena Creek Fuels Management*

Vice President Ploetz reported that he has had conversations with Ms. Caitlin Kreutz, Environmental Consultant about the Forest Service Grants. In order to apply for the grant that Necessity of Right of Entry (ROE) Permits must be obtained. Mr. Cardinale reports that he has spent a limited amount of time researching the easements associated with the old developments. He believes that the maps may

already have the right to enter the property for maintenance. He recommended that the board authorize staff to work with the County for remediation of fuels management. He will prepare a plan of options and will present a report for the January board meeting.

10. Oral Report(s)

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

- The CERT Program will have a graduation for their volunteers on December 11.
- He reports that there is the potential of two properties appealing their forced abatements.

2) *Deputy Chief – Administration – no report.*

3) *Administrative Manager – No report.*

4) *Legal – Cardinale*

- He continues his work with the subcommittee for policies and procedures, and contract management.

5) *Board of Directors*

- Miller – he reported that he has seen a significant improvement in weed abatement this year.
- Elliott – he extended his appreciation on the work that has been done in the area of weed abatement.

11. Closed Session

Pursuant to the following section, the board met in closed session from 3:29 – 3:47 am, and discussed the following:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to Gov. Code Section 54956.9 (d)(4)

Based on existing facts and circumstances, the legislative body of the local agency has decided to initiate or is deciding whether to initiate litigation.

Number of potential cases: One

All board members listed, Administrative Manager Rannals and Chris Cardinale (Legal Counsel) attended and participated in the discussion.

Upon reconvening, President Elliott reported that there was no reportable action.

12. Adjournment

President Elliott adjourned the meeting at 3:48 pm.

Karlana Rannals
Board Clerk

James F. Elliott
President



**VISTA FIRE PROTECTION DISTRICT
Special Board of Directors Meeting
Minutes – January 8, 2025**

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.

SPECIAL SESSION – AGENDA – 10:00 AM

President Ploetz called to order the special meeting of the Vista Fire Protection District Board of Directors at 10:15 am at the Arroyo Preserve, Rancho Santa Fe, CA.

1. Roll Call

Directors Present: Elliott, Fougner, Miller, Ploetz
Directors Absent: None
Staff Present: Karlena Rannals, Administrative Manager
By Invitation: Caitlin Kreutz, Consultant

2. Open Discussion with the Board (Public Comment)

No one requested to speak to the Board.

3. Buena Creek Fuels Management

Ms. Kreutz led the board members on a hike along the San Dieguito River Park/Coast to Crest Trail which overlooks the Arroyo Preserve. The purpose was to highlight the impact of grant funding for environmental restoration. The grant money received for this project was to restore the riparian habitat by removing non-native trees and plants and replacing them with native vegetation. The District intends to apply for grant(s) to replicate habitat restoration in the Buena Creek area within the Vista Fire Protection District.

This meeting was informational only and there was no action taken or direction given to staff.

4. Adjournment

President Ploetz adjourned the meeting at 11:25 am.


Karlana Rannals
Board Clerk

John Ploetz
President

VISTA FIRE PROTECTION DISTRICT
PAYROLL REGISTER - December (Paid 1/07/25)

| Payment No. | Name | Gross |
|----------------|------------------------------------|---------------------------|
| Direct | | |
| Deposit | Elliott, James (Sep - Dec 2024) | \$ 200.00 |
| Direct | | |
| Deposit | Fougner, Robert (Sep - Dec 2024) | \$ 300.00 |
| Direct | | |
| Deposit | Miller, Read (Sep - Dec 2024) | \$ 300.00 |
| Direct | | |
| Deposit | Ploetz, John (Sep - Dec 2024) | \$ 300.00 |
| Direct | | |
| Deposit | Rannals, Karlena | <u>\$ 5,000.00</u> |
| | | <u>\$ 6,100.00</u> |
| | Employer Payroll Taxes | |
| | Federal (Social Security/Medicare) | \$ 466.65 |
| | State | <u>\$ -</u> |
| | | <u><u>\$ 6,566.65</u></u> |

VISTA FIRE PROTECTION DISTRICT
ACCOUNTS PAYABLE
November 13, 2024

| Check # | PAYEE & ADDRESS | DESCRIPTION | AMOUNT |
|-----------------|--|---|-----------------------------------|
| Auto Withdrawal | SmartSpace Vista (c/o SVN Vanguard) 4455 Murphy Canyon Road, Ste 200 San Diego, CA 92123 | Space Rent - January 2025 <i>Paid on 1-3-2025</i> | \$877.95 |
| Auto Withdrawal | ADP, Inc. | December Payroll Fee <i>Paid on 1-3-2025</i> | \$101.04 |
| | | Accounts Payable (Auto withdrawal) | \$978.99 |
| 4262 | ALVAREZ-GLASMAN & COLVIN 13181 Crossroads Pkwy. North Suite 400 - West Tower City of Industry, CA 91746 | Legal Fees - District Business Invoice # 2024-11-21230 & Invoice # 2024-11-21231 | \$6,302.50 |
| 4263 | AZTEC LANDSCAPING 7980 Lemon Grove Way Lemon Grove, Ca 91945 | Emergency Access Roads, Invoice # L5394, December 2024 | \$2,348.00 |
| 4264 | CITY OF VISTA 200 Civic Center Drive Vista, CA 92084 | Fire/EMS - TA#5 Fire Inspector - December 2024 | \$1,225,746.10 \$5,773.70 |
| 4265 | RANNALS, Karlena | Telephone Reimbursement - Oct - Dec 2024 Mileage - Dec 2024 Out of Pocket Expenses (Dec 1 - 31, 2024) | \$150.00 \$85.49 \$1,012.53 |
| 4266 | RGM CONSULTING 815 Sierra Verde Dr. Vista, CA 92084 | Monthly Maintenance (January 2025) Inv # 7322 | \$150.00 |
| 4267 | SAN DIEGO UNION-TRIBUNE PO Box 8012 Willoughby, OH 44096-8012 | Statement 0000609168 Legal Notices Forced Abatement - Ambulance Ordinance Public Hearing | \$1,388.82 |
| 4268 | STREAMLINE P.O. Box 207561 Dallas, TX 75320-7561 | Monthly Billing for Webhosting Invoice # 67009CA4-0050 | \$84.00 |
| | | Accounts Payable (Checks) | \$1,243,041.14 |
| | PAYROLL: See Payroll Register U.S. TREASURY (PAYROLL TAX) | Employee & Directors FEDERAL FORM 941-EFT VIA EFTPS-DEPOSIT | \$6,100.00 \$466.65 |
| | | December Payroll Total | \$6,566.65 |
| | | Total District Expenses - December 2024 | \$1,250,586.78 |
| | CHECK VOID | | |
| | Director | | 15-Jan-25 |
| |  | | |
| | Administrative Manager | | 9-Jan-25 |

**Accounts Payable
Certification**

Vista Fire Protection District
450 S. Melrose Dr., Ste 105
Vista, CA 92081

CERTIFICATION FOR PAYMENT NO. TA#5

CONSULTANT/VENDOR:
City of Vista

BILLING PERIOD:

ADDRESS: 200 Civic Center Drive, Vista, CA 92084

ACCOUNT No.:

DESCRIPTION: Tax Apportionment #5

STATEMENT OF PAYMENT

| | | | | Apportionment of Fee | FEE PAYABLE |
|--------------------------|------|----|--------------|-------------------------|------------------------|
| Gross Tax Apportionment | 100% | \$ | 1,361,940.11 | 0% | \$ - |
| Less Interest Allocation | 100% | \$ | - | 0% | \$ - |
| Tax Apportionment | 100% | \$ | 1,361,940.11 | 90% | <u>\$ 1,225,746.10</u> |
| Invoice Billed #: 27848 | | | | | \$ 1,225,746.10 |
| Discrepancy | | | | | <u>\$ (0.00)</u> |



Certified by: Karlana Rannals, Administrative Manager

12/17/2024

Date



TO: BOARD OF DIRECTORS
FROM: GERARD WASHINGTON, FIRE CHIEF
SUBJECT: MONTHLY ACTIVITY REPORT – FIRE CHIEF’S REPORT
DATE: January 7, 2025



Monthly Activity Summary (December 1 to December 31, 2024)

The following highlights the work activities for the reporting period:

1. City Council Approved Ambulance Fee increases effective January 1, 2025.
2. 3 Engineers and 1 Captain promoted on December 5th.
3. Staff attended the California Firefighter Joint Apprenticeship Committee (Cal-JAC) recruitment seminar.
4. Five new FF/PM completed ambulance shifts and were assigned to regular shifts in December.
5. Weed Abatement Update:
Total inspections left: 172 – 43 are posted.
Approximately 30 of the posted properties are going to City Attorney for Administrative Warrants
6. Drug Enforcement Administration (DEA) on Narcotics completed.
7. Beginning January 2025, one (1) EMT will attend the Fire Academy, and one (1) will attend paramedic school.
8. The Assistance to Firefighter Grant (AFG) was submitted for \$120,000 for firefighter health and wellness initiatives.
9. Data requests were sent to NBS for Fire Prevention Fee assessment and recommendation.
10. Asphalt repair at the Temporary Station 3 continues.
11. Community Emergency Response Team graduated 25 students on December 11 at Fire Station 5.
12. Staff are meeting with other city departments to preplan large events and consider upstaffing in accordance with Federal Emergency Management Agency (FEMA) guidance.

TO: BOARD OF DIRECTORS
FROM: MARK VIEROW, FIRE MARSHAL
SUBJECT: MONTHLY ACTIVITY REPORT – FIRE MARSHAL
DATE: January 6, 2025



Monthly Activity Summary (December 1-December 31, 2024)

The following highlights the work activities for the reporting period:

1. Projects: The Havens, Gopher Canyon Rd
 - 10 Fire sprinkler hydro inspections
 - 2270 Primrose, 1 building, 11 apartments.
 - No change
 - 2357 S Santa Fe Ave. La Sabila Senior Living complex 85 Units
 - Framing has started.
2. Plan checks and construction inspections continue.
 - 6 plan checks
 - 16 construction inspections
3. 10,996 new square feet.
\$4,904.52 in fire mitigation fees.

These include an Accessory dwelling unit, Detached garage, Garage conversion to Junior accessory dwelling, Single family dwelling with attached garage, and Accessory dwelling unit with attached garage.

4. There was no District Fire Marshal meeting in December.
5. Attended a San Diego County Planning Commission meeting on Friday, December 6th. The item on the agenda pertaining to the district was the Vista II Tentative Map and Major Use Permit on Hannalei Drive. 37 multi-family condominium units with associated parking. The item was approved by consent with 7 commissioners in favor and 0 opposed.

| FPB DECEMBER 2024 #'S | Mark | | AFM | | James | | Zach | | CJ | | Chris | | TOTALS | | |
|---|------|----------|------|----------|-------|----------|------|----------|------|----------|-------|----------|--------|----------|----------|
| | City | District | City | District | City | District | City | District | City | District | City | District | City | District | Combined |
| FIRE & LIFE SAFETY INSPECTIONS | 0 | 0 | 0 | 0 | 2 | 1 | 15 | 0 | 51 | 2 | 24 | 1 | 92 | 4 | 96 |
| COMMERCIAL | 0 | 0 | 0 | 0 | 2 | 0 | 1 | 0 | 0 | 0 | 4 | 1 | 7 | 1 | 8 |
| **STATE MANDATED** | 0 | 0 | 0 | 0 | 0 | 0 | 14 | 0 | 51 | 2 | 15 | 0 | 80 | 2 | 82 |
| ASSEMBLY | | | | | | | | | | | | 1 | 0 | 1 | 1 |
| ASSEMBLY REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| BUSINESS | | | | | 1 | | 1 | | | | 2 | | 4 | 0 | 4 |
| BUSINESS REINSPECTS | | | | | 1 | | | | | | 1 | | 2 | 0 | 2 |
| **EDUCATIONAL** | | | | | | | 2 | | 8 | | 4 | | 14 | 0 | 14 |
| EDUCATIONAL REINSPECTS | | | | | | | | | | | 1 | | 1 | 0 | 1 |
| FACTORY INDUSTRIAL | | | | | | | | | | | | | 0 | 0 | 0 |
| FACTORY INDUSTRIAL REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| HIGH-HAZARD | | | | | | | | | | | | | 0 | 0 | 0 |
| HIGH-HAZARD REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| INSTITUTIONAL | | | | | | | | | | | 1 | | 1 | 0 | 1 |
| INSTITUTIONAL REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| LABORATORIES | | | | | | | | | | | | | 0 | 0 | 0 |
| LABORATORIES REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| MERCANTILE | | | | | | | | | | | | | 0 | 0 | 0 |
| MERCANTILE REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| RESIDENTIAL: | | | | | | | | | | | | | 0 | 0 | 0 |
| **R-1** | | | | | | | | | | | | | 0 | 0 | 0 |
| R-1 REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| **R-2** | | | | | | | 5 | | 15 | | 7 | | 27 | 0 | 27 |
| R-2 REINSPECTS | | | | | | | 2 | | 28 | 2 | 1 | | 31 | 2 | 33 |
| **R-2.1** | | | | | | | 5 | | | | 2 | | 7 | 0 | 7 |
| R-2.1 REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| R-3 | | | | | | | | | | | | | 0 | 0 | 0 |
| R-3 REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| R-3.1 | | | | | | | | | | | | | 0 | 0 | 0 |
| R-3.1 REINSPECTS | | | | | | 1 | | | | | | | 0 | 1 | 1 |
| **R-4** | | | | | | | | | | | | | 0 | 0 | 0 |
| R-4 REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| STORAGE | | | | | | | | | | | | | 0 | 0 | 0 |
| STORAGE REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| UTILITY & MISCELLANEOUS | | | | | | | | | | | | | 0 | 0 | 0 |
| UTILITY & MISC. REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| 850 - COMMUNITY CARE LICENSING | | | | | | | | | | | 3 | | 3 | 0 | 3 |
| 850 - CCL REINSPECTS | | | | | | | | | | | 2 | | 2 | 0 | 2 |
| TENT / SPECIAL EVENT | | | | | | | | | | | | | 0 | 0 | 0 |
| TENT / SPECIAL EVENT REINSPECTS | | | | | | | | | | | | | 0 | 0 | 0 |
| BRUSH MANAGEMENT | 0 | 0 | 0 | 0 | 6 | 22 | 0 | 76 | 3 | 65 | 0 | 21 | 9 | 184 | 193 |
| WEED ABATEMENT INSPECTIONS | | | | | 6 | 22 | | 76 | 3 | 65 | | | 9 | 183 | 192 |
| DEFENSIBLE SPACE INSPECTIONS | | | | | | | | | | | | | 0 | 0 | 0 |
| AB-38 INSPECTIONS | | | | | | | | | | | | 1 | 0 | 1 | 1 |
| PRE-PLANS COMPLETED | | | | | | | 5 | | | | 46 | 8 | 51 | 8 | 59 |
| SMOKE ALARMS INSTALLED | | | | | | | | | | | | | 0 | 0 | 0 |
| FIRE INVESTIGATION RESPONSES: | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 3 | 0 | 5 | 0 | 5 |
| ACCIDENTAL | | | | | | | | | | | | | 0 | 0 | 0 |
| INCINDIARY | | | | | | | | | | | | | 0 | 0 | 0 |
| UNDETERMINED | 1 | | | | | | 1 | | | | 2 | | 4 | 0 | 4 |
| REFERRAL: | | | | | | | | | | | | | 0 | 0 | 0 |
| SDSO BOMB/ARSON | | | | | | | | | | | | | 0 | 0 | 0 |
| ATF | | | | | | | | | | | | | 0 | 0 | 0 |
| OTHER / MISCELLANEOUS / FIRE WATCH | | | | | | | | | | | 1 | | 1 | 0 | 1 |
| CUSTOMER SERVICE: | 0 | 0 | 0 | 0 | 35 | 41 | 23 | 0 | 0 | 27 | 35 | 10 | 93 | 78 | 171 |
| SERVICE REQUESTS | | | | | 5 | 4 | 10 | | | 2 | 3 | | 18 | 6 | 24 |
| PHONE CALLS / EMAILS | | | | | 29 | 37 | 10 | | | 25 | 28 | 5 | 67 | 67 | 134 |
| COUNTER | | | | | 1 | | 1 | | | | | 2 | 2 | 2 | 4 |
| FIELD RESPONSES | | | | | | | 2 | | | | 4 | 3 | 6 | 3 | 9 |
| DEVELOPMENT SERVICES: | 25 | 23 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 26 | 23 | 49 |
| PRE-APP REVIEWS | 1 | | | | | | | | | | | | 1 | 0 | 1 |
| PLANNING CASE REVIEWS | 2 | | | | | | | | | | | | 2 | 0 | 2 |
| BUILDING PLAN REVIEWS | 6 | 4 | | | | | | | | | | | 6 | 4 | 10 |
| FIRE SYSTEMS REVIEWS | 10 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10 | 2 | 12 |
| SPRINKLER | 4 | 2 | | | | | | | | | | | 4 | 2 | 6 |
| ALARM | 4 | | | | | | | | | | | | 4 | 0 | 4 |
| HOOD | 2 | | | | | | | | | | | | 2 | 0 | 2 |
| UNDERGROUND | | | | | | | | | | | | | 0 | 0 | 0 |
| GRADING / IMPROVEMENT PLAN REVIEWS | 5 | | | | | | | | | | | | 5 | 0 | 5 |
| SITE MEETINGS | 1 | 1 | | | | | | | | | | | 1 | 1 | 2 |
| FIRE SAFETY CONSTRUCTION INSPECTIONS | | | | | | | 1 | | | | | | 1 | 16 | 17 |
| OTHER PLAN REVIEWS | | | | | | | | | | | | | 0 | 0 | 0 |
| MEETINGS ATTENDED | 5 | 1 | | | 4 | 2 | 4 | | | | 4 | | 17 | 3 | 20 |
| TOTAL HOURS OF MEETINGS | 5.5 | 2 | | | 8 | 3.5 | 3.5 | | | | 3.5 | | 20.5 | 5.5 | 26 |
| TRAINING / CLASSES ATTENDED | | | | | 3 | 2 | 2 | | | | 4 | | 9 | 2 | 11 |
| TOTAL HOURS OF TRAINING / CLASSES | | | | | 15 | 3 | 23.5 | | | | 17.5 | | 56 | 3 | 59 |
| TOTAL MEASURABLES COMPLETED | 31 | 24 | 0 | 0 | 50 | 68 | 51 | 76 | 54 | 94 | 116 | 40 | 302 | 302 | 604 |

Vista Fire Protection District

TO: BOARD OF DIRECTORS
FROM: James Kozakiewicz, Fire Inspector
SUBJECT: MONTHLY ACTIVITY REPORT – FIRE
DATE: January 7, 2024



Monthly Activity Summary (December 1– December 31, 2025)

The following highlights the work activities for the reporting period:

1. Inspector Kozakiewicz evaluated all emergency access roads. All access roads are within compliance.
2. Inspector Kozakiewicz attended the FSC Coffee Chat. Defensible Space Assistance Program (DSAP) will no longer be available to Vista Fire Protection District residents due to a funding cut.



EFFECTIVE RESPONSE FORCE REPORT

NOVEMBER 2024



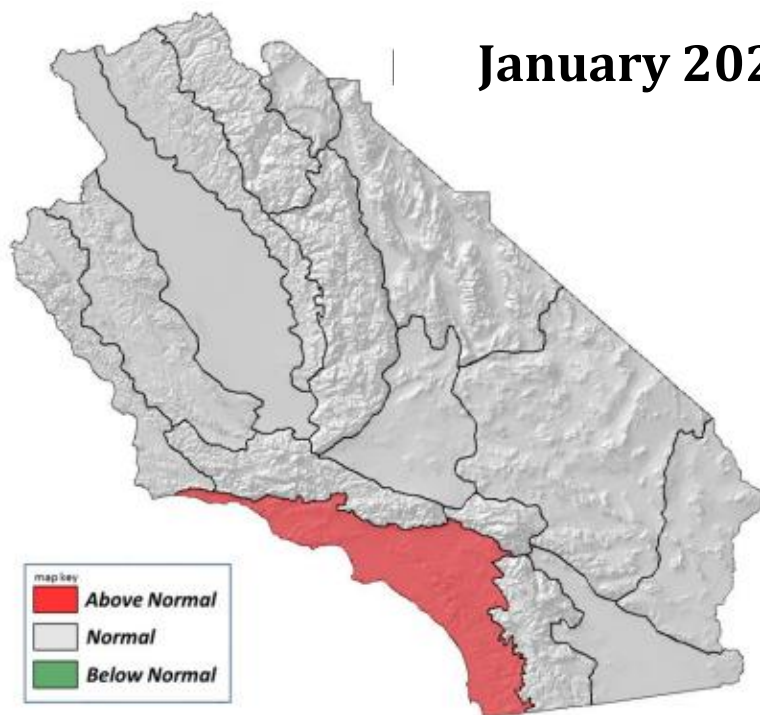
VISTA FIRE DEPARTMENT

STANDARD OF COVER TRAVEL INTERVALS

November 2024

This table describes the VFD standard Travel Interval times in accordance with Section 2.G.2.

| Type | Risk Level | Unit Complement | Parameter | Urban | Suburban | Rural |
|-----------|------------|--|-----------------|----------|----------|----------|
| All Risks | N/A | 1 Engine or 1 Aerial | Objective | 00:05:40 | 00:06:30 | 00:08:00 |
| All Risks | N/A | 1 Engine or 1 Aerial | 90th Percentile | 00:06:59 | 00:10:19 | 00:09:18 |
| All Risks | N/A | 1 Engine or 1 Aerial | Count | 101 | 8 | 24 |
| Fire | High | 4 Engine, 1 Ambulance, 1 BC, 1 Aerial | Objective | 00:09:30 | 00:11:00 | 00:11:30 |
| Fire | High | 4 Engine, 1 Ambulance, 1 BC, 1 Aerial | 90th Percentile | n/a | n/a | n/a |
| Fire | High | 4 Engine, 1 Ambulance, 1 BC, 1 Aerial | Count | n/a | n/a | n/a |
| Fire | Medium | 3 Engine, 1 Ambulance, 1 BC, 1 Aerial | Objective | 00:09:00 | 00:10:30 | 00:11:00 |
| Fire | Medium | 3 Engine, 1 Ambulance, 1 BC, 1 Aerial | 90th Percentile | 00:10:17 | n/a | n/a |
| Fire | Medium | 3 Engine, 1 Ambulance, 1 BC, 1 Aerial | Count | 1 | n/a | n/a |
| Fire | Low | 1 Engine | Objective | 00:05:40 | 00:08:00 | 00:08:00 |
| Fire | Low | 1 Engine | 90th Percentile | 00:14:05 | n/a | 00:08:15 |
| Fire | Low | 1 Engine | Count | 7 | n/a | 4 |
| EMS | High | 1 Engine, 1 Ambulance | Objective | 00:06:00 | 00:08:30 | 00:09:30 |
| EMS | High | 1 Engine, 1 Ambulance | 90th Percentile | 00:08:02 | 00:09:42 | 00:09:22 |
| EMS | High | 1 Engine, 1 Ambulance | Count | 28 | 4 | 3 |
| EMS | Medium | 1 Engine, 1 Ambulance | Objective | 00:06:00 | 00:08:30 | 00:09:30 |
| EMS | Medium | 1 Engine, 1 Ambulance | 90th Percentile | 00:14:06 | 00:14:56 | 00:15:34 |
| EMS | Medium | 1 Engine, 1 Ambulance | Count | 50 | 3 | 12 |
| EMS | Low | 1 Engine, 1 Ambulance | Objective | 00:06:00 | 00:08:30 | 00:09:30 |
| EMS | Low | 1 Engine, 1 Ambulance | 90th Percentile | n/a | n/a | n/a |
| EMS | Low | 1 Engine, 1 Ambulance | Count | n/a | n/a | n/a |
| Rescue | High | 2 Engine, 1 Ambulance, 1 BC, 1 Aerial | Objective | 00:09:00 | 00:10:30 | 00:11:30 |
| Rescue | High | 2 Engine, 1 Ambulance, 1 BC, 1 Aerial | 90th Percentile | n/a | n/a | n/a |
| Rescue | High | 2 Engine, 1 Ambulance, 1 BC, 1 Aerial | Count | n/a | n/a | n/a |
| Rescue | Medium | 1 Engine, 1 Ambulance, 1 BC, 1 Aerial | Objective | 00:08:30 | 00:11:00 | 00:11:00 |
| Rescue | Medium | 1 Engine, 1 Ambulance, 1 BC, 1 Aerial | 90th Percentile | n/a | n/a | n/a |
| Rescue | Medium | 1 Engine, 1 Ambulance, 1 BC, 1 Aerial | Count | n/a | n/a | n/a |
| Rescue | Low | 1 Engine, 1 Ambulance | Objective | 00:08:00 | 00:08:00 | 00:09:00 |
| Rescue | Low | 1 Engine, 1 Ambulance | 90th Percentile | 00:10:04 | n/a | 00:09:29 |
| Rescue | Low | 1 Engine, 1 Ambulance | Count | 6 | n/a | 2 |
| Wildland | Red Flag | 2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft | Objective | 00:10:24 | 00:13:00 | 00:18:12 |
| Wildland | Red Flag | 2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft | 90th Percentile | n/a | n/a | n/a |
| Wildland | Red Flag | 2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft | Count | n/a | n/a | n/a |
| Wildland | High | 2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft | Objective | 00:10:24 | 00:13:00 | 00:18:12 |
| Wildland | High | 2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft | 90th Percentile | n/a | n/a | n/a |
| Wildland | High | 2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft | Count | n/a | n/a | n/a |
| Wildland | Medium | 2 Type 1, 2 Type 3, 1 BC | Objective | 00:10:24 | 00:13:00 | 00:18:12 |
| Wildland | Medium | 2 Type 1, 2 Type 3, 1 BC | 90th Percentile | n/a | n/a | n/a |
| Wildland | Medium | 2 Type 1, 2 Type 3, 1 BC | Count | n/a | n/a | n/a |
| Wildland | Low | 2 Type 1, 2 Type 3, 1 BC | Objective | 00:09:00 | 00:13:00 | 00:18:12 |
| Wildland | Low | 2 Type 1, 2 Type 3, 1 BC | 90th Percentile | n/a | n/a | n/a |
| Wildland | Low | 2 Type 1, 2 Type 3, 1 BC | Count | n/a | n/a | n/a |
| Hazmat | High | 2 Engine, 1 Ambulance, 1 BC, 1 Aerial | Objective | 00:09:00 | 00:10:30 | 00:11:30 |
| Hazmat | High | 2 Engine, 1 Ambulance, 1 BC, 1 Aerial | 90th Percentile | n/a | n/a | n/a |
| Hazmat | High | 2 Engine, 1 Ambulance, 1 BC, 1 Aerial | Count | n/a | n/a | n/a |
| Hazmat | Low | 1 Engine | Objective | 00:05:40 | 00:06:30 | 00:08:00 |
| Hazmat | Low | 1 Engine | 90th Percentile | n/a | n/a | n/a |
| Hazmat | Low | 1 Engine | Count | n/a | n/a | n/a |



January 2025

**February – April 2025 all
areas normal**

***Monthly Images will only be shown when there are changes**

January 2025 – April 2025 South Ops Highlights

- There is a moderate tilt in the odds towards both above normal temperatures and below normal precipitation for the next 4 months.
- There is a slight tilt in the odds towards an above normal number of offshore wind events over the next 4 months.
- Above normal significant fire potential has been added to the South Coast for January, and this potential will remain until significant rain occurs.



Weather Discussion

December was a notably warm month. The second half of the month was more variable, but overall, temperatures averaged an impressive 2 to 6+ degrees above normal in most areas (**Figure 1**). Precipitation was limited in December especially to the south. Once again, bountiful rainfall was observed in Northern California, which extended somewhat into Central California. But much of Southern California experienced near record dry conditions. Precipitation in Southern California for the past 2 months is well below normal (**Figure 2**) with less than 25% of normal and in many cases less than 10% of normal, with numbers steadily increasing to the north. Snowpack for the Central and Southern Sierra is running a respectable 80-100% of normal. That reflects the partial extension of Northern California's abundant precipitation into Central California, and overall statewide snowpack is in good standing. However, there has been little to no snowfall over the Southern California mountains.

Two Santa Ana wind events occurred in December. A strong event occurred centered on Dec 9-10, associated with the Franklin Fire near Malibu. A weak to moderate event occurred on Dec 17-18.

Sea surface temperatures (SST) in the equatorial Pacific remain colder than normal, hovering near La Nina thresholds (**Figures 3+4**). The greatest cold anomalies are present over the central tropical Pacific in the Niño 3.4 region, a La Nina Modoki type signature, but it remains a weak event.

Ave. Temperature dep from Ave (deg F)
11/30/2024 – 12/29/2024

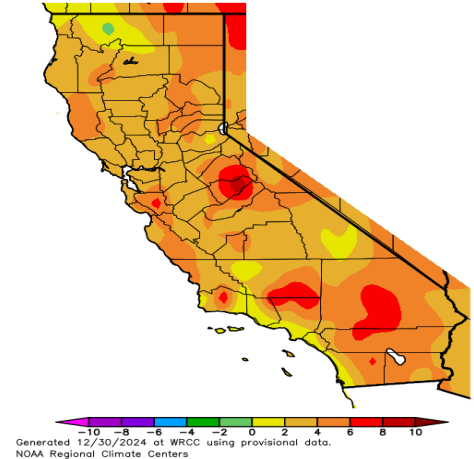


Fig 1: Nov 30th – Dec 29th Temperature Departure from Average

Percent of Average Precipitation (%)
10/31/2024 – 12/29/2024

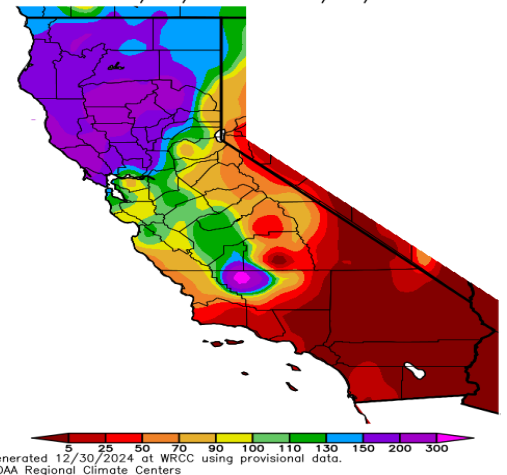


Fig 2: October 31st – December 29th Precipitation % of Ave.

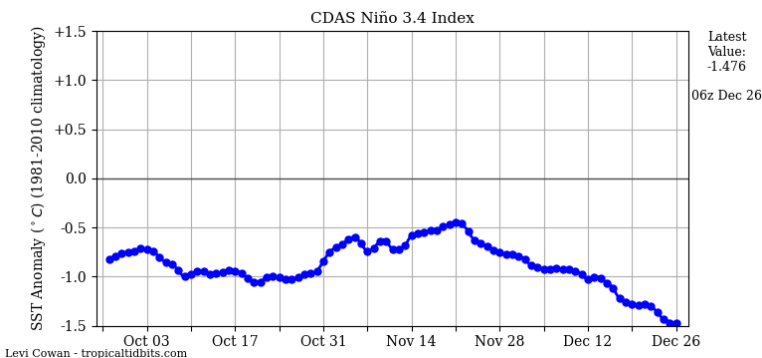


Fig 3: Niño 3.4 Region SST Anomaly



Fig 4: Niño 1+2 Region SST Anomaly



Fuels Discussion

Latest USDA Drought Monitor (**Figure 5**) shows a notable increase in Abnormally Dry (D0) conditions over Southern California, a reflection of the very dry conditions so far this fall and winter. Moderate (D1) to Severe (D2) and even locally Extreme (D3) drought conditions continue for many desert areas.

Dead fuel moistures and ERCs are generally reflective of off-season characteristics. However, heavy dead fuels (1000 hr) are persistently drier than normal over Southern California (**Figure 7**), reflective of the dry pattern. And finer dead fuels, which still make up a significant component of the fuel load in Southern California, have remained susceptible to rapid drying during offshore wind events.

Live fuel moistures have begun to show upward trends in Central California, where grass crop growth has also been observed. However, live fuel moistures have shown little increase from Ventura County southward, corresponding to areas that have received little rainfall so far. In many cases LFM's remain at or near critical levels (**Figure 6**).



VENTURA COUNTY FIRE DEPARTMENT
LIVE FUEL MOISTURE 2024
ALL FUEL BEDS - CHAMISE

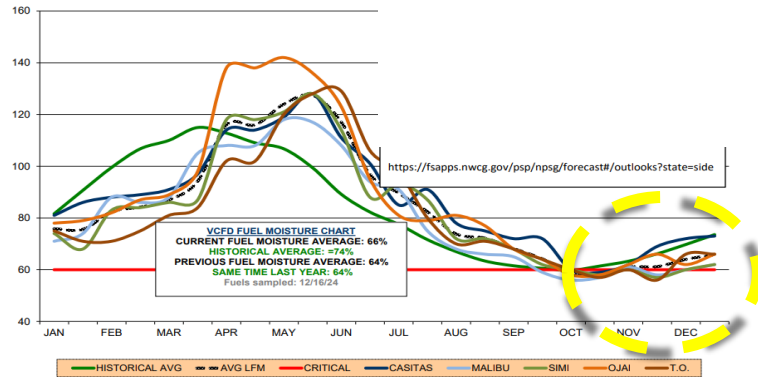


Fig 6: Ventura County Live Fuel Moistures from December 16th, 2024

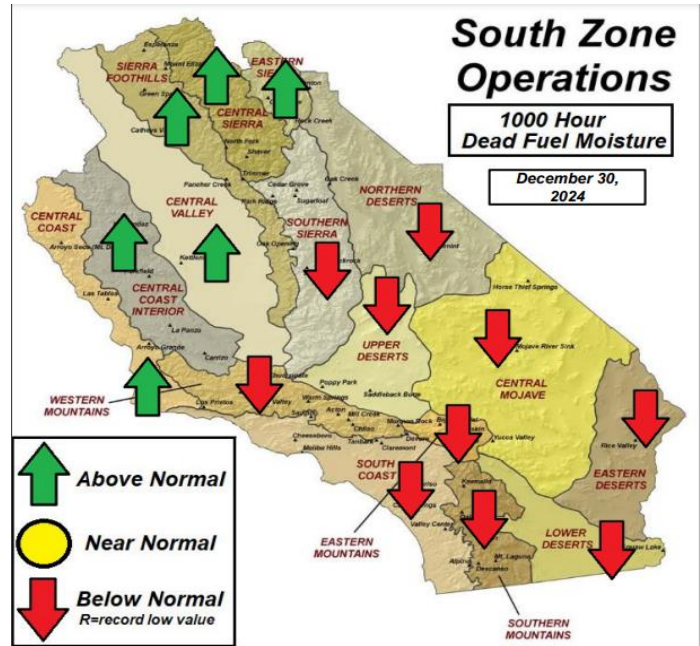
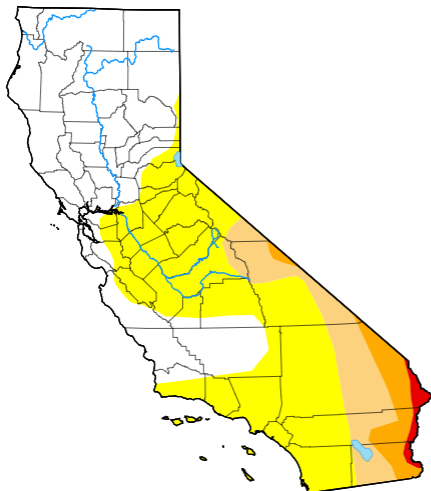


Fig 7: 1000 hr dead fuel moisture relative to normal by PSA as of December 30th



Map released: Thurs. December 19, 2024

Data valid: December 17, 2024 at 7 a.m. EST

Intensity

- None
- D0 (Abnormally Dry)
- D1 (Moderate Drought)
- D2 (Severe Drought)
- D3 (Extreme Drought)
- D4 (Exceptional Drought)
- No Data

Authors

United States and Puerto Rico Author(s):
[Brian Fuchs](#), National Drought Mitigation Center

Pacific Islands and Virgin Islands Author(s):
[Richard Heim](#), NOAA/NCEI

Fig 5: USDA Drought Monitor December 19th



SOUTH OPS OUTLOOK

Recent SST trends in the tropical Pacific (**Figures 3, 4, 8**) indicate we are near La Nina territory. However, subsurface water temperature trends combined with climate model projections indicate this event is near its peak strength, and will go down as no more than a brief and weak La Nina event. Nonetheless, the general La Nina background state generally favors drier conditions for Southern California. A highly active Pacific jet pattern has been observed in recent months. There has been no shortage of precipitation over the West Coast, but it has nearly all been directed at Northern California and the Pacific Northwest. Heading into next month and possibly beyond, there is growing potential for the Pacific polar jet to shift poleward and/or weaken. This would favor more of a ridging pattern along the West Coast and/or Alaska with less frequent storminess on the West Coast. In such a scenario, Southern California would become more reliant on subtropical moisture and the subtropical jet to advect moisture into the region. While transient episodes of this may occur, the lack of El Nino conditions, which would favor a more robust subtropical jet, casts doubt on whether the subtropics could compensate for a lack of traditional maritime polar storm systems. In addition, the expected pattern is conducive for troughing and cold air outbreaks into the Central and/or Eastern US. Such a pattern can favor increased frequency of offshore winds for Southern California. While not a high confidence projection, a near to above normal number of offshore wind events is favored in the next couple of months.

Southern California continued to experience fire activity during offshore wind events in December. Until widespread rains occur, this risk will continue. Outside of the South Coast and adjacent foothills, fire potential will be minimal through April, with the growing cycle beginning to get underway. Significant precipitation has fallen in the Owens Valley in recent weeks, which should limit potential there heading into a local climatological peak in fire activity centered around February. Desert areas can begin to see fire activity by April, but it is too early to speculate on the upcoming season's fire potential for the deserts. Should conditions remain very dry over Southern California, it would support an earlier than normal start to mid and high elevation fire activity in 2025, but that would still be beyond this outlook period.

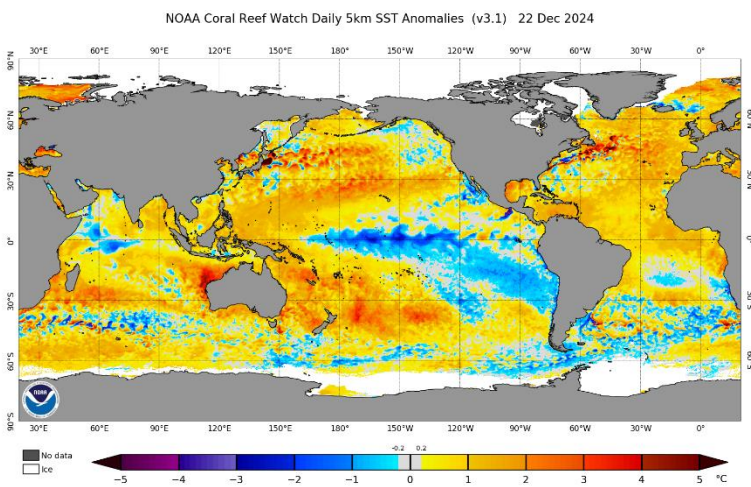


Fig 8: Sea Surface Temperature Anomaly, December 22nd, 2024

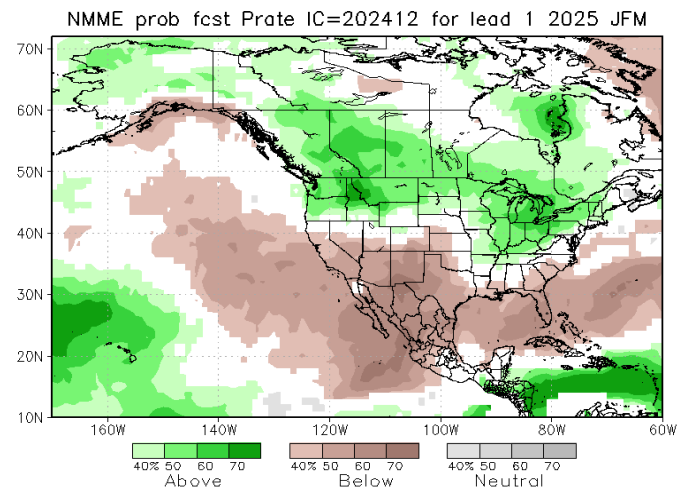
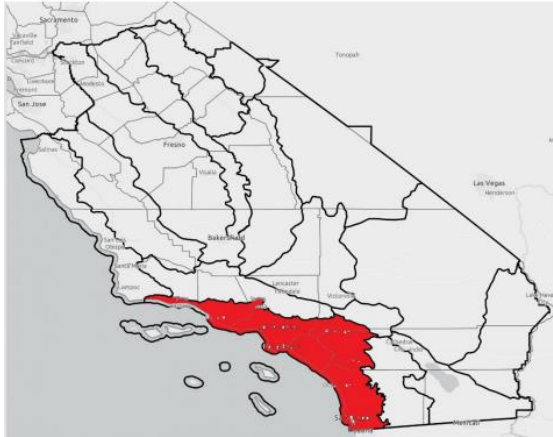


Fig 9: NMME January – March 2025 3-month Precipitation Anomaly Forecast

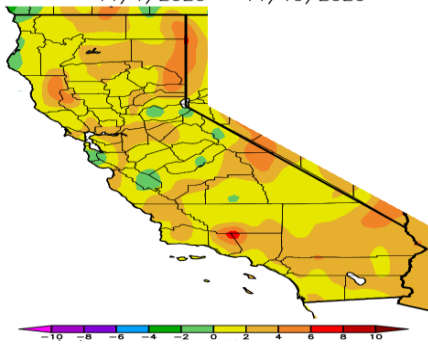


Maps with Counties and Select Intel Links used in the forecast



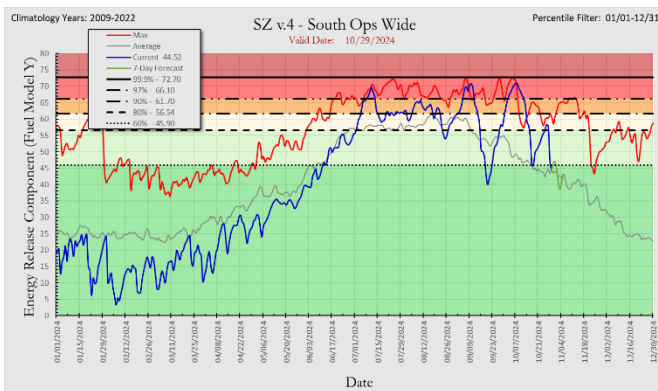
Jan 2025

Av. Max. Temperature dep from Ave (deg F)
11/1/2020 – 11/19/2020



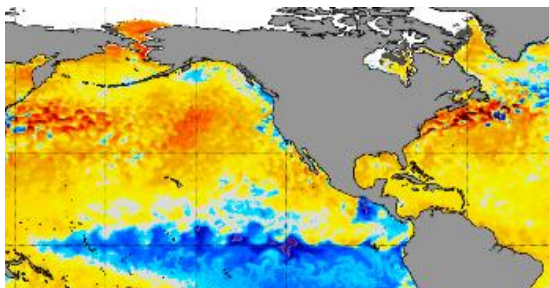
Climate

- <https://calclim.dri.edu/pages/anommmaps.html>
- <https://droughtmonitor.unl.edu/>
- <https://www.cpc.ncep.noaa.gov/products/NMME/>



Fuel Moisture and ERCs

- <https://gacc.nifc.gov/oscc/fuelsFireDanger.php>



Current sea surface temperatures

- <https://www.ospo.noaa.gov/Products/ocean/sst/anomaly/>
- <https://www.tropicaltidbits.com>

TO: BOARD OF DIRECTORS
FROM: KARLENA RANNALS, ADMINISTRATIVE MANAGER
SUBJECT: MONTHLY ACTIVITY REPORT - ADMINISTRATION
DATE: January 9, 2025



Activity Summary (December 1 – 31, 2024)

The following highlights my work activities for the reporting period:

1. Attended December 5 San Diego County Fire Chiefs Annual Luncheon.
2. Attended November 9 with Director's Gomez & Ploetz the Vista Fire Department Badge Pinning Ceremony
3. Coordinated and participated in the 2:2:1 meeting (December 9 & December 10) in advance of monthly board meeting.
4. Prepared agenda items and supporting reports for December 11 Board of Directors meeting.
5. Prepared all accounts payable and financial reports.
6. Coordinated and attended the Ethics Workshop Training (required by AB1234) December 11
7. Attended December 11 Board of Directors meeting.
8. Attended December 17 meeting with Streamline re: upcoming changes effective July 1, 2025
9. Attended San Diego County Fire Chiefs Association Administrative Section meeting & holiday luncheon
10. Met (in person) December 19 with Director Ploetz
11. Attended (via Zoom) December 19 the Fire Hazard Severity Zone Mapping webinar
12. Met December 26 (in person) with President Elliott re: investments
13. Met December 30 (phone) with California CLASS
14. Met December 30 (via Zoom) with Directors' Elliott, Ploetz and Cardinale (legal counsel)
15. Prepared and posted Notice of Vacancy to the Vista Fire Protection District

The highlights do not include emails, phone calls, website updates, and other requests for review/comments on district topics.

ORDINANCE NO. 2025-01

AN ORDINANCE OF THE VISTA FIRE PROTECTION DISTRICT OF SAN DIEGO COUNTY ESTABLISHING A SCHEDULE OF FEES FOR EMERGENCY MEDICAL SERVICES

WHEREAS, the Vista Fire Protection District of San Diego County (“District”) is a fire district recognized and operating pursuant to the Fire Protection District Law (Health & Safety Code § 13800, *et seq.*, the “Act”) with authority to provide prehospital emergency medical services, Advanced and Basic Life Support Services, including ground ambulance services (cumulatively “emergency services”), throughout the entirety of the District Territory and appurtenant ambulance service areas pursuant to California Health & Safety Code section 1797.201;

WHEREAS, the Act, and specifically Health and Safety Code section 13916, empowers the District to enact an ordinance and charge a fee to cover the cost of any service which the District provides, provided that no fee charged by the District may exceed the reasonable costs borne by the District in providing the service for which the fee is charged;

WHEREAS, the District provides emergency services to individuals within the District through a contract with the City of Vista and the Vista Fire Department (jointly the “Department”), and the District compensates the Department in consideration for such services in an amount equal to the service fees collected;

WHEREAS, the Department has commissioned an Ambulance Rate Study dated September 18, 2024 (the “Study”) which examined the Department’s cost of providing emergency services and concluded that existing service costs exceed existing fee revenues, and as a result recommends the adoption of new or increase of existing emergency service fees to more fully recover the cost of providing such services, as the recommended fees are more fully described in the Schedule of Fees included in Exhibit “A” hereto (“Schedule of Fees”);

WHEREAS, this ordinance was introduced at a meeting of Board of Directors for the District (“Board” on December 11, 2024, and consistent with the requirements of Health & Safety Code Section 13916, public notice of the District’s intent to adopt establish and impose the Schedule of Fees was published pursuant to Section 6066 of the Government Code, any required mailed notice of the hearing was provided, and the Study was made available to the public;

WHEREAS, on January 15, 2025, the District Board held a duly noticed public meeting at which it considered the Study, all objections and protests to the proposed Schedule of Fees, and all other matters presented in connection with this ordinance; and

WHEREAS, all legal requirements for adoption of this ordinance have been met.

NOW THEREFORE, the Board of Directors of the Vista Fire Protection District of San Diego County does hereby ordain as follows:

Ordinance No. 2025-01

SECTION 1. Recitals.

The foregoing recitals are true and correct and incorporated as substantive findings and a part of this ordinance.

Section 2. Authorization and Purpose.

Pursuant to the Fire Protection District Law of 1987 (Health and Safety Code sections 13800 *et seq.*, the “Act”) and other applicable laws, the purpose of this ordinance is to establish emergency medical services fees that are no more than necessary to cover the reasonable costs of the District’s governmental activities, and to ensure that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor’s burdens on, or benefits received from, the District’s governmental activities. The provisions of this ordinance are intended and shall be applied consistent with the provisions of Health and Safety Code section 13916 and other laws pertaining to fee schedules. Except as otherwise indicated, the definitions of the Act are incorporated herein, and this ordinance shall be interpreted in a manner consistent with the Act.

SECTION 3. Findings.

In adopting this ordinance the Board of Directors for the District does hereby find and declare that: (1) no fee included in the Schedule of Fees exceeds the costs reasonably incurred by the District in providing the service or enforcing the regulation for which the fee is charged; (2) the fees set forth in the schedule of fees adopted by this ordinance are not a tax as defined by section 1(e) of Article XIII C of the California Constitution and are exempt from voter approval under that section, in that the fees are no more than necessary to cover the reasonable costs of the governmental activity, and the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor’s burdens on, or benefits received from, the governmental activity; and (3) the schedule of fees does not include any fees on new construction or development for the construction of public improvements or facilities or the acquisition of equipment.

SECTION 4. Fee Schedule.

The District hereby adopts and approves the schedule of fees that is attached hereto as “Exhibit A” and entitled “2025 Emergency Medical Services Schedule” and all individual fees that are set forth in the schedule of fees.

SECTION 5. Future Fee Increases

- A. The District finds and declares that: (1) the 43 U.S.C. § 1834(l)(3)(B) of the Social Security Act establishes an inflation factor, known as the API, that is equal to the percentage increase in the consumer price index for all urban customers CPI-U) for the 12-month period ending with June of the previous year for updating payment limits that Medicare carriers use to determine how much to reimburse providers and suppliers of ambulance services; and (2) The Consumer Price Index (CPI) Series Title Medical Care in the U.S. City Average, All Urban Consumers, Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics

Effective:

Ordinance No. 2025-01

establishes a CPI index inflator as a percentage change for the twelve (12) month period ending December 31 of the preceding calendar year.

- B. Subject to approval by the Board by resolution at a regularly scheduled meeting, the fees set forth in the schedule of fees may be adjusted annually, beginning July 1, 2025, and each July 1st thereafter, in conformity with the Ambulance Inflation Factor (“AIF”) by the percentage change in the Consumer Price Index Series Title Medical Care in the U.S. City Average, All Urban Consumers (CPI-U), Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve (12) month period ending December 31 of the preceding calendar year.

SECTION 6. Other Fees Unchanged.

This ordinance pertains only to the fees listed in the attached schedule of fees and does not supersede, replace, or amend any other existing fees or charges that have previously been adopted or approved by the District. This ordinance is not intended and does not serve as a comprehensive fee schedule, and all other preexisting fees, charges, and rates shall remain in full force and effect.

SECTION 7. Severability.

If any section, subsection, sentence, clause or phrase of this ordinance, or the fee schedule or any fee therein, is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this ordinance or fee schedule. The Board hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause or phrase hereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or fees be declared invalid or unconstitutional.

SECTION 8. CEQA.

The Board finds the introduction and adoption of this ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3)(the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 9. Effective Date.

This Ordinance and the Fee Schedule shall become effective on March 1, 2025, and within fifteen (15) days of passage, shall be published once with the names of the Directors voting for and against it, in the San Diego Union Tribune, a newspaper of general circulation in this District.

Ordinance No. 2025-01

Passed and Adopted on (DATE), by the following roll call vote:

| MOTION (NAME) | SECOND (NAME) |
|---------------|------------------|
| AYES: | (Director Names) |
| NOES: | (Director Names) |
| ABSTAIN: | (Director Names) |
| ABSENT: | (Director Names) |

The first reading of the Ordinance was introduced and passed at a regular meeting held December 11, 2024. Second reading of the Ordinance and passed at a regular meeting on January 15, 2025. PASSED, APPROVED and ADOPTED this (DATE) day of (MONTH) at the regular meeting of the District Board of Directors held at 450 S. Melrose Drive, Vista, California 94563 on (MONTH) (DATE), 2025, on a motion made by Director (NAME), seconded by Director (NAME), and carried with the following roll call vote:

| | |
|----------|------------------|
| AYES: | (Director Names) |
| NOES: | (Director Names) |
| ABSTAIN: | (Director Names) |
| ABSENT: | (Director Names) |

Attest:

By:

Karlana Rannals
Board Clerk

John Ploetz
President, Board of Directors

Effective:

Ordinance No. 2025-01

I certify that this is a full, true, and correct copy of the original document which is on file in my office, and that was passed and adopted by the Vista Fire Protection District on the date shown.

ATTEST:

Karlana Rannals
Board Clerk

Effective:

Ordinance No. 2025-01

Exhibit A

VISTA FIRE PROTECTION DISTRICT EMERGENCY MEDICAL SERVICES FEE SCHEDULE EXHIBIT A

1. First Responder Fee \$981

This fee will be applied to all Vista residents and Vista non-resident treatment and release bills where a Vista ALS fire engine arrives on scene and a patient assessment is performed resulting in the generation of a patient care report.

2. Transport Fees

| | |
|---|---------|
| Resident Advanced Life Support 2 (ALS2) | \$3,629 |
| Non-Resident Advanced Life Support 2 (ALS2) | \$3,629 |
| Resident Advanced Life Support (ALS) | \$3,629 |
| Non-Resident Advanced Life Support (ALS) | \$3,629 |
| Resident Basic Life Support (BLS) | \$3,629 |
| Non-Resident Basic Life Support (BLS) | \$3,629 |
| Mileage (per loaded mile or fraction) | \$27 |

3. AMA/Treat and Release

This will include the first responder fee plus any of the following additional charges that apply.

4. Procedures/Supplies

| | |
|--|------|
| Oxygen | \$65 |
| EKG (for Medi-Cal patients only if they receive service) | \$20 |
| Intubation (ET/LMA/King) | \$60 |
| Defibrillation/Cardioversion | \$60 |

5. Disposable Charges

| | |
|-----------------------------|------|
| Disposable Supplies Level I | \$65 |
|-----------------------------|------|

- If any of the following supplies are used on a patient, they will incur a single charge for Disposable Supplies I, unless one of the items listed under Disposable Supplies II is used, then they will receive the Disposable Supplies II fee.

- Items included in Disposable Supplies Level I include ECG, glucose monitor, medication administration (IV, IM, IN, Nebulized) NG/ OG, restraints, cervical/spinal stabilization, bleeding control/splinting/bandaging, splinting, suction.

Ordinance No. 2025-01

Exhibit A

Disposable Supplies Level II

\$150

- If any of the following supplies are used on a patient, they will incur a single charge for Disposable Supplies II, and the Disposable Supplies I fee will not be added.
- Items included in Disposable Supplies Level II include CPAP, airway management/adjunct, Magill forceps, cardiac pacing, childbirth, interosseous, CPR, needle decompression, chest seal.

6. Pharmaceuticals

Pharmaceuticals

Cost+ 55%
(Rounded to the
nearest dollar)

7. AIF and CPI-U Annual Adjustment

First responder fees, ambulance transport fees, and add-on charges adjusted annually, beginning July 1, 2025, and each July 1st thereafter, in conformity with the Ambulance Inflation Factor {AIF) by the percentage change in the Consumer Price Index Series Title Medical Care in the U.S. City Average, All Urban Consumers (CPI-U), Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve (12) month period ending December 31 of the preceding calendar year.

TO: BOARD OF DIRECTORS
FROM: CHRISTOPHER CARDINALE – DISTRICT LEGAL COUNSEL
SUBJECT: BUENA CREEK FUELS REDUCTION PROJECT
DATE: JANUARY 9, 2025



BACKGROUND

At the request and recommendation of Director Ploetz, the Board has previously discussed the need and preliminary options for facilitating a fuels reduction project along Buena Creek Road (“Buena Creek Project” or “Project”). Given the limited staffing and financial resources of the District, the Board expressed interest in seeking grant funds to cover Project costs. In early December, Deputy Fire Chief Bret Davidson advised the Administrative Manager of a grant opportunity that was potentially a fit for the Project, and the Administrative Manager subsequently forwarded the opportunity to the District’s grant consultant for preliminary review. Because the application deadline is February 28, 2025, Director Ploetz and President Elliot requested staff review and summarize the opportunity for the Board’s consideration.

Community Wildfire Defense Grant: USDA Forest Service

To that end, the USDA Forest Service (“Department”) is now accepting applications for the Fiscal Year 2025 Community Wildfire Defense Grant (“Grant”). The purpose of the Grant is to assist at-risk local communities with planning for and mitigating against the risk created by wildfire. Eligible applicants include units of local government that represent communities located in an area with a risk of wildfires, and two primary activities may be funded: (1) awards of up to \$250,000 for developing or revising of Community Wildfire Protection Plans (“CWPP”), and (2) awards of up to \$10,000,000 for implementing projects described in an existing CWPP that is less than ten years old. The Grant opportunity prioritizes proposals that meet any or all of the following three (3) priorities: (1) located in an area identified as having a high or very high wildfire hazard potential; (2) benefits a low-income community; or (3) located in a community impacted by a severe disaster within the previous 10 years.

Based on a preliminary review by the District’s grant consultant and staff, and with reference to the Department’s online “Grant Eligibility Tool,” the District appears to satisfy two of these priority criteria: (1) it is an “at risk” community with a 100% higher wildfire risk to homes when compared to other counties in the nation, and (2) the District has been impacted by a severe disasters in the past 10-years that have increased wildfire risk. Additionally, because San Deigo County is considered an “underserved community” with reference to wildfire services, the District appears to qualify for a waiver of the local match requirement that is otherwise required by the Grant. This local match requirement is 10% for proposals to develop / update a CWPP, and 25% for proposals to implement a project included in a CWPP.

The Buena Creek Project also appears to qualify as a permissible use of Grant funds. The District previously funded the completion of the 2024 Community Wildfire Protection Plan in collaboration with the Vista Fire Safe Council, and the plan which lists fuels treatment and restoration of Buena Creek as a priority for structural hardening of the area against future wildfire. If awarded, Grant funds could be used to complete fuel reduction and vegetation treatments in the area on both public and private lands, and work may include fuel breaks,

thinning, pruning, landscape modifications, and similar activities intended to modify or break up the fuels in such a way as to lessen wildfire risk. A full list of permissible expenditures is included in Attachment A to this report.

Grant Application Requirements

In order to be considered, Grant applications for fuel mitigation projects must consider all elements required to implement treatments on the ground, such as acquiring the necessary permits and consultations needed to complete plans and assessments, as well as treatment prescriptions, measures of success, and necessary maintenance treatments in areas where woody vegetation regrows rapidly. For this reason, if the Board desires to pursue this opportunity, staff recommends the Board review the Grant Application and Scoring Criteria outlined below and provide direction where appropriate.

To aid the Board’s review and discussion of these matters, sample “high scoring” responses from past Grant proposals are included in Attachment B.

- 1) Project Description (10 points):** Define the scope of the project, what it proposes to accomplish, why it is important, and how it links to the national Cohesive Wildland Fire Management Strategy, State Forest Action Plan, and local CWPP.

Board Discussion Item: Desired geographical scope of project. See **Attachment C** for a map of the area.

- 2) Budget (10 points):** Complete the fillable budget form (immediately below) and provide a narrative describing how grant funds will be spent with specific detail for each expenditure, including expenditures by line item, sources of match, and how expenditures are applicable and relevant to the goals and objectives of the project.

Board Discussion Item: Manner and means of developing project budget (i.e., county staff, city staff, third-party contractor / consultant).

| | Grant | Match | TOTAL |
|-------------------------|------------------------|--------------------------|---------------------------|
| | Funds Requested | Non-Federal Funds | Total Project Cost |
| Personnel/Labor: | | | |
| Fringe Benefits: | | | |
| Travel: | | | |
| Equipment: | | | |
| Supplies: | | | |
| Contractual: | | | |
| Other: | | | |
| Indirect Costs: | | | |
| TOTAL: | | | |

- 3) Accomplishments (10 points):** Clearly define how a project will be accomplished, timelines and milestones, and measures and metrics of progress that are specific, measurable, achievable, realistic, and timely.

Board Discussion Item: Grant timeline is 5-years, including planning, implementation, and monitoring / management. Timelines should be realistic given limited staffing.

4) **Collaboration (10 points):** Clearly define collaborative elements including support from partners, agencies, landowners, and communities. A project proposal must identify partners that will be actively engaged in carrying out the project and add value to project planning and implementation, with a description of each partner's role. Collaboration may be qualitative in nature.

Board Discussion Item: Mechanisms for gaining support from and active involvement by relevant city, county, state, or private parties before application deadline.

5) **Landscape Impacts (10 points):** Clearly define the scale of the project including relationships with past, present, or future projects that, when combined, offer more benefits than when taken individually. The overall landscape that the project influences, in addition to the defined project area, should be clearly described, as well as the land ownerships within the area. Specify areas targeted for planning or mitigation. Clearly describe each proposed activity and include details on where they will be occurring. Include the approximate number of structures that will benefit from the proposed action.

Board Discussion Item: Need to identify similar projects completed or planned for the area by neighboring jurisdictions.

6) **Project Sustainability (10 points):** Clearly define how or if the project will sustain itself after the grant period is over. Any steps or plans that will be carried out to continue the project benefits beyond the life of the grant should be described, as well as who or what organizations will be responsible.

Board Discussion Item: Means and mechanisms for funding and managing improved area after expiration of grant period.

7) **Low Income Community (10 points):** To receive priority points the application must clearly demonstrate and document whether the project benefits a low-income community, as defined.

Note: District does not qualify as low-income community.

8) **Affected by a Severe Disaster (10 points):** Has all or part of the project area been impacted by a severe disaster that impacts wildfire risk and/or hazard? If yes, in order to receive priority points the application must clearly demonstrate and document whether the project benefits a community that has been impacted by a severe disaster within the previous ten (10) years and clearly exhibit how the severe disaster increased wildfire risk and/or hazard and was of a scale and scope to have had landscape impacts.

Note: District has experienced several such incidents that directly or indirectly bear on wildfire risk, including COVID-19, flooding, and fires in the region.

9) **Area of Wildfire Hazard Potential (20 points):** To receive priority points the application must clearly demonstrate and document whether the project is located in an area identified as having high or very high wildfire hazard potential as defined by a local, state, Tribal, regional, or national wildfire hazard potential assessment.

Note: District satisfies this priority criteria.

Grant Terms and Conditions

Staff also recommends that the Board review and consider the following terms, conditions, and requirements of the Grant which may impact the contents of the Application and how the Project is implemented:

- **Identify a “Lead Agency”:** Grant applications must identify the “lead agency” that will have primary responsibility for coordinating project work and reporting. Because of the District’s limited staffing resources, the Board may consider inquiring as to the City or County’s willingness to serve in this role.
- **Cost Overages:** If actual total project costs exceed the budgeted costs approved in the Grant award, the District will be responsible for paying for cost overages from its general fund; and is a risk factor the Board should consider.
- **Grant Timeframe:** Projects must be completed within five (5) years.
- **State Coordination:** Applicants are highly encouraged to coordinate with the State Forestry Agency in developing proposals. If the Board desires to pursue the Grant it is recommended staff communicate and coordinate with State representatives early in the application process.
- **Reporting:** Projects will be required to provide financial reports to the grant’s administrator on a quarterly basis, and project performance reports on an annual basis; thereby increasing administrative burdens on the District. Note that reporting / auditing requirements for federal grants are strict and specific; noncompliance may result in a requirement to reimburse Grant funds.
- **Procurement Formalities:** All labor and materials used to implement the Project must be purchased in accordance with the District’s competitive bidding and procurement requirements. To ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids must be excluded from completing on subsequent procurement (e.g., it is impermissible to award a noncompetitive contract to a consultant that is already on retainer). (Title 2, Subtitle A, Chapter II, Part 200, Subpart D, s. 200.319.)
- **Labor Standards:** All laborers employed for performance of construction work in excess of \$2,000 must be paid prevailing wages.
- **Roofing Ordinance** (not requirement for eligibility but may dictate available source of funds): Applicants must verify if they currently have in place a code, ordinance, or regulation pertaining to wildfire exposure protection that requires that roofs for new building construction as well as the reroofing or replacement of a roof on existing buildings adheres to standards that are similar to, or more stringent than the roof construction standards established by the NFPA.

CONCLUSION

Given the imminent grant deadlines, if the Board desires to pursue this opportunity it is recommended that the Board give direction needed to complete and submit the Grant Application. Depending on the direction given by the Board on the various topics outlined above, options for moving forward may include the following:

- Directing the Administrative Manager to work with the Fire Chief, General Counsel, and the City's Grant Consultant to complete and submit a Grant Application and to take actions reasonably necessary in connection therewith;

- Directing the Administrative Manager to coordinate with the City or County to: (a) serve as the lead agency for the Grant; (b) provide staffing support for developing the application or project implementation; or (c) expressing support for the application; and/or

- Authorize or approve a contract with a professional grant writer to complete and submit an application on the District's behalf (maximum compensation may not exceed \$30,000 without an RFP), with necessary support from the Administrative Manager, Fire Chief, and General Counsel.

Attachment A
Sample Top Scoring Responses from Past Grant Rounds

Narrative Question 1: Project Description Sample

XXXXX County is a mostly rural, XXXXX State community with nearly 100 miles of coastal shoreline nestled against an abundance of mountainous forest lands much within the XXXXX National Park and XXXXX National Forest. Over two million tourists per year visit our County to access the XXXXX National Park. Four sovereign Native Tribes reside in XXXXX County: the XXXXX Tribe, the XXXXXX Tribe, the XXXXX Tribe, and the XXXXX Nation. XXXXX County's Emergency Management Division has long seen the value of collaborating with our community stakeholders (split into five operational Fire District areas) in addressing the emergency mitigation and response planning for the myriad of hazards endemic to our unique geography: flooding, landslides, Cascadia subduction earthquakes/tsunamis, drought and wildfires. Recently, these stakeholders came together to analyze and revise our All Hazards Mitigation Plan. One of the key take-aways was the realization that the County needed to update its 2009 Community Wildfire Protection Plan (CWPP) as climate change is accelerating the risks faced in our communities and more people are moving to areas adjacent to wildlands, resulting in more homes and lives at risk.

According to XXXXX State Wildland Fire Protection 10-Year Strategic Plan (published XXXXX State Department of Natural Resources, XX/XX/XXXX), the occurrence of severe or uncharacteristic fires is expected to increase in both eastern and western (state). Personal, equipment, air resources, advanced data, technology, and information systems- as well as community capacity improvements and other resources- will need to be developed and deployed to deal with this increasing risk. Likewise, the depiction of the Western Regional Context from the 2014 National Strategy accurately depicts the situation we face currently in XXXXX County: Residents suffer from smoke in the air through much of the summer . . . these environmental conditions, along with the effects of an expanding WUI underlie four broad areas of risk: risk to firefighters and civilian safety, ecological risks, social risks and economic risks.

We recognize that forest-land managers (commercial, private, state and federal), elected officials, policymakers, land use planners, first responders, developers and residents all play a role in facilitating a comprehensive strategy to effectively address solutions to the most challenging wildfire hazard risks. The success of these stakeholders in developing successful strategies depends upon a CWPP that is current on the science and the land use policy relating to wildfire mitigation. In order to best understand the barriers, opportunities and solutions to reducing wildfire risk in our communities, we must have a CWPP that has been newly developed to (1) fully analyze and describe the escalating fire risks of climate change; (2) provide updates on our current and future demographics, telecommuting and land use patterns, (3) clearly define XXXXXX County's wildland-urban interface areas and use this information to develop appropriate land use policies and regulations (including a Wildland-Urban Interface Code) that reduces susceptibility to wildfire exposure, and (4) provide to these very stakeholders much needed awareness of the recent legislative and policy efforts by XXXXXX State to develop land use measures for fire adaption. With such a revised CWPP, our stakeholders will be in a much better position to craft effective mitigation and risk reduction strategies for our at-risk Wildland-Urban Interface communities.

Narrative Question 2: Project Budget Explanation Sample

We are requesting a grant waiver so will not discuss sources of match.

This budget is designed to maximize acres treated and is broken into four primary categories: Project administration and management categorized as personnel/labor and fringe benefits; Mechanical fuels reduction categorized as contracting; Hand crew fuels is reduction categorized as contracting; Thermal fuels reduction (prescribed fire) categorized as contracting.

92% of the budget is in the contracting category and will be used to pay contractors and collaborators to execute fuels reduction projects strategically designed to enhance safe and effective wildfire responses, create communities adapted to and better prepared for fire, and build more resilient landscapes in a fire adapted ecosystem through the implementation of prescribed fire.

Additional dollars are allocated to travel (mileage) and supplies to support administrative staff for site visits, computers, software/mapping subscriptions, etc.

Personnel/Labor: These costs are project staff administration and management time to administer the contracting of the work proposed. XXXXX staff will oversee and manage all contracts let under this grant and ensure compliance with USDA rules and regulations.

Fringe Benefits: These costs cover the fringe benefits for above project management staff.

Travel: These costs are for reimbursable mileage for project management staff to visit work sites, project meetings, and general project related travel.

Equipment: There is no equipment costs in this proposal.

Supplies: These costs are for computer, software, mapping programs, and misc. supplied for project management staff.

Contractual: These costs are to implement fire mitigation treatments along approximately 140 miles of evacuation routes and potential control lines (PCLs) that have been identified and prioritized in the 2018 XXXXX County CWPP as amended in 2022. All targeted PCLs have been identified by XXXX DNR as part of the HBXXXX 20-year Forest Health Planning Process or by local DNR fire staff for areas outside of the Landscape Evaluations. All evacuation routes are also PCLs. In addition, the contracting budget calls for the treatment of an additional 900 acres through prescribed fire. In many cases our proposed PCL work will tie directly to completed or planned treatments by the USFS and the (state) DNR. For example, our proposed work on XXXXX down and across XXXXX will tie into planned USFS XXXXX Project creating a second exit route from the XXXXX Valley and a large fuels break from XXXXX to XXXXX - a large catcher's mitt that will mitigate fire threats to multiple communities. In addition, our proposed work from XXXXX down to the XXXXX Valley will complement multiple completed treatments.

This budget is driven by an estimated per mile rate for combined mechanical and hand fuels treatment of \$2400/ac and 24 acres per mile of treating 200 feet on either side: $5280 \text{ ft/mile} \times 200 \text{ ft treatment} / 43,500 \text{ sq ft acre} \times \$2,400 = \$52,262$

Our per acre cost budget of prescribed fire is \$1200 - a bit higher than average but all of our work is in the WUI.

Crews will perform a combination of mechanical and hand work to build PCLs by thinning, brushing, and limbing shaded fuel breaks 100 feet wide on either side of the roadways according to the standard WA DNR pre-commercial thinning practices prescription.

Accomplishing fuels reduction through prescribed fire costs significantly less than machine or hand treatments. Therefore, in certain locations where property owners are receptive to the use of fire, we will contract for prescribed fire operations to continue the buildout of PCLs.

Specifically, our collaborators in XXXXX County have worked together on an interagency approach to prescribed fire XXXX County (XXX) Fuels - and have successfully burned over 250 acres since 2017 with annual totals rising from 12 acres in 2017 to 154 in 2021. In 2022 XXX Fuels crews prepped over 300 acres and are working to burn them as we write this grant. This grant asks for \$900,000 to support XXX Fuels efforts to burn 150 acres per year for the grant duration or a total of 750 acres primarily along the XXXXX Ridge - a high priority PCL that protects the communities of XXXXX, XXXXX, XXXXX, and XXXXX.

In addition, State Lands has some units in the XXXXX State Forest that are conducive to prescribed fire and complement PCLs therefore we are asking for \$240,000 to treat 200 acres there.

Other: We have no funds in the other category.

Indirect Costs: In an effort to put as many dollars into work on the ground the XXXXX County Conservation District will charge the de-minimums 10% overhead allocation only on salary and benefits.

Narrative Question 3: Accomplishments Sample

By the end of the project period, this funding will result in an updated and modernized county-wide Community Wildfire Protection Plan for XXXXX County.

To achieve this goal, XXXXX County will aim for the following timeline after receiving the grant award:

1st quarter, 1st month: set schedule for the core team, promote CWPP update to the public through social media & local paper, notify potential additional stakeholders.

1st quarter, 2nd month: initial collaboration/stakeholder meeting (introductions, intent, milestone/targets, assignments)

1st quarter, 3rd month: stakeholder meeting (due assignments, initial mapping review, milestone/target progress)

2nd quarter, 1st month: prior to the 10th; grant quarterly report/reimbursement

2nd quarter, 1st month: stakeholder meeting (draft assignments published and reviewed, map review, milestone/target progress update)

2nd quarter, 3rd month: stakeholder meeting (draft changes update, mapping update, milestone/target progress update)

3rd quarter, 1st month: prior to the 10th, grant quarterly report/reimbursement

3rd quarter, 1st month: stakeholder meeting (draft CWPP review, assignments on changes, if any)

3rd quarter, 2nd month: public information/outreach on draft CWPP review meeting

3rd quarter, 3rd month: present draft CWPP to DNRC and County Commissioners for approval

4th quarter, 1st month; before the 10th, grant closeout

XXXXX County and project partners are committed to a collaborative and data-driven process for updating their CWPP. To this end, they will track measurable outcomes such as number of meetings held (target =5), number of outreach campaigns conducted(target =2), number of non-agency personnel engaged (target = 10, approximately 1% of the county's overall population), and number of wildfire risk mapping sessions (target = 2).

Less tangible are the public awareness benefits received by updating a CWPP. Through the outreach process, XXXXX County will educate community members on the realities of wildfire risk within their community, as well as their role in reducing these risks. The final action plan will include a continued outreach and education campaign.

In addition, by pursuing a CWPP update, XXXXX County will produce an updated WUI layer and action plan that better reflects the current wildfire risk realities on the ground. This will allow for allocation of funding and resources at the federal, state, and local level to the highest-risk and highest-priority areas of a community, and will help to drive protection, planning, response, and mitigation projects throughout the community each year.

Narrative Question 4: Collaboration Sample

This project builds on the work of the XXXXX Community Forest and Fire Project (CCFFP) conducted by the XXXXX Forest Health Partnership to continue and maintain defensible space treatments, increase community wildfire education and awareness, and provide for a sustainable, community-driven wildfire mitigation program. Partners in the CCFFP are working with multiple partners from XXXXX in this effort, including:

XXXXX is the grant applicant and will provide administration of all funding and reporting requirements. XXXXX is a core partner in the CCFFP and will bring resources to this project including landowner contacts, GIS mapping for identifying treatment and maintenance areas, outreach/education materials, technical support for forestry and watershed issues, and project management (primarily in Year 1). XXXXX helped develop and implement private lands treatments in the CCFFP, and will bring that knowledge of local conditions, resource needs, contractors, and feasibility to the planning and implementation of defensible space treatments.

XXXXX Fire and Rescue is the proposal cooperator (community contact) for this project, and the entity that will grow in capacity to lead the project in Years 2-5. XXXXX will hire a part-time Mitigation Specialist to run all elements of this program, including the contracted defensible space treatments; the development of the brush dump program; and the design, purchase, and use of the fire education trailer. XXXXX brings strong leadership, community connections, facilities/infrastructure, and a vision for a safer community. XXXXX also brings grant/project management experience and has recently secured funding for electronic bulletin boards and a siren for emergencies, and a Type 6 Wildland Firefighting Engine. XXXXX will be working closely with the XXXXX State Fire Marshals Office as the building and defensible space codes are rolled out as part of Senate Bill 762, and to identify funding and other resources available through their Fire Risk Reduction division that will be relevant to this project.

XXXXX is a community group with the mission to support ideas and activities that foster community prosperity, health, and well-being in the greater XXXXX area. In the wake of the 242 Fire of 2020, XXXXX responded to community interest and need to provide greater wildfire protection, education, and response, and has since secured four grants for: a community survey and response plan, a Type 6 Wildland Firefighting Engine for XXXXX, and a 30,000-gallon water storage tank for XXXXX Station 3. XXXXX, through its XXXXX Community Builders program, will help in the development and implementation of outreach and education materials, including the trailer, with input received from the community surveys and connection with local schools and events.

XXXXX is a collaborative group of Federal, State, and local agencies, NGOs, and private landowners with the mission to facilitate restoration projects on public and private forestland in XXXXX Counties through education, outreach, and diverse partnerships. XXXXX coordinated the CCFFP and has brought more than \$7million into the XXXXX area for cross-boundary forest health and wildfire risk reduction projects. XXXXX is committed to helping XXXXX take on the continued treatments and maintenance for sustained benefits of the work, and core partners, including XXXXX Department of Forestry, US Forest Service, and XXXXX will continue to provide technical support throughout the life of this project to ensure success. XXXXX Department of Forestry (XDF) - XDF has implemented a defensible space program in the XXXXX area for years, most recently with a \$300,000 XXXXX grant. This program has provided a strong foundation of community awareness and interest in fuels reduction work, although its limited capacity, funding, and other priorities has left a long waiting list of interested program participants. XDF will work with XXXXX to share landowner contacts and other lessons learned to get the XXXXX defensible space treatment program started.

Landscape Impacts Sample

The project area of the XXXXX County Wildfire Defense Project encompasses nearly 300,000 acres of varied, fragmented ownership (federal, state, industrial timber, small private, conservation trusts, etc.) immediately adjacent to the 1.3-million-acre XXXXX National Forest. Mixed conifer forests dominate the area, though changes in forest type occur with elevation change, aspect and other drivers of plant communities. Weather patterns are shaped by the XXXXX River Gorge, renowned for high winds that funnel through the unique gap in the XXXXX mountains. Mt. XXXXX, at the north end of the project area, has experienced three major wildfires since 2008, burning over 70,000 acres of mostly federal, state and tribal lands. Fortunately, these fires were stopped before burning into the communities (including several thousand homes and structures) that are the focus of the proposed

mitigation work. Proactive planning and fuels management needs brought the collaborators on this proposal together long before the CWDG program was announced.

Community-influenced fuels reduction projects began at a very small scale in the early 2000s. Several community-based CWPPs were written at this time. Capacity among the project proponents was just emerging and initial efforts focused on chipper programs for small landowners (coordinated by UCD) and forest management support, especially to family forest owners and the conservation community, by XXXXX. Contractor capacity was soon identified as a challenge to scaling up mitigation efforts. In response, in 2018 XXXXX launched a fuels crew that has grown with each successive year. Concurrently, XXXXX state DNR, with support of the Legislature, began making major investments in forest health and wildfire risk reduction. XXXXX, working with the XXXXX Collaborative Group, secured over \$1M to lead fuel break construction and prescribed burn unit preparation on over 1,100 acres of federal lands near the community of XXXXX Lake.

The XXXXX Gorge National Scenic Area that bounds the southern extent of the project area has made similar investments in fuels management and prescribed burning on federal lands in recent years, treating 100 to 200 acres annually on the XXXXX Stats side of the XXX.

While several smaller investments have been made on private lands within the project area, the work that is the subject of this proposal represents a critical investment that scales and connects these collective efforts, past and future, into an effort with landscape level significance. The proposed fuel breaks are not only CWPP priorities, but areas critical as PCLs and PODs as presented by state and federal partners in recent analyses. This proposal is also complementary to a proposal being submitted by the XXXXX Nation for adjacent, mixed ownership lands in an area known as Tract D within the exterior boundaries of the XXXXX Reservation. Together, the proposed mitigation work and past projects in the region strengthen one another, incrementally addressing areas of vulnerability that surround the rural communities of west XXXXX County.

Narrative Question 5: Project sustainability Sample

XXXXX County has experienced significant disaster-related impacts due to wildfire in recent years, resulting in loss of revenue to XXXXX County in the tens of millions of dollars annually.

Even though the effect of not having a comprehensive DSI program was readily apparent during the recent fires, the loss of revenue has made funding projects such as a DSI program impossible.

As reconstruction and repopulation of the fire areas continues over the coming years, tax revenue will return, providing funding to continue and grow the DSI program into the future.

With the loss of over 21,000 structures in XXXXX County due to fire disasters since 2017 has come a significant reduction in property tax, sales tax, and other once reliable sources of county revenue.

The significant post-fire expenditures compound the millions of dollars in ongoing roadway and infrastructure repairs associated with emergency response to the 2017 XXXXXX Disaster (FEMA ID XX-00000-XX), causing a loss of county General Fund revenues of tens of millions of dollars along with millions of dollars in increased (and unreimbursed) expenditures annually.

In an effort to cushion the impact of this loss of revenue, the State of XXXXX backfilled a portion of the lost taxes for a few years after the 2018 XXXXX Fire. This provided the county an opportunity to recalibrate services to match post-disaster revenue.

In the meantime, XXXXX County has been actively seeking additional financial assistance from a number of sources, including FEMA and other federal, state, and local public, private, and philanthropic organizations.

In 2020, XXXXX was able to secure two-year grant funding for two seasonal DSIs and one supervisor that will end in spring, 2023. The plan was to transition the DSI program funding to XXXXXs budget at the completion of the grant term.

Unfortunately, the loss of over 2,500 additional structures to the 2020 XXXXX and 2021 XXXXX Fires further impacted county revenues and introduced additional complexities into determining the county's current economic equilibrium.

As a result, XXXXX County faced fiscal instability when the state backfill ended a year or so ago and, in 2022, XXXXX was forced to close one fire engine and displace 6 fire suppression personnel due to a 10% reduction in XXXXXs budget.

For these reasons, funding to continue the currently grant funded DSI positions will not be available when the funding ends in spring, 2023.

The good news is that the grant funding ending in 2023 provided XXXXX an opportunity to successfully demonstrate proof of concept. This also enabled XXXXX to identify shortcomings in the DSI program plan and strengthen XXXXXs collaborative relationships with our partner agencies.

Since the 2020 grant started, XXXXX has successfully reached the inspection benchmarks established in our original grant application. Those production rates were used to develop accurate staffing needs and the programmatic goals of this application while allowing development of a more clear vision for the DSI program moving forward.

One area of improvement we identified is the use of seasonal versus year-round DSIs. The original intent was to balance expenditures with the peak inspection season of early spring to early fall. However, we have realized that significant community outreach and education efforts can be made in fall and winter that would improve landowner compliance during the peak inspection season.

Also, while the grants inspection quantity goals have been met, this success has spotlighted a key shortcoming of our previous grant request the lack of capacity within the XXXXX County Department of Development Services Code Enforcement (CE) Division.

Currently, CE does not have sufficient personnel to follow through to completion on each of the approximately 60 parcels that XXXXXs DSI supervisor refers to CE each year. As a result, there is a backlog of parcels that have remained non-complaint after XXXXXs DSIs made multiple attempts at constructively working with the landowner to self-abate.

Since CEs current officers are also engaged in a wide range of other CE issues ranging from illegal dumping to non-permitted construction to abandoned vehicles, CE does not have the personnel available to either engage in a firmer discussion with persistently non-complaint landowners to encourage self-abatement or to evaluate parcels for legal action such as citation or forced abatement.

One other area we have identified for improvement is the lack of administrative support. Currently, our DSIs and CE officers must complete and file all documentation, perform computer data entry, answer public phone inquiries, and address a wide range of other routine office-related tasks that reduce the amount of time spent in the field conducting inspections or meeting with landowners.

In addition, when the DSIs and CE officers are in the field, no one is in the office to answer the phone, leading to a list of return phone calls that must be handled upon returning to the office. Many of these tasks and phone calls could be handled by an administrative assistant.

Including both a CE officer and an administrative assistant in this CWDG proposal will help mitigate these shortcomings.

As the county adjusts the scope of services provided to match post-disaster revenues more closely, the future economic picture has become more predictable.

**Attachment B
Permissible Fuels Reduction Grant Expenditures**

| Examples of Hazardous Fuels Reduction/ Restoration Projects | |
|---|--|
| Eligible | Ineligible |
| Defensible space around homes, businesses, and other structures. | Capital improvements including construction/infrastructure (building remodel, bridges, road construction, water development). |
| Development, creation, and/or maintenance of fuel breaks and fire breaks, including shaded fuel breaks. | Home hardening, including but not limited to: <ul style="list-style-type: none"> • Roof upgrades or replacements. • Fire resistant siding. • Metal gutters and vents. |
| Fuels reduction beyond defensible space adjacent to at-risk communities. | Fire suppression training (unless course is a requirement for prescribed fire qualifications). |
| Removal of standing woody vegetation by cutting, piling and burning. | Fire suppression equipment and apparatus. |
| Removal of standing woody vegetation by cutting and chipping. | Drones. |
| Removal of standing woody vegetation using a mechanical mulcher or masticator type equipment mounted on mobile equipment. | |
| Reduction of hazardous fuels through the application of prescribed fire. | |
| Vegetation management (pruning, mowing, chemical treatment, grazing), including rights-of-ways for roads. | |
| Maintenance of fuels projects. Up to two (2) maintenance treatment allowed per project during the grant term. | |
| Monitoring components of projects for effectiveness (must have established | |

| Eligible | Ineligible |
|---|------------|
| baseline). | |
| Prescribed fire training, including training on smoke management associated with prescribed fires. | |
| Design and installation of dry hydrants and cisterns. | |
| <p>Purchase of mechanical equipment that meets, or does not exceed the following requirements:</p> <ul style="list-style-type: none"> • Brush/woodchippers that are towable or mountable to a skid steer, compact track loader or tractor with a maximum chipping capacity of no more than 15 inches. • Self-propelled forestry mulchers up to a maximum 200 horsepower. • Forestry mulcher attachments designed for skid steers, compact track loaders, excavators, or crawler dozers. • Heavy duty brush mowers that can be utilized for maintaining road rights-of-ways and fire breaks. • Trailers necessary to transport equipment that is determined eligible in this section, including box-type trailers to store and transport prescribed fire equipment. | |
| Purchase of equipment for brush/fuel disposal, such as air curtain burner/trench burner. | |
| <p>Purchase of the following equipment and supplies to support the use of prescribed fire:</p> <ul style="list-style-type: none"> • Personal protection equipment, including fire shelters and N95 filtering face respirators. • Drip torches. • Wildland hand tools. • Backpack blowers. • Chainsaws. • Portable wildfire pumps. | |

| Eligible | Ineligible |
|---|------------|
| <ul style="list-style-type: none">• Wildland hose.• Portable folding water tanks.• Cache of air filtration units for use by the public. | |

Attachment C
Buena Creek Road Project Site

- **Property 1**
Address / APN: 1207 Sugarbush Drive / APN 181-280-04-00
Size: 1.19 acres



- **Property 2**
Address / APN: 1211 Sugarbush Drive / APN 181-280-03-00
Size: 1.16 acres



- **Property 3**
Address / APN: 1215 Sugarbush Drive / APN 181-280-02-00
Size: 2.0 acres



- **Property 4**
Address / APN: N.A / APN 181-161-29-00
Size: 15.0 acres



- **Property 5**
Address / APN: 1540 Cleveland Trail / APN 181-162-14-00
Size: 9.07 acres



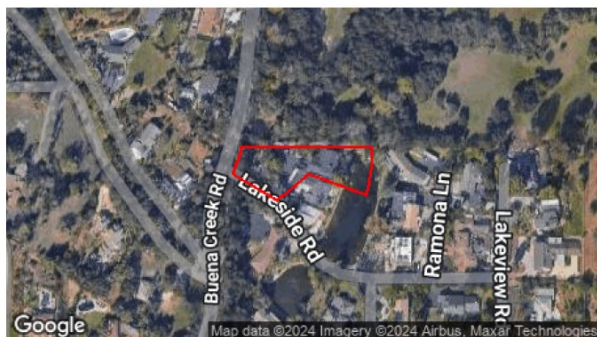
- **Property 6**
Address / APN: 1535 Cleveland Trail / APN 184-081-30-00
Size: 3.14 acres



- **Property 7**
Address / APN: 2271 Buena Creek Road / APN 1840510100
Size: 22.29 acres



- **Property 8**
Address / APN: 2167 Buena Creek Rd / APN 1842600100
Size: 0.74



- **Property 9**
Address / APN: 2145 Buena Creek Rd / APN 1842600900
Size: 1.28



- **Property 10**
Address / APN: 2106 Walnut Ln / APN 1842601600
Size: .087



- **Property 11**
Address / APN: 2105 Buena Creek Rd / APN 1842601700
Size: .085



- **Property 12**
Address / APN: 0 Buena Village Dr / APN 18243016000
Size: 2.39



- **Property 13**
Address / APN: 0 Buena Village Ct / APN 1843027300
Size: 3.46



- **Property 14**
Address / APN: 2015 Buena Creek Road / APN 184-061-05-00



- **Property 15**
Address / APN: no house = no house number, vacant land, 2 acres) / APN 184-162-02-00



- **Property 16**
Address: 1971 Buena Creek Road / APN 184-162-03-00



- **Property 17**
Address: No Address / APN 1841620400
Size: 1.15 acres



- **Property 18**
Address / APN: 1945 Buena Creek Road / APN 184-162-05-00



Date: 01/08/2025

To: Vista Fire Protection District
Board of Directors
450 S. Melrose Drive
Vista, CA 92081

Subject: Proposal to Assist Vista Fire Protection District with US Forest Service Grant Application

Dear Board of Directors –

I am pleased to submit this proposal to help the Vista Fire Protection District secure a US Forest Service grant to enhance wildfire prevention and mitigation efforts.

Buena Creek and the surrounding areas in Vista, CA, are particularly susceptible to wildfire hazards due to a combination of factors:

- **Dense Vegetation and Wildland-Urban Interface (WUI):** The region's chaparral and dry brush create highly flammable fuel loads, especially during California's dry seasons.
- **Topography:** Sloping terrains can amplify fire spread, endangering private properties and public infrastructure.
- **Human Activity:** Increased development and recreational use of the area raise the risk of accidental ignitions.

Addressing these hazards is critical to safeguarding residents, property, and natural resources. Below, I outline three options for collaboration to successfully secure the US Forest Service grant and mitigate fire risks along Buena Creek.

Option 1: Engage Independent Contractor

As an independent contractor, I will lead the grant application process and assist Vista Fire Protection District in making contact with private property owners. My role would include:

1. Permission to access private properties for site assessments.
2. Conduct site assessments on private properties to gather critical data for the grant application.
3. Collaborating with Vista Fire to ensure alignment with organizational goals and compliance with grant requirements.
4. Assistance with securing proper permitting.

To execute this plan effectively, I will require staff for the following:

1. Permission to access private properties for site assessments.
2. An additional staff member to support on-site evaluations.
3. Assistance securing the proper permits.

After recent communications, I now realize that there is no current Vista Fire staff or Vista Fire Protection District personnel that have the capacity to help me with these steps, we would likely need to hire someone to assist me.

Time Estimated: Not to exceed 50 hours, or \$2,500 for grant writing process. Additional survey work and supplemental administrative work needed will be presented in a new proposal for the Board to review.

Option 2: Contract Through SWCA Environmental Consultants

Collaborating under SWCA Environmental Consultants—a leading environmental consulting firm ranked among the top three in the industry—would provide the following advantages:

- Increased competitiveness of the grant application due to SWCA's extensive reputation and resources.
- Accelerated progress using SWCA's repository of "Go-Bys" (previously successful grant applications), ensuring a higher probability of securing the US Forest Service grant.
- Comprehensive support for property analysis, permitting, and environmental compliance, enabling Vista Fire Protection District to meet grant requirements seamlessly.

This option would operate under a "Not to Exceed" budget of \$30,000, encompassing the full scope of grant writing, permitting, and other services.

Option 3: No Action

Should Vista Fire Protection District choose not to proceed with either of the above options, it is important to note the potential missed opportunity to secure vital funding to support wildfire prevention initiatives. Without this grant, advancing efforts to mitigate fire risks and protect private properties may remain a significant challenge.

Recommendation

Based on my experience and understanding of Vista Fire Protection District's priorities, I strongly recommend proceeding with **Option 2**. Partnering with SWCA Environmental Consultants would not only enhance the quality and competitiveness of the grant application but also streamline the process through their established resources and expertise.

I welcome the opportunity to discuss these options further and address any questions or concerns. Thank you for considering my proposal to support Vista Fire Protection District in securing this critical funding.

Sincerely,

Caitlin Kreutz

Sustainable Community and Organizational Effectiveness

