

**VISTA FIRE PROTECTION DISTRICT
Board of Directors
AGENDA**

Meeting Location

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



Regular Meeting

July 8, 2026
1:00 P.M.

Director Miller will participate via videoconference

Holiday Inn Express, Breakfast Room, 433 Wave Street, Monterey, CA 93940

July 8, 2026

1:00 pm PT

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

CALL TO ORDER

ROLL CALL

FLAG SALUTE

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 District Business.

CONSENT CALENDAR

1. Board of Directors Minutes
 - a. **Approve** the Board of Directors regular meeting June 10, 2026
2. Payroll Register
 - a. **Ratify** Payroll paid on July 7, 2026 \$7,650.00
 - b. **Ratify** Payroll Taxes paid on paid on July 6, 2026, \$585.23
 - \$8,235.23
3. Accounts Payable
 - a. **Ratify** Accounts Payable Check 4429 through 4440 to be paid July 8, 2026, \$172,075.13
 - b. **Ratify** Auto withdrawal(s) paid June 7 – July 6, 2026, \$952.95
 - \$173,028.08
4. Receive and File – Information
 - a. Monthly Reports
 - i) Fire Chief
 - ii) Fire Marshal
 - iii) Effective Response Force Report – May 26
 - iv) Southern Operations Seasonal Weather Outlook – July – October 2026
 - v) Administrative Manager’s Report
 - vi) Correspondence

PUBLIC HEARING

1. Fixed Charge Special Assessment for Weed Abatement Unpaid Charges

A continued hearing confirming the report and accounting for abatement of weeds, shrubs, dead trees, and waste matter for fiscal year 2025/26, and ordering the assessment of unpaid charges.

ACTION REQUESTED: [A call for public comment \(oral or written\).](#)

DISTRICT BUSINESS

1. Resolution No. 2026-08

To discuss and/or approve Resolution No. 2026-08 *entitled* A Resolution of the Vista Fire Protection District Approving and Confirming a Report and Account for Abatement of Weeds, Shrubs, Dead Trees, and Waste Mater for Fiscal Year 2025-26, and Ordering the Assessment of Unpaid Charges.

ACTION REQUESTED: **ADOPT**

2. Fuels Mitigation Workforce Program

To discuss and/or ratify the contract with the California Conservation Corps for fuel reduction and weed abatement projects and authorize the Administrative Manager to implement project work within the program budget approved by the Board. [Staff Report 26-13](#)

ACTION REQUESTED: **Ratify contract and authorize Administrative Manager to execute program documents.**

3. Vista Fire Protection District Conflict of Interest Code

To discuss and/or acknowledge receipt of the 2026 Conflict of Interest Code Biennial Notice and ratify the agency official's notification that an amendment is not required by October 1, 2026. [Staff Report 26-14](#)

ACTION REQUESTED: **Acknowledge receipt and notify that an amendment is not required.**

4. Vista Fire Protection District General Election – November 3, 2026

To discuss and/or establish the election process for candidates elected to the Vista Fire Protection District Board of Directors at the November 3, 2026 election. [Staff Report 26-15](#)

ACTION REQUESTED: **Approve election process.**

ORAL REPORT(s)

1. Fire Chief
2. Administrative Manager
3. Legal
4. Board of Directors

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.

1. District Hydrants; date TBD

ADJOURNMENT

CERTIFICATION OF POSTING

I, Karlana Rannals, Board Clerk for Vista Fire Protection District, certify that on July 2, 2026 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 Board of Directors meeting (Government Code Section 54954.2).



Karlana Rannals
Board Clerk



**VISTA FIRE PROTECTION DISTRICT
Board of Directors Meeting
Minutes – June 10, 2026**

These minutes reflect the order in which items appeared on the meeting agenda and do not necessarily reflect the order in which items were considered.

BUSINESS SESSION – REGULAR AGENDA

CALL TO ORDER

President Ploetz 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 S. Melrose Dr., Vista CA.

a. Roll Call

Directors Present: Elliott, Hill, Makebakken, Ploetz

Director’s Absent: Miller

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

Note: Director Makebakken participated via videoconference from 2020 Front Street, Ste 105, Cuyahoga Falls, OH 44221

FLAG SALUTE

President Ploetz led the assembly in the Pledge of Allegiance.

ORAL COMMUNICATION (PUBLIC COMMENT)

Barry Willis, the District’s LAFCO representative, addressed the Board and provided an update on recent LAFCO-related matters. He reported that LAFCO recently voted not to proceed with the Municipal Service Review (MSR) for the Water Authority and to delay reconsideration for four years. He also discussed several regional issues, including his support for Valley Center Fire Protection District’s successful funding efforts and the Fallbrook and Rainbow water detachment matter. He expressed concern regarding rising water rates and their impact on farmers throughout the county, noting that agricultural water costs are becoming a significant food security and economic issue. He stated that assisting farmers with water affordability is one of his top priorities. He noted that he is in the process of visiting special districts throughout the county to better understand their issues and priorities.

The Board discussed the importance of the upcoming Vista-Municipal Service Review and expressed concern that any LAFCO discussion involving service boundaries or interagency contracts could potentially affect the District’s existing fire service contract with the City of Vista. Mr. Willis stated that he would remain engaged with the District throughout the MSR process and emphasized his general support for local control.

MOTION WAIVING READING IN FULL OF ALL RESOLUTIONS/ORDINANCES

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

CONSENT CALENDAR

MOTION BY DIRECTOR HILL, SECOND BY DIRECTOR ELLIOTT, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the consent calendar as submitted:

1. Board of Directors Minutes – APPROVE
 - a. Regular Meeting May 13, 2026
 2. Payroll Register (Ratify)
 - a. Payroll paid on June 7, 2026 \$6,250.00
 3. Accounts Payable (Ratify)
 - a. Accounts Payable Check 4409 through 4415 paid June 10, 2026 \$150,776.02
 - b. Auto withdrawals(s) paid May 9 – June 6, 2026 \$1,046.84
 4. Receive and File (Information)
 - a. Travel Report (AB 1234)
 - i) Administrative Manager – AFSS Conference
 - b. Monthly Reports
 - i) Fire Chief
 - ii) Fire Marshal
 - iii) Effective Response Force Report – March 26
 - iv) Southern Operations Seasonal Weather Outlook – June – September 2026
 - v) Administrative Manager’s Report
 - vi) Correspondence
 - (1) Robert Fougner
- Total \$158,550.99

PUBLIC HEARING

1. Fixed Charge Special Assessment for Weed Abatement Unpaid Charges
President Ploetz opened the public hearing. He called the following speaker:

Ms. Liping Gu, Osborne St, Vista, CA

Ms. Gu addressed the Board regarding a vegetation abatement bill and special assessment related to her property. She stated that she had attempted to comply with weed abatement requirements by purchasing an RC mower and previously hiring a tree service company to clear the property. However, she said San Diego County later advised her that portions of the property were within an easement or protected area and that she could not perform certain work there without additional requirements.

Ms. Gu expressed frustration that she felt caught between conflicting requirements: the Fire District requires vegetation clearance, while the County restricted how the work could be performed. She also disputed whether the abatement work billed to her had actually been performed by the District’s contractor. District staff clarified that the assessment related to work completed in November 2025, not the current year, and stated that before-and-after documentation existed showing the vendor had performed the work.

The discussion further clarified that the County's issue appeared to involve work within a conservation easement or protected area, potentially requiring biological review or permits before vegetation removal. Board members emphasized that the District's responsibility was to ensure compliance with its vegetation abatement ordinance, while easement restrictions and County penalties were separate matters to be addressed with the County.

Board members acknowledged Ms. Gu's confusion and frustration and discussed whether to continue or separate the affected parcels from the broader assessment action. Staff explained that the District still needed to recover costs paid to the City, but that parcels could be removed from the assessment list before submission to the County Auditor if payment or another resolution occurred before the August 10 deadline. Ultimately, the Board discussed moving forward with the resolution while pulling or deferring the affected parcels for separate handling, allowing Ms. Gu additional time to meet with the County and better understand the biological and easement requirements. Ms. Gu was informed that this matter will be continued to the July 8, 2026 board meeting.

2. Implementing (AB) 2561 – Notice of Job Vacancies

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

DISTRICT BUSINESS

1. Consultant – Grant Writer

Cari Dale of Hoch Consulting introduced the firm and noted its experience with grant writing for public agencies and fire districts, including North County Fire Protection District and Rancho Santa Fe Fire Protection District. Hoch Consulting presented two potential wildfire-related grant opportunities for the District's consideration. The first was a Proposition 4-funded California Climate grant opportunity with approximately \$70 million available statewide and individual project awards capped at approximately \$950,000. The application deadline was noted as July 8. The second opportunity involved a Wildfire Resilience and Landscaping Concept Proposal, which would require an initial letter of interest/concept proposal by the end of June.

During discussion, Fire Chief Washington advised that the City of Vista, Vista Fire Protection District, California Conservation Corps, and City departments had already applied for the first grant opportunity. The Board expressed concern about creating duplication or competition with the existing joint application. Consensus was reached that the District should not pursue a separate application for the first grant.

The Board discussed whether Hoch Consulting could assist with evaluating the second grant opportunity. Chief Washington stated he would speak with the City's grant staff and the Assistant City Manager to determine whether the City was already pursuing that opportunity and whether District participation would be appropriate. The Board expressed support for collaboration with the City and Fire Department to ensure any future grant application is coordinated and does not conflict with existing efforts.

The Board provided direction that, if City staff determines the second grant opportunity is worthwhile and appropriate, the District Manager may proceed with engaging Hoch Consulting to review and assist with the concept proposal in an amount not to exceed \$7,680. A formal motion was not required, as the work falls within the District Manager’s contracting authority.

2. Resolution 2026-06

Following discussion of public comment from Ms. Gu the Board revised the resolution with action on four parcels deferred until the next Board meeting on July 8 meeting at 1pm. Ms. Rannals reported that the remaining parcels on the list, the property owners have until July 31, 2026, to reimburse the District. If the invoices remain unpaid, staff will deliver to special assessment to the County of San Diego by August 10.

MOTION BY DIRECTOR HILL, SECOND BY DIRECTOR ELLIOTT, and ADOPTED the amended Resolution 2026-06 in removing four parcels owned by Ms. Gu from the list *entitled* A Resolution of the Vista Fire Protection District Approving and Confirming a Report and Account for Abatement of Weeds, Shrubs, Dead Trees, and Waste Mater for Fiscal Year 2025-26, and Ordering the Assessment of Unpaid Charges:

- AYES: Elliott, Hill, Makebakken, Ploetz
- NOES: None
- ABSENT : Miller
- ABSTAIN : None

3. Resolution 2026-07

Ms. Rannals reported that the resolution is a part of the compliance procedures in noticing job vacancies. She confirmed that there are no exceptions to the requirements since the District has only one employee.

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, and ADOPTED Resolution No. 2026-07 *entitled* A Resolution of the Board of Directors of the Vista Fire Protection District Implementing Assembly Bill 2561 Relating to Public Employment Vacancy Reporting Requirements on the following roll call vote:

- AYES: Elliott, Hill, Makebakken, Ploetz
- NOES: None
- ABSENT: Miller
- ABSTAIN: None

4. Facility Use Agreement – Fire Station 3

Mr. Cardinale reported that the Facility Use Agreement between the City and the District is substantially complete and reflects the same terms and conditions previously discussed in closed session. The primary outstanding issue was the amount the District would contribute toward refinishing the space if the District voluntarily vacates the space prior to 2056. Following negotiations, Legal Counsel recommended a contribution amount of \$15,000. The full estimated cost is approximately \$20,000, resulting in shared responsibility. Other terms to highlight are:

- The agreement provides for rent of \$1 per year and includes parking, utilities, and mailbox setup.
- Access to meeting space within City Hall.
- The term of the agreement is consistent with the District’s existing service agreement with the City and may only be terminated under the same terms.

It was noted that the City Council may consider the agreement at its June 23 meeting, which would allow the District to begin planning for notice and relocation. Staff also clarified that the \$45,000 referenced in the fiscal impact relates to prior overpayments for fire inspector services, which will be offset as part of the agreement.

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, and APPROVED the Facility Use Agreement between the City of Vista and Vista Fire Protection District that allows for the relocation of the District's Administrative office to 1962 E. Vista Way, Vista, CA 92084:

AYES: Elliott, Hill, Makebakken, Ploetz
NOES: None
ABSENT: Miller
ABSTAIN: None

5. Preliminary Budget – FY 2026-27

Ms. Rannals delivered a PowerPoint presentation on the District's FY27 Preliminary Budget. Staff explained that the preliminary budget is required to be adopted by June 30, even though final property tax revenue estimates will not be available until mid-July. The Board will have another opportunity to review and approve the final budget in September.

A recap of FY26 was provided. Total revenues were originally budgeted at approximately \$5.3 million and are now estimated at approximately \$5.7 million, primarily due to higher property tax revenues and increased ambulance fee reimbursements from the City. Operating expenditures remain generally on target. Net operating income is projected to exceed the original estimate, increasing from approximately \$536,000 to about \$850,000.

Staff also reviewed the District's commitment to the Wildfire Protection Plan and vegetation management efforts, noting that the Board previously committed up to \$1 million over three years. Approximately \$60,000 has been spent to date for the Xylo plan and aerial services.

The presentation included discussion of the Fire Station No. 3 replacement project. Staff explained that the District's \$4.5 million obligation was completed in December 2025 and that the remaining FY26 impact is a one-time expense. As a result, FY26 financials are expected to show a loss due to the station payment, but future years will return to normal operating levels without that expense.

For FY27, staff projected total revenues of approximately \$5.77 million and operating expenditures of approximately \$5.1 million. The budget includes the annual \$333,333 vegetation management commitment and reflects a projected positive year-end cash increase of approximately \$300,000 after accounting for that commitment.

Staff reviewed the Fire Mitigation Fund, explaining that those restricted funds may only be used for capital improvements or capital assets related to growth, such as fire stations, fire equipment, or vehicles. Staff further explained that a portion of the District's fire station contribution can be reimbursed to the General Fund through eligible fire mitigation funds over time.

She also provided an overview of the District's current cash position and responded to questions from the Board.

MOTION BY DIRECTOR MAKEBAKKEN, SECOND BY DIRECTOR ELLIOTT, to approve the Preliminary Budget for FY27 as presented on the following roll call vote:

AYES: Elliott, Hill, Makebakken, Ploetz
NOES: None
ABSENT: Miller
ABSTAIN: None

President Ploetz announced that the District will schedule a public hearing for adopting the Final Budget on September 9, 2026, and he further requested that the Board Clerk notify the public of the hearing according to all applicable codes.

ORAL REPORT(S)

1. Fire Chief

In addition to his report, the following information was discussed:

- The Assistant Fire Marshal applied on behalf of Vista Fire Protection District the Fire Risk Reduction Community List designation. They are awaiting official notification; however, this designation is expected to strengthen the District’s position for future Cal Fire Wildfire Prevention Grants.
- Staff are moving forward with vegetation and fuel reduction work in the District, including a proposed project at Buena Creek involving approximately 1.7 miles of evacuation road clearing. A quote is being obtained from the California Conservation Corps (CCC) for the Buena Creek work. The project is expected to be completed at a discounted rate compared to standard vendor pricing. He noted that the Verona Hills HOA has been a strong partner in supporting the Buena Creek project, including coordination for access, dumpsters, and restroom use for CCC crews.
- He provided an update on the upcoming organizational reorganization, which is expected to take effect on July 1.

2. Administrative Manager

In addition to her report, she added:

- In coordination with Director Elliott, she reallocated \$2 million from the current CA CLASS investments to a new product through CA CLASS called CLASS Term Series 2. This is equivalent to a CD, and the rate was locked in at 4.03% for one year.
- The Emergency Access Road gate at Paso Alto needs repair. The Vista Fire Rescue staff is obtaining quotes for the repair as it is the District’s responsibility for repair and maintenance pursuant to the grant easement.
- She distributed a one-page flyer for the CSDA Annual Conference August 25-27 and would like to get any board member interested in attending registered as soon as possible.

3. Legal

- Nothing to report.

4. Board of Directors

- Ploetz: he reminded the board that the grand opening for Deer Springs Station 2 is Saturday, June 13. He encouraged attendance if possible.

FUTURE AGENDA ITEM(s)

No additional items were added to the list.

CLOSED SESSION

There was no need to recess to closed session.

President Ploetz adjourned the meeting at 2:51 pm.

Karlana Rannals
Board Clerk

John Ploetz
President

VISTA FIRE PROTECTION DISTRICT
PAYROLL REGISTER - June (Paid 7/7/2026)

Payment No.	Name	Gross
Direct		
Deposit	Elliott, James (Apr - Jun 2026)	\$ 400.00
Direct		
Deposit	Hill, Jerry (Apr - Jun 2026)	\$ 400.00
Direct		
Deposit	Makebakken, Marc (Apr - Jun 2026)	\$ -
Direct		
Deposit	Miller, Read (Apr - Jun 2026)	\$ 200.00
Direct		
Deposit	Ploetz, John (Apr - Jun 2026)	\$ 400.00
Direct		
Deposit	Rannals, Karlena	<u>\$ 6,250.00</u>
		<u>\$ 7,650.00</u>
	Employer Payroll Taxes	
	Federal (Social Security/Medicare)	\$ 585.23
	State	<u>\$ -</u>
		<u><u>\$ 8,235.23</u></u>

VISTA FIRE PROTECTION DISTRICT
ACCOUNTS PAYABLE
July 8, 2026

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 - July 2026 <i>Paid on 07-2-2026</i>	\$952.95
Auto Withdrawal	ADP, Inc.	June Payroll Fee <i>Paid on 7-6-2026</i>	
		Accounts Payable (Auto withdrawal)	\$952.95
4416-4428 CHECKS VOIDED			
4429	ACCESS CUSTOM DOOR & GATE 5268 Eastgate Mall San Diego, CA 92121	Progress Payment for El Paso Alto Gate Repair	\$6,900.00
4430	ALVAREZ-GLASMAN & COLVIN 13181 Crossroads Pkwy. North Suite 400 - West Tower City of Industry, CA 91746	Legal Fees - Meeting Attendance Inv 2026-05-21410 District Business (26):May Inv 2026-05-21411	\$550.00 \$1,622.50
4431	AZTEC LANDSCAPING 7980 Lemon Grove Way Lemon Grove, Ca 91945	Emergency Access Roads, Invoice # L7582, June 2026	\$2,464.33
4432	BUSINESS OWNER'S INSURANCE AGENCY 9466 Black Mountain Road San Diego, CA 92126	Annual Premium (07/01/26 - 07/01/27)	\$7,327.12
4433	CITY OF VISTA 200 Civic Center Drive Vista, CA 92084	Fire Emergency Services TA#11	\$135,724.94
4434	COAST NEWS INC PO Box 232550 Encinitas, CA 92023-2550	Public Notice - Board Vacancy	\$151.13
4435	FDAC 808 R St, Ste 209 Sacramento, CA 95811	FY 27 Membership	\$325.00
4436	HOCH CONSULTING 804 Pier View Way, Ste 100 Oceanside, CA 92054	Grant Research: CalFire Wildfire Prevention Grant	\$1,427.50
4437	RANNALS, Karlena	Out of Pocket Expenses (Jun 1 - 30, 2026)	\$4,020.61
4438	RGM CONSULTING 815 Sierra Verde Dr. Vista, CA 92084	Monthly Maintenance (Jul 2026) Inv # 7440	\$150.00
4439	SAN DIEGO CHAPTER CSDA % Sweetwater Authority 505 Garrett Ave Chula Vista, CA 91910	FY27 Membership Dues	\$150.00
4440	STREAMLINE P.O. Box 207561 Dallas, TX 75320-7561	FY27 Website & DocAccess (Annual Payment)	\$5,172.00
4441	CALIFORNIA CONSERVATION CORPS 1719 24th Street Sacramento CA 95816	Buena Creek Project	\$6,090.00
		Accounts Payable (Checks)	\$172,075.13
	PAYROLL: See Payroll Register	Employee & Directors	\$7,650.00
	U.S. TREASURY (PAYROLL TAX)	FEDERAL FORM 941-EFT VIA EFTPS-DEPOSIT	\$585.23
		June Payroll Total	\$8,235.23
		Total District Expenses -June 2026	\$181,263.31
	Director		8-Jul-26
	Administrative Manager		2-Jul-26

**Accounts Payable
Certification**

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

CERTIFICATION FOR PAYMENT NO. TA #11

CONSULTANT/VENDOR:
City of Vista

BILLING PERIOD:

ADDRESS: 200 Civic Center Drive, Vista, CA 92084

ACCOUNT No.:

DESCRIPTION: Tax Apportionment #11

STATEMENT OF PAYMENT

				Apportionment of Fee	FEE PAYABLE
Gross Tax Apportionment	100%	\$	151,756.90	0%	\$ -
Less Interest Allocation	100%	\$	951.41	0%	\$ -
Tax Apportionment	100%	\$	150,805.49	90%	<u>\$ 135,724.94</u>
Invoice Billed #: 31580					\$ 135,724.94
Discrepancy					<u>0.00</u>



Certified by: Karlana Rannals, Administrative Manager

23-Jun

Date



TO: BOARD OF DIRECTORS
FROM: GERARD WASHINGTON, FIRE CHIEF
SUBJECT: MONTHLY ACTIVITY REPORT – FIRE CHIEF’S REPORT
DATE: July 1, 2026



Monthly Activity Summary (June 1 - 30, 2026)

The following highlights the work activities for the reporting period:

1. Staff from Vista and Oceanside, Reach Air, and Rady Children's Hospital attended a public event honoring a recent pediatric CPR save. This event reunited the patient and family with the first responders and hospital staff who have cared for their child throughout his recovery process.
2. Cadet training occurred at Fire Station 5. This program introduces young members of our community to fire service career opportunities.
3. Staff hosted Ignite Your Potential Family Night on 6/7, giving participants and their families an opportunity to tour the fire station, ask questions about the program, meet the Chiefs and program leaders from multiple fire rescue agencies, and enjoy dinner from the Community Engagement pizza oven.
4. The Ignite Your Potential Young Women’s Empowerment Summit ran from 6/12 to 6/14. A total of 26 participants attended this event. Activities included career path discussions and Q&A with fire service and allied agency representatives, wildland and structural firefighting training stations, presentations on pathways into the fire service, and FCTC test prep and full CPAT physical agility testing.
5. CPR training was provided for Recreation & Community Services staff. Members were certified using the American Heart Association Heartsaver® curriculum.
6. Fuels management at Fire Station 2 is complete.
7. Inspector/ Investigator Zach Basin interviewed on [KUSI/Fox 5](#) about Zone 0.
8. Incidents of Interest:
 - Semi-truck vs. cyclist at Sycamore and Hwy 78: cyclist transported to Palomar Trauma Center.
 - Grass fire at 1300 Little Gopher Canyon: contained to a small spot.
 - Vehicle vs. motorcycle at E. Vista Way and Vale Terrace: rider transported to Palomar Trauma Center.
 - Grass fire at 508 Hutchison Street: small grass fire from a grinder, contained to a 15' x 30' area.
 - Structure fire at 1435 N. Melrose: candles on fire, contained to area of origin.
 - A structure fire occurred at 800 E. Bobier; fire on the balcony.

TO: BOARD OF DIRECTORS
FROM: MARK VIEROW, FIRE MARSHAL
SUBJECT: MONTHLY ACTIVITY REPORT–FIRE MARSHAL
DATE: July 8, 2026



Monthly Activity Summary (June 1 – 30, 2026)

The following highlights the work activities for the reporting period:

1. Plan Checks and Construction Inspections
 - a. 14 plan checks completed
 - b. 4 construction inspections
2. San Diego County Fire Mitigation Fees
 - a. 59,588 square feet of new construction
 - b. \$55,416.84 in fire mitigation fees
3. Vegetation Management
 - a. 3,394 parcels inspected
 - b. 206 will require reinspection
4. Meetings
 - a. Attended District Fire Marshal's Meeting at the County offices on 06/18
 - b. SDCFCA Installation of Officers
 - c. Met with CCC for vegetation clearance along Buena Creek
5. Plans
 - a. Signed the fire mitigation fee form for the 13-lot subdivision on Hollyberry Drive. This is the reason for the high numbers on the square feet of new construction and fire mitigation fees.
 - b. Inspector/ Investigator Zach Basin interviewed on [KUSI](#) about Zone 0.



EFFECTIVE RESPONSE FORCE REPORT

MAY 2026



VISTA FIRE RESCUE

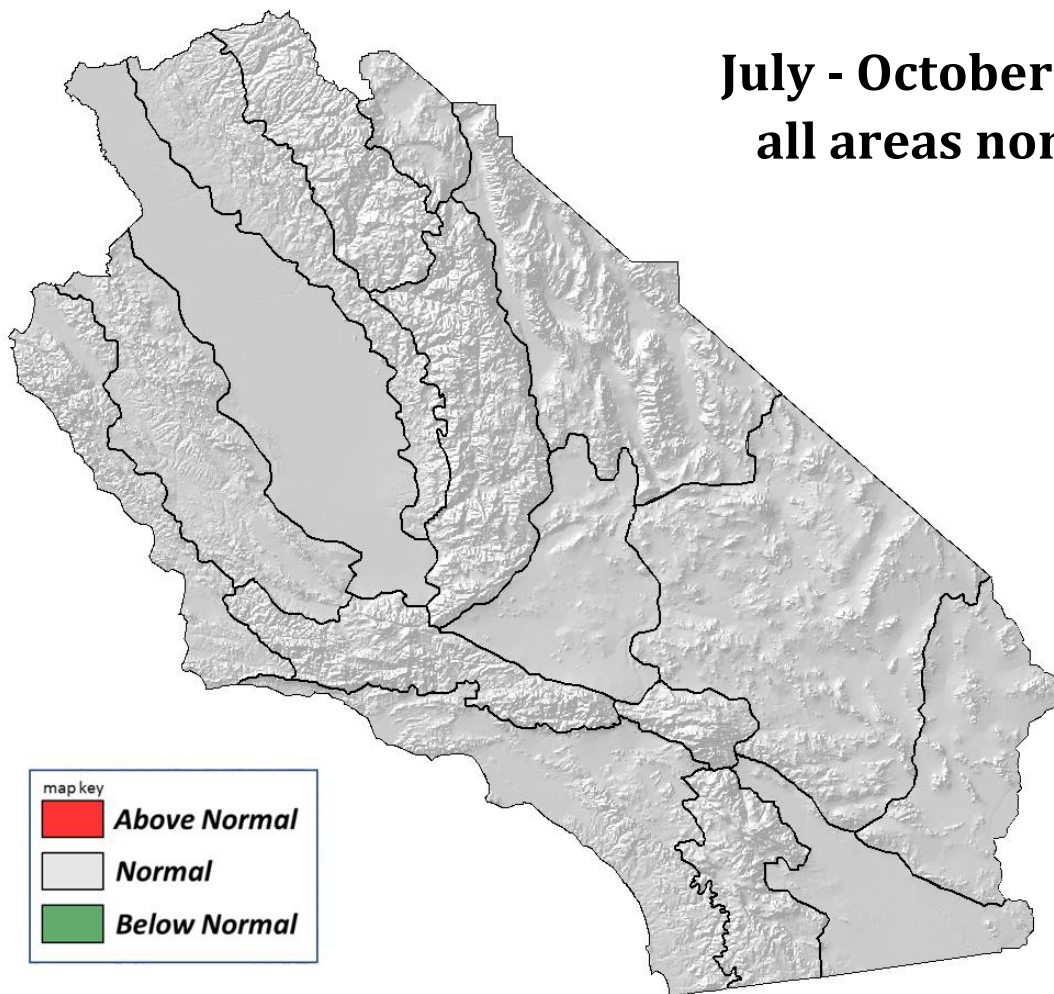
STANDARD OF COVER TRAVEL INTERVALS

May 2026

This table describes the Vista Fire Rescue standard travel interval times in accordance with Section 2.G.2. of the agreement with the Vista Fire Protection District.

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	00:09:25	00:07:43
All Risks	N/A	1 Engine or 1 Aerial	Count	137	11	27
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	00:10:00	n/a	n/a
Fire	High	4 Engine, 1 Ambulance, 1 BC, 1 Aerial	Count	1	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	n/a	n/a	n/a
Fire	Medium	3 Engine, 1 Ambulance, 1 BC, 1 Aerial	Count	n/a	n/a	n/a
Fire	Low	1 Engine	Objective	00:05:40	00:08:00	00:08:00
Fire	Low	1 Engine	90th Percentile	00:07:57	00:09:00	00:06:59
Fire	Low	1 Engine	Count	10	2	1
EMS	High	1 Engine, 1 Ambulance	Objective	00:06:00	00:08:30	00:09:30
EMS	High	1 Engine, 1 Ambulance	90th Percentile	00:09:13	00:07:48	00:08:41
EMS	High	1 Engine, 1 Ambulance	Count	25	3	5
EMS	Medium	1 Engine, 1 Ambulance	Objective	00:06:00	00:08:30	00:09:30
EMS	Medium	1 Engine, 1 Ambulance	90th Percentile	00:10:29	00:15:47	00:10:45
EMS	Medium	1 Engine, 1 Ambulance	Count	43	2	9
EMS	Low	1 Engine, 1 Ambulance	Objective	00:06:00	00:08:30	00:09:30
EMS	Low	1 Engine, 1 Ambulance	90th Percentile	00:06:40	n/a	n/a
EMS	Low	1 Engine, 1 Ambulance	Count	1	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	00:07:53	n/a	00:05:50
Rescue	Low	1 Engine, 1 Ambulance	Count	4	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

July - October 2026 all areas normal



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

July - October 2026 South Ops Highlights

- Temperatures will likely be a little above normal through September.
- Above normal monsoonal shower and thunderstorm activity is likely starting in mid-July. In addition to traditional monsoonal activity, there is a well above normal likelihood for remnant tropical cyclone impacts on Southern California.
- Cool season wetting rains are likely to arrive before any significant offshore wind events this fall, but that may be a little beyond this outlook period.

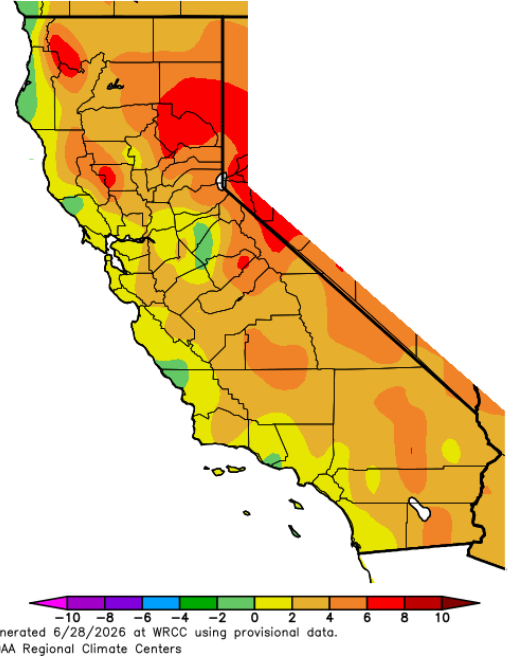


Weather Discussion

June was a little warmer than average over the region, though positive temperature anomalies were driven more by consistent moderate warmth than any extreme heat events (**Figure 1**). A persistent marine influence brought more seasonable temperatures towards the coast. Precipitation was limited in June, with only isolated shower and thunderstorms in some of the mountains and deserts. Most of the region typically receives very little rain in June, rendering dry anomalies of little value (**Figure 2**). An anomalously deep troughing pattern developed over the Western US during the final days of June. As of the time of this outlook, this trough was producing well below normal temperatures across the region, and will eat into the positive temperature anomalies observed for the month.

There was little in the way of significant winds for most of June, which is typical as June is beyond the traditional end of offshore wind season. Light onshore flow dominated for the most part. The deep trough which developed late in the month brought strong southwest to northwest winds across the interior of the region (**Figure 3**) and breezy onshore flow with a very deep marine layer in the coastal areas.

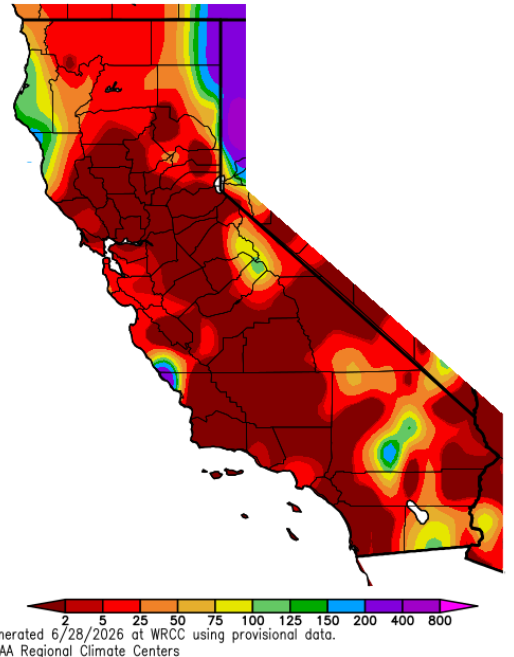
Ave. Temperature dep from Ave (deg F)
6/1/2026 – 6/27/2026



Generated 6/28/2026 at WRCC using provisional data.
NOAA Regional Climate Centers

Fig 1: Jun 1st - 27th Mean Temperature Departure from Average

Percent of Average Precipitation (%)
6/1/2026 – 6/27/2026



Generated 6/28/2026 at WRCC using provisional data.
NOAA Regional Climate Centers

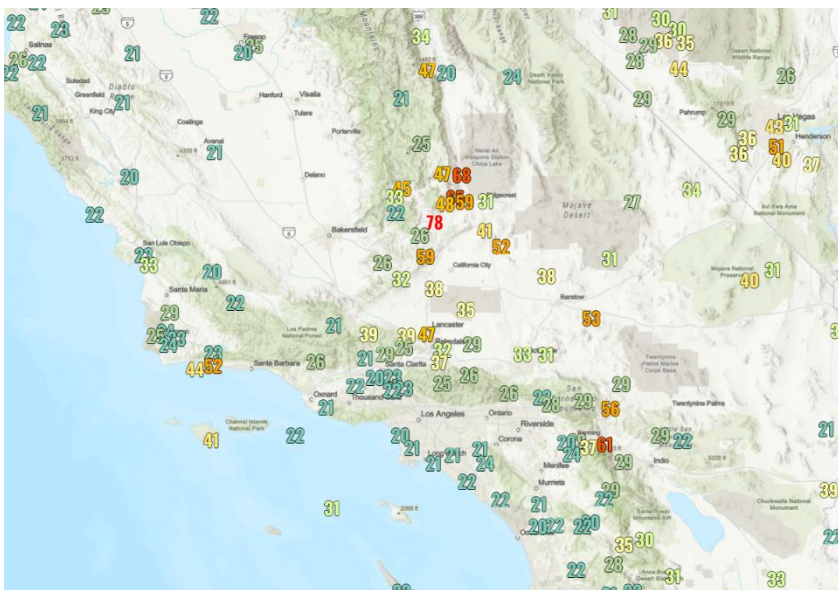


Fig 3: 24 hr maximum wind gusts (mph) for selected ASOS/RAWS sites on Jun 26-27

Fig 2: Jun 1st – 27th Precipitation % of Average

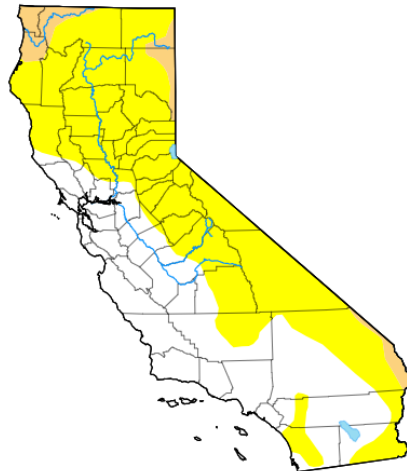


Fuels Discussion

Latest USDA Drought Monitor (**Figure 4**) shows very little in the way of drought over Central and Southern California, though abnormally dry conditions do exist in some areas following localized rainfall deficits this past winter and stress induced by hot temperatures this spring. Meaningful degradation in drought conditions is not expected over the coming months.

Dead fuel moisture values have been near normal over the past several weeks, with a lack of extreme weather conditions allowing gentle rises and falls which have largely tracked normal values (**Figure 5**). However, a more sustained pattern of above normal dead fuel moistures and below normal ERCs is now developing into early July due to the anomalous troughing pattern.

Live fuel moisture values continue to run below normal in most of the low and mid elevations. This is on account of hot conditions this past March initiating a very early end to peak growing season and the initiation of curing processes. Live fuel moisture values are more typical of early August than early July in much of the region. (**Figure 6**). All low and mid elevation grasses are fully cured. Higher elevation live fuel types have peaked in moisture content for the season, but remain generally unresponsive to significant fire activity.



Map released: Thurs. June 25, 2026
 Data valid: June 23, 2026 at 8 a.m. EDT

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):
Brad Rippey, U.S. Department of Agriculture

Pacific Islands and Virgin Islands Author(s):
Richard Tinker, NOAA/NWS/NCEP/CPC

Fig 4: USDA Drought Monitor as of June 25th.

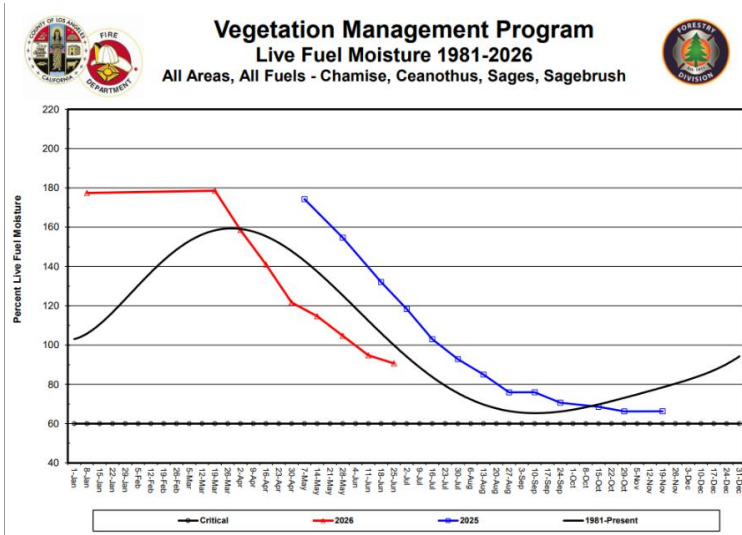


Fig 6: Los Angeles County Live Fuel Moisture as of late June.

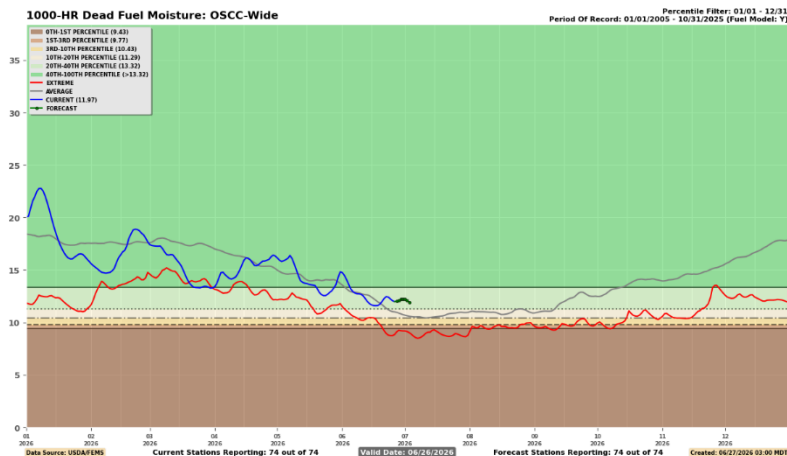


Fig 5: OSCC-Wide 1000-hr Dead fuel moisture as of June 26th



SOUTH OPS OUTLOOK

Current SST anomalies in the tropical Pacific show El Nino conditions are present (**Figure 7**). El Nino has rapidly developed and strengthened over the past few months, and all indications from observational data and climate models are that strong El Nino conditions will be in place later this summer and fall. Warm SST anomalies also extend from the California coast and southward, and across broad swaths of the mid-latitudes of the Pacific. But this pattern has not been enough to prevent anomalous troughing effects over the Pacific and a delayed development of the annual Four Corners/Desert Southwest subtropical ridge. Still, the warm SSTs should ultimately encourage a prevailing Western US ridging pattern and above average temperatures this summer, with that signal potentially fading towards the fall as the cool season effects of El Nino begin to emerge.

Fire activity in June was tepid relative to normal over Central and Southern California, mainly owing to the lack of extreme heat events or problematic lightning. An anomalously cool pattern will likely curtail fire activity in early July as well, typically an active month. The primary factors in favor of enhanced fire activity this summer remain the weak snowpack from this past winter and the faster than normal curing rate of most live fuels. A balance of remote sensing data and field reports indicates that fine fuel loading is near to slightly above normal in most of the region. The current SST pattern and model projections (**Figure 8**) favor above normal moisture over the region this summer. Climate models have favored a northerly-displaced Four Corners high, which is favorable for monsoonal activity. There is also a well above normal risk of remnant tropical cyclone activity in addition to traditional monsoon activity. While such events could bring significant lightning, the typical result of wetter than normal summers is a reduction in large fire activity over the region, though lightning-related initial attack numbers could spike. It is also likely that well above normal rainfall will occur across the region during the upcoming fall and winter, with cool season rains potentially arriving as early as October. As such, an early end to high fire season conditions is probable this fall, but that may still fall a little beyond this outlook period. For this outlook, near normal fire potential is indicated across all months for all PSAs, though if significant moisture does arrive in the coming weeks, below normal potential may be indicated in future outlooks.

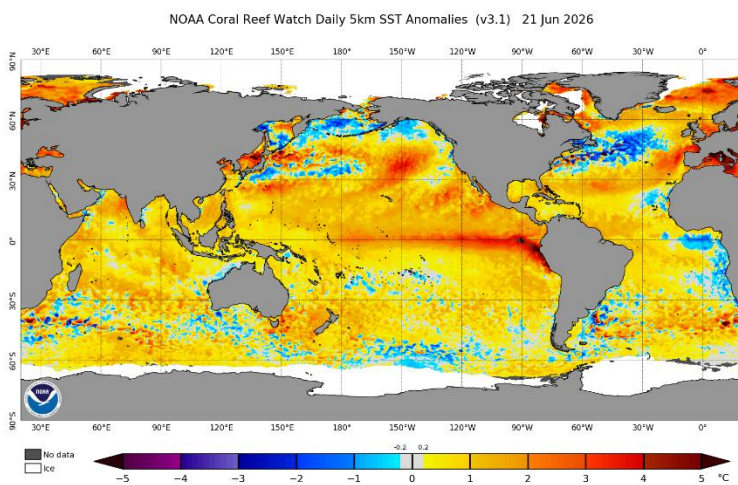


Fig 7: Sea Surface Temperature Anomaly, June 21

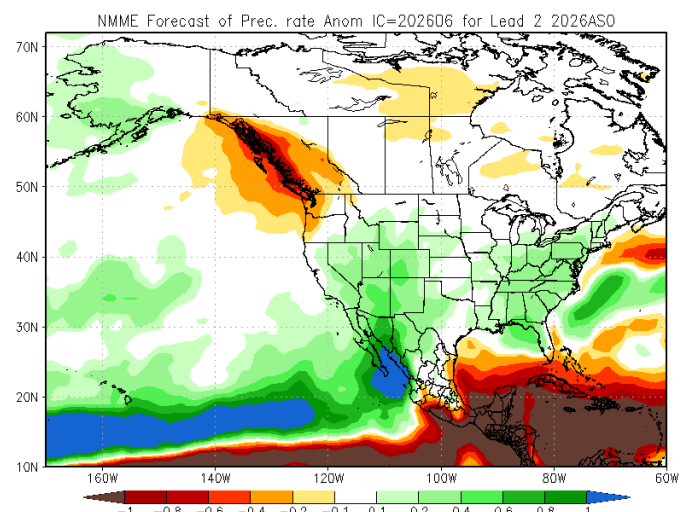
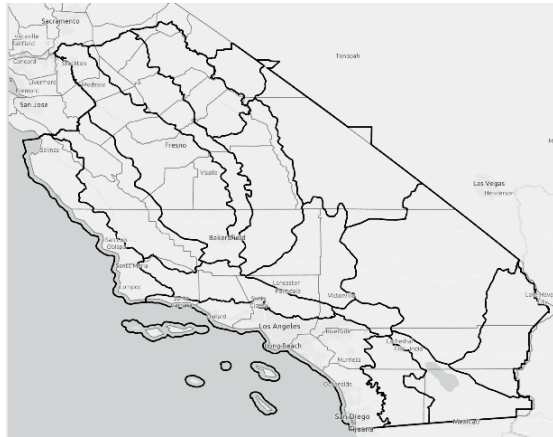
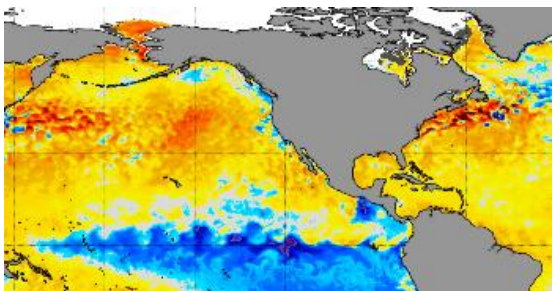
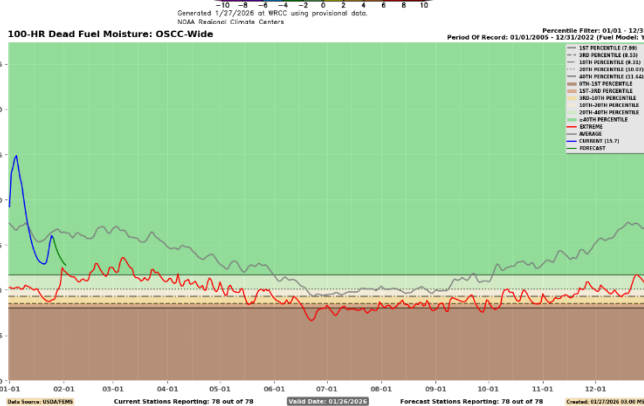
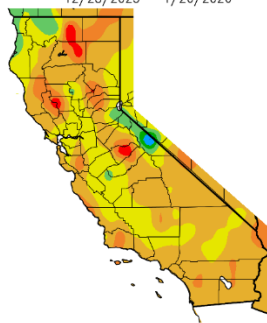


Fig 8: NMME July – September 2026 3-month Precipitation Anomaly Forecast

Maps with Counties and Select Intel Links used in the forecast



Ave. Temperature dep from Ave (deg F)
12/28/2025 – 1/26/2026



July - October 2026

Climate

- <https://calclim.dri.edu/pages/anommaps.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>

Vista Fire Protection District

TO: BOARD OF DIRECTORS
FROM: KARLENA RANNALS, ADMINISTRATIVE MANAGER
SUBJECT: MONTHLY ACTIVITY REPORT - ADMINISTRATION
DATE: July 3, 2026



Activity Summary (June 1 – 30, 2026)

The following highlights my work activities for the reporting period:

1. Prepared agenda and supporting material for the June 10 Board of Directors meeting.
2. Prepared all accounts payable and payroll.
3. Met June 3 (in person) with Chief Washington, monthly staff meeting.
4. Met June 3 (virtual) with C10ud an IT company for phone/internet services for district office.
5. Attended June 4 San Diego County Fire Chief Association Installation Luncheon
6. Signed final application for VFIS Commercial Insurance. Annual cost: \$7,327.12
7. Met June 9 (in person) with President Ploetz
8. Met June 9 (virtual) CA CLASS representative re: investment.
9. Attended June 10 Board of Directors meeting.
10. Attended AFSS Quarterly Meeting in Laguna Beach, June 11
11. Met June 12 (virtual) with City of Vista re: grant applications.
12. Met June 15 (virtual) with Cari Dale, Consultant re: grant application.
13. Met June 16 (virtual) with DocAccess to implement document accessibility.
14. Met June 18 (in person) with Chief Washington, Beverly Roxas (Vista Assistant City Attorney), and Chris Cardinale re: Fuel Management MOU
15. Assisted by VFR staff with gate repair at El Paso Alto, repair is currently in progress.
16. Assisted parcel owners re: invoices received for special assessment.
17. Prepare agenda and supporting materials for July 8 board meeting.

CONTRACTS: [Informational](#)

A report to the Board of Directors regarding contracts executed on behalf of the Fire District by the Administrative Manager:

1. Signed annual contract with CivicPlus* (formerly Streamline) for website and document accessibility. Annual cost: \$5,172
 - a. Added cost for DocAccess \$3,000 – signed June 17, 2026

* CivicPlus: agreement provides an accessible document service for files on the District's website. *Note: CivicPlus purchased Streamline, the website provider.*
2. Authorized Hoch Consulting up to eight hours for grant research – Cost: \$1,427.50
Summary attached.
3. Signed Sponsor Agreement with California Conservation Corps (CCC)
4. Signed CCC Buena Creek Fuel Mitigation Project – NTE \$30,000

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



Accessible Document Service Proposal

Transform Your PDFs into Fully Accessible, Searchable, and Translatable Documents

PREPARED FOR

Vista Fire Protection District
Administrator
Vista Fire Protection District
krannals@vistafpd.org

PREPARED BY

Yennifer Herschelman
Account Manager
DocAccess by CivicPlus
yenni.herschelman@civicplus.com

Executive Summary

Vista Fire Protection District faces a critical deadline for PDF accessibility compliance. Using the DocAccess tool to evaluate 500 document files totalling approximately 5,000 pages, Vista Fire Protection District has identified 500 PDFs totaling 5,000 pages across its web properties that can—and need to be—served in an accessible format.

DocAccess offers an immediate, cost-effective solution at just \$3,000/year – that's 91% less than traditional remediation in the first year alone, with instant deployment and ongoing compliance.

The Accessibility Challenge

Under the Americans with Disabilities Act (ADA) and recent Department of Justice guidelines, all public-facing digital content must be accessible to people with disabilities. This includes:

- ✓ Meeting WCAG 2.1 AA standards for all PDF documents
- ✓ Providing equal access to information for all users
- ✓ Avoiding costly lawsuits and compliance penalties
- ✓ Serving your community's 13% of residents with disabilities
- ✓ According to American Community Survey data for the Vista, CA area (North County San Diego), roughly one-third of residents speak a language other than English at home, with Spanish being the largest non-English language. This indicates a meaningful share of residents may benefit from translated public safety and emergency information.

The DocAccess Solution

DocAccess transforms your existing PDFs into fully accessible documents without changing your files or website structure. Our cloud-based solution provides:

Instant Accessibility

Automatic conversion to screen-reader compatible HTML with proper semantic structure and WCAG 2.1 AA compliance.

250 Language Translation

Real-time translation powered by Google Translate, prioritizing languages spoken in your service area.

AI-Powered Search & Q&A

Users can search within documents and ask questions in plain language, getting instant answers in their preferred language.

Live Visual Interpretation

24/7 access to professional interpreters via Aira for users who need additional assistance - included at no extra cost.

Mobile Optimization

Responsive design ensures perfect viewing on all devices, from smartphones to desktop computers.

Smart Image Description

AI-generated comprehensive alt-text for all images, charts, maps, and diagrams following WCAG best practices.

Standards & Laws We Help You Meet

ADA Title II & III

Compliance with Americans with Disabilities Act requirements for public entities and places of public accommodation.

Section 508

Federal accessibility standard required for all federal agencies and contractors.

WCAG 2.1 AA

International Web Content Accessibility Guidelines—the gold standard for digital accessibility.

PDF/UA (ISO 14289)

We test your documents against the International standard for universally accessible PDF documents.

Every Plan Includes

- ✓ **Unlimited document views** — No per-view charges, ever
- ✓ **Automatic new document processing** — New PDFs are processed as they're published
- ✓ **250 language translation** — Real-time translation powered by Google Translate
- ✓ **AI-powered Q&A** — Users can ask questions about document content in plain language
- ✓ **Live visual interpretation** — 24/7 Aira access for users who need additional assistance
- ✓ **Compliance dashboard** — Monitor your accessibility status in real-time

Why Not Traditional Remediation?

Traditional PDF Remediation

- \$7-15+ per page, one-time
- 20+ minutes of staff time per page
- Requires reprocessing when documents update
- No translation or search functionality
- You own the compliance burden forever

DocAccess Solution

- Predictable annual pricing
- Instant processing—no staff time required
- Automatically handles document updates
- Includes translation, search, and Q&A
- We handle compliance—you focus on your mission

Technical Excellence & Compliance



DocAccess is built on industry-leading standards and partnerships:

- ✓ Testing PDFs for WCAG 2.1 AA and PDF/UA compliance verified by VeraPDF validation
- ✓ Section 508 and ADA Title II & III compliance
- ✓ ISO 14289 (PDF/UA) standard adherence
- ✓ Tested with all major screen readers (JAWS, NVDA, VoiceOver)
- ✓ Regular audits by accessibility experts
- ✓ Continuous improvement through user and community feedback

Simple Implementation Process

1

Quick Installation (15 minutes)

Add one line of code to your website - similar to Google Analytics. Works with any CMS or platform.

2

Automatic Processing (24 hours)

DocAccess scans and processes all your PDFs, creating accessible versions without touching your original files.

3

Go Live & Stay Compliant

Your PDFs are now served in an accessible, translatable, and mobile-friendly format. New documents are processed automatically. Full dashboard for monitoring.

Investment & Value

Recommended Plan: Page-Based

\$3,000/year

For 5,000 pages on vistafireprotectiondistrict.com, vistafire.specialdistrict.org

What's Included:

- ✓ Unlimited document views and downloads
- ✓ Automatic processing of new documents
- ✓ All accessibility features (translation, Q&A, live assistance)
- ✓ Compliance monitoring dashboard
- ✓ Regular accuracy reviews by experts

Frequently Asked Questions

Do I need to remediate my existing PDFs?

No. DocAccess creates WCAG 2.1 AA compliant HTML formats that are the gold standard for ADA requirements. Your original PDFs remain unchanged as an alternative format for printing.

How quickly can we be compliant?

Most organizations are fully operational within 24-48 hours of installing the DocAccess code. Complex documents may take slightly longer for our quality review process.

What about documents on external sites we link to?

DocAccess uniquely handles external PDFs you link to, ensuring your users have an accessible experience even with third-party documents.

Is this solution legally compliant?

DocAccess meets all federal ADA requirements and state-specific regulations for accessible document creation. No customer using DocAccess has paid even a dollar for any ADA lawsuit, claim, or fine related to its documents. If you encounter an issue, contact us immediately so we can assist you with our unlimited accessibility and legal support program.

Service Agreement

This Software as a Service Agreement ("Agreement") is entered into on June 17, 2026, between CivicPlus, LLC ("Provider") and Vista Fire Protection District ("Customer").

Services Provided

DocAccess is a subscription-based accessibility solution that includes:

- Automated document accessibility compliance
- Real-time translation to 250 languages
- AI-powered search and Q&A functionality
- 24/7 live visual interpretation services
- Compliance monitoring and reporting

Subscription

- Page-Based Plan - 5,000 pages on vistafireprotectiondistrict.com, vistafire.specialdistrict.org

Terms

- Fee: \$3,000 per year
- Contract Term: Jul 1, 2026 - Jun 30, 2027 - 5% annual uplift starting Year 2
- Payment Schedule: Every year, beginning July 1, 2026
- Payment Terms: Net 45
- Renewal Procedure: Automatic one-year renewal term, unless 60 days notice provided prior to renewal date
- Room to Grow: Customer page capacity increases by 250 pages each month (3,000 additional pages per year) to allow Customer to publish more documents. Customer may upgrade for additional pages anytime, with prorated billing on next invoice.

Example Payment Schedule

Invoice	Dates of Service	Rate	Amount
Complimentary Service	6/17/2026 - 6/30/2026	Free	\$0
First Invoice	7/1/2026 - 6/30/2027	\$3,000/year	\$3,000
Future Invoice	7/1/2027 - 6/30/2028	\$3,000/year + 5% uplift	\$3,150

The CivicPlus accounting department will gladly work with you to adjust the payment schedule to meet your needs. Amounts will not include certain state or local imposed sales taxes. Proration amounts are approximate.

This Service Agreement is governed by the terms and conditions of the [Master Services Agreement](#) and the [DocAccess Terms and Conditions](#), both available at: <https://www.civicplus.help/docs/legal-terms-and-conditions-for-services> (collectively, the "Agreement"). By executing this Service Agreement, Customer acknowledges and agrees to be bound by all terms and conditions set forth in the Agreement referenced above. In the event a Master Services Agreement is already executed between the parties, the existing agreement shall take precedence over the linked Master Services Agreement.

Customer may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Customer are considered null and will not alter the Binding Terms, the Agreement, or this service agreement.

CivicPlus, LLC



Name: Mac Clemmens
Title: SVP, DocAccess Co-Founder
Date: June 17, 2026

Vista Fire Protection District



Name: Karlena Rannals
Title: Administrative Manager
Date: June 17, 2026

W-9 available at getstreamline.com/w9 | Fed Tax ID: 48-1202104

Electronic Signature Certificate

Agreement ID: 9ff59e81-d707-43e9-8d62-a34af99f2261
Document Hash: 4fa38ee218d246d9...
Signed Date: June 17, 2026 at 10:57 AM PDT
Signer Name: Karlena Rannals
Signer Title: Administrative Manager
Signature Method: Type
E-Signed Document: [View Signed Agreement HTML](#)
IP Address: 108.175.217.226
Agreement Created: February 17, 2026 at 1:12 PM PST

Summary Review — Regional Wildfire & Landscape Resilience Grant

Grant Name	Regional Wildfire & Landscape Resilience Grant Summary
Funding Agencies	Department of Forestry and Fire Protection’s (CAL FIRE) Climate and Energy Program
Description	The program supports large-scale, collaborative projects that improve wildfire resilience, landscape health, ecological function, and community protection through regional planning and implementation. The program is intended for large, regional-scale projects with significant implementation capacity and multi-partner coordination .
Funding	<ul style="list-style-type: none"> • Minimum award: \$5 million • Maximum award: \$20 million • Total funds available: \$30 million • Funding comes from the Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024, also commonly known as the “Climate Bond.”
Timeline	<ul style="list-style-type: none"> • Submit concept proposals: June 30, 2026 • Invited to submit full proposals: August 7, 2026 • Submit full proposals: September 17, 2026 • Project work must be completed no later than February 28, 2031.
Eligible Applicants	<ul style="list-style-type: none"> • Public agencies • Nonprofit organizations • Federally recognized tribes • California Native American tribes <p><i>Note: Partnerships between agencies, nonprofits, tribes, collaboratives, and other regional entities are encouraged, particularly when they demonstrate shared governance, coordination capacity, and regional prioritization.</i></p>
Eligible Tasks	<ul style="list-style-type: none"> • Regionally appropriate landscape resilience • Community hazardous fuels reduction or modification • Prescribed and cultural fire • Pest management • Reforestation and revegetation • Biomass Utilization • Maintenance of and/or improvements to previously established and completed wildfire and landscape resilience projects. • Planning: Up to 10% of total funds or \$1 million (whichever is less). Limited planning-related activities may be eligible when directly tied to implementation and regional project development. • Workforce Education & Training that is appropriately scaled to the overall project and clearly aligned with its primary objectives.
Match	Match is not required. Projects will be scored higher if they leverage CAL FIRE funds with other state, federal, local, and/or private/philanthropic investments to produce the greatest public benefit.
Timeline	<ul style="list-style-type: none"> • Submit concept proposals: June 30, 2026 • Invited to submit full proposals: August 7, 2026 • Submit full proposals: September 17, 2026 • Project work must be completed no later than February 28, 2031.

Summary Review — Regional Wildfire & Landscape Resilience Grant

Funding Priorities	<ul style="list-style-type: none"> • Multi-benefit projects that have been identified in a Regional Priority Plan (RPP) or equivalent using a transparent and science-based prioritization methodology that integrates data-driven analysis, practitioner expertise, and community input. • Applicants that have demonstrated sufficient administrative, technical, and operational capacity to successfully manage and deliver large, multi-partner projects. • Projects that leverage CAL FIRE funds with other state, federal, local, and/or private/philanthropic investments including projects that align program funding across Climate Bond programs. • Projects that advance regional capacity to develop, prioritize, and implement wildfire and landscape resilience projects. • Projects that have broad involvement from regional stakeholders, including tribes. • Projects that enlist the services of the California Conservation Corps, certified community conservation corps, or tribal corps. • Projects that provide meaningful and direct benefits to disadvantaged communities, severely disadvantaged communities, or vulnerable populations. • Projects that advance the State’s strategic goals and priorities. • Projects that have environmental compliance completed or have environmental compliance completed for a majority of the sub-projects. 																										
Application Scoring Criteria	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #1a3d4d; color: white;">Criteria</th> <th style="background-color: #1a3d4d; color: white;">Points</th> </tr> </thead> <tbody> <tr> <td>In RPP or equivalent using transparent, data-driven process</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Compelling landscape health & wildfire prevention benefits</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Broad-based regional stakeholder &/or tribal support</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Administrative, technical & operational capacity of team</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Reasonable budgeted costs aligned with project scope</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Leverages CAL FIRE funds with others</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Advances regional capacity</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Enlists services of CA Conservation Corps or other corps</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Provides DAC/SDAC, vulnerable population benefits</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Advances CA strategic goals/priorities</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Status of environmental compliance</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Inside SMMC or SNC jurisdiction</td> <td style="text-align: center;">-10</td> </tr> </tbody> </table>	Criteria	Points	In RPP or equivalent using transparent, data-driven process	10	Compelling landscape health & wildfire prevention benefits	10	Broad-based regional stakeholder &/or tribal support	10	Administrative, technical & operational capacity of team	10	Reasonable budgeted costs aligned with project scope	10	Leverages CAL FIRE funds with others	10	Advances regional capacity	10	Enlists services of CA Conservation Corps or other corps	5	Provides DAC/SDAC, vulnerable population benefits	10	Advances CA strategic goals/priorities	5	Status of environmental compliance	10	Inside SMMC or SNC jurisdiction	-10
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Technical Consultation	All applicants are encouraged to request a 25-minute Technical Assistance Consultation with the CAL FIRE Regional Grants Team to discuss project eligibility before beginning the concept-proposal application process — Book an appointment																										
Website	https://www.fire.ca.gov/What-We-Do/Grants/Regional-Grants																										
Grant Guidelines	https://34c031f8-c9fd-4018-8c5a-4159cdf6b0d-cdn-endpoint.azureedge.net/-/media/calfire-website/what-we-do/grants/region-wildfire-landscape-resilience-grants/calfire_regional_grant_guidelines_fy25_26.pdf?rev=dacbd3bb5b1f4a95b45aff910e5c3792&hash=42E6E05354BFD5AFE13FC5864175D02																										

RESOLUTION NO. 2026-08

A RESOLUTION OF THE VISTA FIRE PROTECTION DISTRICT APPROVING AND CONFIRMING A REPORT AND ACCOUNT FOR THE ABATEMENT OF WEEDS, SHRUBS, DEAD TREES, AND WASTE MATTER FOR FISCAL YEAR 2025/26, AND ORDERING THE ASSESSMENT OF UNPAID CHARGES

The Vista Fire Protection District Board of Directors does resolve as follows:

1. **Findings.** The Vista Fire Protection District hereby finds and declares the following:
 - A. Ordinance No. 2024-01 of the Vista Fire Protection District dated February 14, 2024 provides that all weeds, dry grasses, dead shrubs, dead trees, rubbish, or any material growing upon private property are deemed to be a public nuisance and may be abated by the Vista Fire Protection District ("District") at the property owner's expense if, after receipt of notice, the property owner fails to abate the public nuisance.
 - B. Ordinance No. 2024-01 authorizes the District, after receiving a report of weed abatement costs and a public hearing thereon, to impose liens on the properties for the cost of the abatement that are delinquent.
 - C. On June 11, 2026, the required Report of Proceedings and Account of Costs (Fiscal Year 2025/26) with respect to the abatement of such items constituting a public nuisance was filed with the City Clerk of the City of Vista and the Vista Fire Protection District.
 - D. Notices in proper form were duly served as required by Ordinance No. 2024-01, with respect to all the parcels contained in Report of Proceedings and Account of Costs, and no appeals to any affected parcel have been filed as provided for in Ordinance No. 2024-01 of the Vista Fire Protection District.
 - E. The public nuisance formerly existing upon said parcels has not been duly abated and the City and District has incurred costs in accomplishing such abatement.
 - F. The required Report of Proceedings and an Account of Costs incurred, which is on file in the Board Clerk's Office, has been duly posted and noticed and the hearing on such proceedings and costs duly noticed, called, held and conducted on June 10, 2026, pursuant to Ordinance No. 2024-01, and an opportunity afforded each owner of land or other interested person whose parcel was affected by such report to present a written or oral protest or objection to such report and account at said hearing.
 - G. The Board of Directors of the Vista Fire Protection District considered all protests and objections to the report.
 - H. The Board of Directors of the Vista Fire Protection District, after such hearing duly noticed, held, and conducted, finds, and declares that said Report of Proceedings and Account of Costs is correct and should be approved and confirmed in all respects, and the amounts contained therein should be assessed to and shall become liens upon the respective parcels of land as they are shown on the last available assessment roll.
2. **Action.**
 - A. The Board of Directors hereby confirms and approves the 2025/26 Report of Proceedings and Account of Costs, a copy of which is on file in all respects with the Vista Fire Protection District.
 - B. The Board of Directors of the Vista Fire Protection District does hereby determine that the weeds, grasses, dead shrubs, and waste matter upon said premises have existed at all times herein and all times have constituted a public nuisance requiring abatement as provided in said Ordinance No. 2024-01.
 - C. It is ordered that the amounts and costs of abatement as set forth in the Report of Proceedings and Account of Cost, opposite each respective parcel where abatement was required, are hereby assessed to and made liens upon the respective lots, premises, or parcels referred to therein and such respective lots, premises, or parcels referred to therein and such respective amounts to and are made liens upon each respectable parcel of land as such are shown upon the last available roll of San Diego County.

D. The Board Clerk is ordered to file a certified copy of this Resolution, together with the Report of Proceedings and Account of Costs attached thereto, with the County Auditor of the County of San Diego prior to August 10, 2026. Pursuant to California Government Code Section 39580 through 39586 inclusive and Vista Fire Protection District Ordinance No. 2024-01, the County Auditor shall enter each assessment as set forth in the Report of Proceedings and Account of Costs, attached hereto, on the County Tax Roll opposite the parcel of land referred to. The amount of the assessment shall be collected at the same time and in the manner of ordinary ad valorem taxes; and if delinquent, the amount is subject to the same penalties and procedures of foreclosure and sale as provided for ordinary taxes.

3. Adoption. This resolution has been adopted at a meeting of the Board of Directors of the Vista Fire Protection District held on July 08, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Karlana Rannals
Board Clerk/Secretary

John Ploetz
President

Exhibit A

**VISTA FIRE PROTECTION DISTRICT
FISCAL YEAR 2025/2026
REPORT OF PROCEEDINGS AND ACCOUNT OF COSTS**

**WEED ABATEMENT TAX LIENS
2026/27 Assessment**

PARCEL NUMBER	COST TO ABATE	ADMINISTRATIVE FEE	TOTAL
171-070-26-00	1,680.00	960.00	2,640.00
171-070-27-00	1,680.00	960.00	2,640.00
171-070-28-00	1,120.00	960.00	2,080.00
171-070-29-00	1,960.00	960.00	2,920.00
			\$10,280.00

Property Owner	# of Parcels	Total Assessment
Gu Liping	4	10,280.00
	Total	\$10,280.00

TO: BOARD OF DIRECTORS

FROM: KARLENA RANNALS, ADMINISTRATIVE MANAGER
CHRIS CARDINALE, LEGAL COUNSEL

SUBJECT: UPDATE ON FUELS MITIGATION WORKFORCE PROGRAM
AND RATIFICATION OF A CONTRACT WITH CALIFORNIA
CONSERVATION CORPS FOR PROJECT WORK

DATE: JULY 2, 2026



RECOMMENDATION

Staff recommend that the Board review this report and ratify a contract with the California Conservation Corps for fuel reduction and weed abatement projects and authorize the Administrative Manager to implement project work within the program budget approved by the Board.

BACKGROUND

Over the last several years the Board has explored cost-effective options for completing fuels reduction and weed abatement work within the District. Such fire prevention efforts have been shown to reduce both the frequency and intensity of wildfire events, and the work is especially important in high-and-very high fire areas.

On April 10, 2026, the Board received a presentation from the Fire Chief about a proposed partnership with the City of Vista to implement fuels mitigation projects through a Workforce Development Program. Specifically, in collaboration with the Vista Unified School District, the City was awarded a one-year grant from the San Diego Workforce Partnership EMS-Fire Pilot Pathways Initiative (“Grant”) to establish a vegetation management training program. The City’s program will provide paid training and prepare financially disadvantaged and underrepresented high school seniors for carriers in EMS or fire-service.

The Board authorized the District’s participation in the program in the amount of \$30,000 during Fiscal Year 25/26 and \$170,000 in Fiscal Year 26/27; for a total program budget of \$200,000 over Fiscal Years 25-27. The Board’s authorization included funding assistance for a qualified project superintendent to be contracted by the City, and authorization for staff to negotiate and execute an agreement with the City to implement the program.

DISCUSSION

District staff has worked over the past few weeks to finalize and begin implementing the fuels reduction workforce development program and is pleased to report that significant progress has been made.

On June 18, 2026, District and City staff met to discuss program specifics, the parties' respective roles and responsibilities, and the most efficient way to document and implement the program. The meeting was very productive and allowed staff to identify an expeditious path forward:

- Staff prepared a Memorandum of Understanding to document the sharing of costs and services for the program's contracted Superintendent. The MOU indicates that the District will reimburse the City \$1,000 / month between July 1 and December 31, 2026, in consideration for the Superintendent providing services on work performed in the District. The District's contribution represents a gap in grant funding available to pay the Superintendent's negotiated compensation. This MOU may be extended by the parties for so long as the Superintendent remains under contract with the City. Note that the agreement is under city review, and it is expected before the meeting and staff will provide under separate cover.
- The District will contract with and pay CCC for project work performed within the jurisdiction. All work will be performed under a "master services agreement" between the District and CCC, with individual projects being approved via individual work orders / invoices. The Fire Department and Superintendent will be responsible for oversight and management of project work. This mechanism allows the District to select work locations and verify that work has been completed prior to payment.

The MOU between the District and City will be signed by the Administrative Manager, as being within her contract authority and the program budget approved by the Board. Similarly, and consistent with the Board's direction, the Administrative Manager has executed a master services agreement with the CCC and authorized an initial scope of work not to exceed \$30,000. Staff is pleased to share this work is already underway in the Buena Creek corridor.

To avoid delays in implementing the program, staff recommends that the Board ratify the Sponsor Agreement with the CCC in an amount not to exceed \$200,000. This amount represents the program budget approved by the Board, minus amounts scheduled to be paid the Superintendent over the next fiscal year. If approved by the Board, the Fire Chief and/or the Administrative Manager will schedule and authorize additional program work by the CCC and provide regular progress updates to the Board. Individual invoices or scopes of work approved by the Administrative Manager may exceed \$30,000, but total project work / cost will not exceed the program budget approved by the Board.

Attachments:

- MOU between District and City for Superintendent Cost, currently under review by the City. This will be sent separately
- District and CCC Sponsorship Agreement – signed June 18, 2026
- Buena Creek Fuel Management, Project No. R25-3804-17454 – signed June 19, 2026



**SPONSOR AGREEMENT (CCC-96)
(for Governmental Entity - Local)**

This Sponsor Agreement (Agreement) is entered into by the California Conservation Corps (CCC), State of California and

Sponsor's Name: Vista Fire Protection District, a State of California Local Public Entity (Sponsor).

WHEREAS, the CCC is statutorily mandated to provide job skills training, educational opportunities and an increasing awareness of the State's natural resources to young adults;

WHEREAS, the CCC is authorized to work on projects in rural and urban areas that, provide a benefit to the public by, among other things, preserving, maintaining and/or enhancing the lands and water of the State of California, directly contributing to the conservation of energy and/or assisting in fire prevention and suppression;

WHEREAS, the CCC is authorized pursuant to the California Public Resources Code Section 14306 to execute contracts for furnishing the services of the CCC to any federal, state or local public entity, any local or statewide private organizations, and any person, firm, partnership, or corporation concerned with the objectives of the CCC program as specified in California Public Resources Code Sections 14000 and 14300;

WHEREAS, the Sponsor can provide opportunities for public service through meaningful and productive work projects;

WHEREAS, each party to this Agreement is duly authorized to enter into this Agreement; and

WHEREAS, the parties to this Agreement find and determine that it would be to their mutual advantage and the public benefit to join together to accomplish the purpose herein, and coordinate their power, authority and expertise for the CCC to use its corpsmembers and employees to accomplish projects specified by Sponsor and agreed to by the CCC;

CCC-96 LG (rev. 07/2022)





NOW THEREFORE, in consideration and recognition of the above, the Sponsor and CCC (collectively referred to herein as “the parties”) agree as follows:

A. Documentation of Projects

1. Sponsor will submit project proposals to the CCC.
2. The CCC shall work with Sponsor to include details of project proposals in a CCC Project Evaluation and/or other appropriate forms and documentation where applicable.
3. No project work will begin without CCC Project Evaluation documentation being signed by the parties’ representatives.
4. The documentation for any project necessarily incorporates into it this Agreement.
5. If there should be a conflict with terms and conditions contained in any other documents related to the parties’ relationship or any project related thereto, the terms and conditions set forth in this CCC 96 will take precedence.
6. Unless otherwise specified in the project documentation, the parties agree to accept documents that are electronically signed in accordance with Government Code Section 16.5.

B. Parties Obligations:

1. Sponsor agrees:
 - a. To pay for all costs, including but not limited to, labor, material and supply costs negotiated and agreed to by the parties that are directly related to and necessitated by the project and that are set forth in the project documentation;
 - b. To make available to the CCC adequate plans, specifications, materials, supplies, equipment and/or special labor requirements to complete the project as determined and agreed to by the parties as specified in the project documentation;
 - c. To provide adequate technical supervision as determined and agreed to by the parties;
 - d. To obtain approvals, clearances, and permits required by any local, state, tribal, or federal entity, law, or regulation;
 - e. To the extent any project involves the CCC performing work on private property, the Sponsor shall obtain and/or has obtained all necessary approvals, authorizations and/or permits from the owners





of said private property before the CCC begins project work on said property and that the CCC is authorized to perform the project work on said private property;

- f. To obtain clearances and/or meet requirements, if any, of trade unions or other labor organizations occasioned by the participation of the CCC in the project;
- g. To provide project sites that, to the best of the Sponsor's knowledge, are free of any known hazardous materials, but if there are any known hazardous materials present, the Sponsor shall provide the location, identity, and amounts of such hazardous materials as well as the associated Safety Data Sheets;
- h. To provide or reimburse the CCC for acceptable temporary living accommodations for CCC personnel engaged in working on a project if: (1) the project is located at a site that is more than a one-hour drive from the designated CCC base center; and, (2) provision of such living accommodation is determined necessary by the parties;
- i. To conduct an orientation with CCC personnel at the commencement of each project to explain the technical aspects, safety requirements and other relevant information necessary for the CCC to successfully complete the project including the identification of restroom facilities or alternatives;
- j. To work with the CCC to conduct an educational or training presentation at the CCC base center or project site to CCC Corpsmembers; and,
- k. To consider authorizing the CCC to place a sign, plaque or emblem on the project site that presents the CCC's contribution to the project.

2. CCC agrees to:

- a. Review project proposals submitted by the Sponsor and work with Sponsor to prepare project documentation for those proposed projects that are covered by the CCC's statutory mandate, consistent with the CCC's organizational priorities and within the CCC's operational capabilities;
- b. Provide CCC personnel, equipment and materials to perform the obligations specified in the project documentation. The CCC will





- only use personnel who have received adequate prior training and are sufficiently equipped for and alerted to the general nature of the hazards inherent in the scope of work; and,
- c. Provide its personnel with Workers' Compensation coverage and benefits that are administered by the State Compensation Insurance Fund in accordance with the California Labor Code.
3. The Sponsor and CCC mutually agree to the following:
- a. This Agreement is not intended to affect the legal liability of either of the parties by imposing any standard of care other than the standard of care imposed by law;
 - b. Mutual Indemnification:
 - i. To the extent permitted by law including Article XVI, sections 1 and 6 of the California Constitution, and the California Claims Act, the CCC agrees to hold harmless and indemnify the Sponsor against any liability, damage, or loss legally determined to have occurred as a result of performance or failure to perform under this Agreement and/or the project documentation caused by the acts and/or omissions of any person directly employed by, enrolled in or under the control or supervision of the CCC while performing the work set forth in this Agreement and/or the project documentation; and,
 - ii. The Sponsor agrees to hold harmless and indemnify the CCC against any liability, damage, or loss legally determined to have occurred as a result of performance or failure to perform under this Agreement and/or the project documentation caused by the acts and/or omissions of any person directly employed by or under the control or supervision of the Sponsor while performing the work set forth in this Agreement and/or the project documentation;
 - c. Insurance:
 - i. The State of California has elected to cover its motor vehicle and general liability exposure through claims procedures instituted in accordance with the California Government Code provisions and the other provisions of





the law relating to such liability. Pursuant to those procedures, tort liability claims should be presented as a government claim to the Government Claims Program, P.O. Box 989052 MS 414, West Sacramento, CA 95798-9052; <https://www.dgs.ca.gov/ORIM/Services/Page-Content/Office-of-Risk-and-Insurance-Management-Services-List-Folder/File-a-Government-Claim?search=government%20claim%20form> in accordance with the California Government Code and the other provisions of the law governing submission of such claims. In addition, unless notified otherwise or on behalf of the CCC, motor vehicle liability claims should be presented to the Office of Risk and Insurance Management (ORIM), P.O. Box 989052 MS-403, West Sacramento, CA 95798-9052, (800) 900-3634, claims@dgs.ca.gov. If your motor vehicle liability claim is not resolved within six months from the date of loss, California law requires you to file a formal claim with the Government Claims Program, P.O. Box 989052 MS 414, West Sacramento, CA 95798-9052 (link above). It should be noted, however, that the willingness of ORIM to receive such motor vehicle liability claims does not constitute a waiver by the State of California or the CCC of the time limits or procedures provided by law or the filing of claims relating to such motor vehicle liability. It also should be noted that the addresses set forth in this paragraph are subject to change; any claimant is advised to verify the accuracy of and currency of the addresses for filing claims, and by setting forth addresses in this paragraph, neither the State of California nor the CCC is waiving any time limits or procedures provided by law for filing claims related to alleged motor vehicle or general liability or any other alleged liability.

- ii. The California Department of Human Resources has entered into a Master Agreement with the State Compensation Insurance Fund to administer Workers' Compensation benefits for State employees and Corpsmembers as required by the California Labor Code.





- d. The California Labor Code Section 1720.4(c) specifically exempts the CCC from paying state prevailing wages to Corpsmembers when engaged in public works projects. The CCC is not subject to the federal prevailing wage requirements set forth in the Davis-Bacon Act (Title 40 USC 276A et seq.) when providing labor on federal government contracts. Title 29 of the Code of Federal Regulations (CFR), Section 5.2(h) specifically provides that a State is not considered a contractor under statutes providing loans, grants, or other federal assistance in situations where construction is performed by its own employees and/or personnel;
- e. The California Business and Professions Code, Section 7040 exempts the State of California from contractor licensing requirements. The CCC is a state entity subject to the exemption;
- f. Improvements and Land Use:
 - i. All improvements constructed in whole, or in part by the CCC on lands owned or controlled by the Sponsor will remain the property of the Sponsor;
 - ii. Permission to camp and/or perform work on lands owned or controlled by Sponsor does not in any way convey to the CCC, its staff or any person or persons working with the CCC in the performance of said work, employee status that would extend to them the benefits afforded to permanent employees of Sponsor;
- g. Emergency Services and Possible Delays:
 - i. The CCC is required to provide emergency services when directed by the Governor of the State of California pursuant to an Executive Order, the Office of Emergency Services (Cal OES), Department of Forestry and Fire Protection (CAL FIRE) and other agencies charged with responding to emergencies throughout California arising from fire, flood, wind, and other natural and man-caused disasters.
 - ii. The CCC may be required to temporarily suspend or permanently cease work on projects due to required emergency response or emergency conditions. The parties agree that any delay in completing the work by the CCC due to response to an emergency shall be excused and costs incurred by the delay shall be the responsibility of the Sponsor.





- iii. The resources of the CCC are limited and the public service conservation work of the CCC may be altered in priority from time-to-time. The parties agree that other than delays caused by the CCC's response to an emergency, all other delays by either party shall be excused and costs caused by delays shall be the responsibility of the party incurring such costs.
- h. Audit: It is mutually agreed that, pursuant to California Government Code, § 8546.7, any project performed under this Agreement that involves the expenditure of public funds in excess of ten thousand dollars (\$10,000) shall, along with the Parties thereto, be subject to the examination and audit of the California State Auditor for a period of three years after final payment under said project. Such audit may be triggered at the request of the public entity expending said funds or as part of any California State Auditor audit of said public entity.
- i. All contracts relating to the construction or operation of a project will contain a clause prohibiting discrimination and/or harassment against any person, employee or employee applicant engaged in the project work on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, and denial of family care leave;
- j. Budget Contingencies:
 - i. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State of California and the CCC shall have no liability to pay any funds whatsoever to Sponsor or to furnish any other considerations under this Agreement or related project documentation and Sponsor shall not be obligated to perform any provisions of this Agreement or related project documentation; and,
 - ii. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State of California and the CCC shall have the option to either cancel this Agreement with





- no liability occurring to the State of California or CCC, or offer an amendment to the Agreement reflecting the reduced amount;
- k. Subject to the provisions herein, all remedies allowed by law are available to either party for enforcement of this Agreement. Any waiver of rights by either party or any matter relating to this Agreement shall not be deemed to be a waiver unless in writing and approved by both parties and shall not be a waiver to any other provision or matter relating to this Agreement;
 - l. If any part of this Agreement is found to be invalid the remainder of the Agreement shall continue in full force and effect;
 - m. Neither the CCC nor the Sponsor may assign this Agreement or any interest therein without the written consent of the other party;
 - n. No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties;
 - o. This Agreement is governed by and shall be interpreted in accordance with the laws of the State of California;
 - p. This Agreement shall remain in effect unless terminated upon thirty (30) days written notice from either party; and,

CONTINUED ON NEXT PAGE






- q. Each Party and its respective agents executing this Agreement warrants and represents that it has the full power and authority to execute, deliver and perform the obligations under this Agreement and that each Party's performance hereunder has been duly authorized by all requisite actions on the part of that Party.


Sponsor Information:

Sponsor Name: Vista Fire Protection District	Sponsor Department:
Address: 450 S. Melrose Drive, Vista, CA 92081	
Contact Person: Karlana Rannals	Phone: (760) 688-7588
Email Address: krannals@vistafpd.org	

SIGNATURES

In Witness Whereof, the parties have agreed to the conditions of this Agreement as of the date shown below.

Sponsor Representative Signature:	
<div style="border: 1px solid black; padding: 2px;"> <small>DocuSigned by:</small>  <small>D8078BFD89794D3...</small> </div>	
Print Name: Karlana Rannals	Date: 6/18/2026

CCC District Director/Region Deputy Signature:	
<div style="border: 1px solid black; padding: 2px;"> <small>DocuSigned by:</small>  <small>E677F3E9788E412...</small> </div>	
Print Name: Sara Weaver	Date: 6/17/2026





State of California
 California Natural Resources Agency
CALIFORNIA CONSERVATION CORPS PROJECT EVALUATION
FORM CCC 58
R-25-3804-17454
Buena Creek Fuel Mitigation

Project Data

Project Title: Buena Creek Fuel Mitigation

Project Number: R-25-3804-17454

Center Information: 3804 - North County Satellite

Contract Information: -

Project Description:

California Conservation Corps will assist the Vista Fire Protection District under the California Governor's Office of Emergency Services Hazard Mitigation Grant Program. As a cooperators providing field operations support for these critical projects, These essential investments that align directly with the program's mission to protect people, structures, and communities in fire-threatened areas.

Project One: focuses on creating defensible space around residential neighborhoods and key emergency service infrastructure. We will provide direct operational support for fuel reduction activities in these critical areas.

Project Two: addresses fuel mitigation along a major transportation corridor impacted by unhoused/transient citizens, ensuring safer evacuation routes and improved emergency access. As a cooperators, we will contribute field services for fuel reduction and site preparation work.

Collectively, these initiatives will provide enhanced wildfire protection for disadvantaged and low-income communities as defined by Assembly Bill 1550, while aligning with California's Strategic Fire Plan through proven, data-driven prevention strategies. California Conservation Corps' operational contribution as a cooperators will help ensure efficient execution and successful completion of all fuel reduction objectives.

Proactive measures will strengthen public safety and advance California's climate resilience goals.

Sponsor Information

Agency Name: VISTA FIRE PROTECTION DISTRICT **Agency Code:** 69025

Mailing Address	Mailing City	Mailing State	Mailing Zip Code
200 Civic Center Drive	Vista	CA	92408
450 S. Melrose Drive	Vista	CA	92081

Sponsor Contact Information:

Contact Type	Title	First Name	Last Name	Phone Number	Email Address
Sponsor Representative; Technical Advisor	Fire Chief	Gerard	Washington	(760) 643-2801	gWASHINGTON@vista.gov



State of California
 California Natural Resources Agency
CALIFORNIA CONSERVATION CORPS PROJECT EVALUATION
FORM CCC 58
R-25-3804-17454
Buena Creek Fuel Mitigation

Sponsor Representative	Administrative Manager	Karlana	Rannals	(760) 688-7588	krannals@vistafpd.org
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Estimate Information

Estimated Number of Hours: 1000.0

Estimated Start and End Dates: 6/1/2026 - 6/30/2026

Work Site Information:

Address	City	State	Zip Code	Geolocation Latitude	Geolocation Longitude	CES 4.0 %
450 S. Melrose Drive	Vista	CA	92081			33.17%

Directions to Site Location	Special Instructions
GPS	

Fiscal Summary

Total OE&E	Total CM Labor Amount	Total Fiscal Summary Amount
\$1,000.00	\$29,000.00	\$30,000.00

Equipment, Materials and Labor

Sponsor Supplied Materials, Equipment and Labor:

Materials:

Equipment:

Labor: Technical Supervision

BY SIGNING THIS DOCUMENT:

The CCC Representative agrees to the following:



State of California

California Natural Resources Agency

CALIFORNIA CONSERVATION CORPS PROJECT EVALUATION

FORM CCC 58

R-25-3804-17454

Buena Creek Fuel Mitigation

- A Sponsor Agreement (CCC 96 or, where applicable, an Inter Agency Agreement or other Master Agreement) is on file at Headquarters (HQ).
- If the Sponsor is a non-profit entity, a Private Property/Sponsor Authorization form has been submitted to HQ.
- If the Sponsor is a for-profit entity, a Private Property/Sponsor Authorization form has been submitted to HQ.
- The project conforms to the CCC's Injury and Illness Prevention Program (IIPP).
- The signing CCC Representative has the authority to enter into a contractual agreement of this amount with the Sponsor.

The Sponsor Representative agrees to the following:

- Hazardous Materials
 - If there are hazardous materials present, the Sponsor has provided the location, identity, and amounts of any hazardous substances at the worksite and provided all Material Safety Data Sheets (MSDS) for hazards that are present at the worksite.
 - OR
 - To the best knowledge of the Sponsor, the worksite is free of any known hazardous materials.
- All applicable local, state, tribal, and federal permits, approvals, and clearances have been obtained.
- Project Funding
 - For projects funded by the Sponsor or entity other than the CCC, the Sponsor agrees to reimburse the CCC for estimated costs in accordance with the fiscal details shown in this document.
 - OR
 - For projects funded internally by CCC's Environmental Programs or other special fund, the Sponsor agrees to comply with all applicable program and eligibility criteria to fund the project.
- The signing Sponsor Representative has the authority to enter into a contractual agreement of this type (and, if any, this amount) with the CCC.

CCC Agreement # (CCC Contract Officer Assigns)	Index# 3834 (Center Index Code is Four digits)	CCC Project Number R25-3804-17454 (C3 Assigns)
--------------------------------------------------------------	-----------------------------------------------------------------	-----------------------------------------------------------------

A] The California Conservation Corps (CCC), agrees to provide crew labor for the project titled:
Vista Fire Protection District Buena Park Fuel Mitigation

See CCC-58: Project Evaluation Form for details.

B] The term of this agreement shall be:
 Agreement Start Date: June 1, 2026 Check here if multi-year
 Agreement Expiration Date: June 30, 2026

C] Sponsor agrees to reimburse the CCC for estimated costs in accordance with the Fiscal Summary. (Fiscal Year displays are shown on page 2 and page 3.) NOTE TO SPONSOR: Budget detail will not be provided on performance based contracts.	Labor	Hours	Rate/Hr	Totals
	CM Regular Time:	1000.00	\$ 29.00	\$ 29,000.00
	CM Overtime:	0.00	\$ -	\$ -
	Performance Based Labor:			\$ -
	Unspecified:			\$ -
	Staff Regular Time :			\$ -
	Staff Overtime :			\$ -
	EXPENSES			
	Equipment (greater than \$5,000):			\$ -
	Tools (includes equipment less than \$5,000):			\$ -
	Materials:			\$ 1,000.00
	Vehicle Operations:			\$ -
	Consulting:			\$ -
	Other:			\$ -

D] The total amount payable by Sponsor to CCC under this agreement shall not exceed: \$ 30,000.00

E] The CCC shall forward billing for labor and/or operating expenses with supporting documentation to the sponsor:
 Monthly Quarterly At end of contract
 F] Sponsor agrees to pay CCC within 35 days from receipt of invoice.

Sponsor	
Organization:	Vista Fire Protection District
Date:	6/19/2026
Signature:	<div style="font-size: x-small;">DocuSigned by:</div> <div style="font-size: x-small;">D8078BFDB9794D3...</div>
Print:	Karlena Rannals
Title:	Administrative Manager
SPONSOR EMAIL ADDRESS	
krannals@vistafpd.org	
SPONSOR MAILING ADDRESS	
450 S. Melrose Drive Vista, CA 92081	
SPONSOR BILLING ADDRESS:	
X <i>Check Here if Billing and Mailing Address are the same</i>	

STATE OF CALIFORNIA	
California Conservation Corps	
Date:	
Signature:	
Print:	Tabatha Chavez
Title:	Deputy Director, Administration
CCC CENTER VERIFICATION	
Date:	6/19/2026
Signature:	<div style="font-size: x-small;">DocuSigned by:</div> <div style="font-size: x-small;">FF0DDA08A7A3488...</div>
Print:	James Roe
Title:	Conservation Supervisor
FORWARD PAYMENTS TO:	
California Conservation Corps Attention: Accounting/Receivables 1719 24th Street Sacramento, CA 95816	

		Labor	Hours	Rate/Hr	Totals	
First Fiscal Year Display	FROM:	06/15/26	CM Regular Time:	1000.00	\$ 29.00	\$ 29,000.00
	TO:	06/30/26	CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:			\$ -
	Unspecified:			\$ -	\$ -	
	Staff Regular Time :			\$ -	\$ -	
	Staff Overtime :			\$ -	\$ -	
	EXPENSES					
	Equipment (greater than \$5,000):			\$ -	\$ -	
	Tools (includes equipment less than \$5,000):			\$ -	\$ -	
	Materials:			\$ -	\$ -	
	Vehicle Operations:			\$ -	\$ -	
	Consulting:			\$ -	\$ -	
	Other:			\$ -	\$ -	
	First Fiscal Year TOTAL:				\$	29,000.00
	Second Fiscal Year Display	FROM:		CM Regular Time:	0.00	\$ -
TO:			CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:			\$ -
Unspecified:			\$ -	\$ -		
Staff Regular Time :			\$ -	\$ -		
Staff Overtime :			\$ -	\$ -		
EXPENSES						
Equipment (greater than \$5,000):			\$ -	\$ -		
Tools (includes equipment less than \$5,000):			\$ -	\$ -		
Materials:			\$ 1,000.00	\$ 1,000.00		
Vehicle Operations:			\$ -	\$ -		
Consulting:			\$ -	\$ -		
Other:			\$ -	\$ -		
Second Fiscal Year TOTAL:				\$	1,000.00	
Third Fiscal Year Display		FROM:		CM Regular Time:	0.00	\$ 29.00
	TO:		CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:			\$ -
	Unspecified:			\$ -	\$ -	
	Staff Regular Time :			\$ -	\$ -	
	Staff Overtime :			\$ -	\$ -	
	EXPENSES					
	Equipment (greater than \$5,000):			\$ -	\$ -	
	Tools (includes equipment less than \$5,000):			\$ -	\$ -	
	Materials:			\$ -	\$ -	
	Vehicle Operations:			\$ -	\$ -	
	Consulting:			\$ -	\$ -	
	Other:			\$ -	\$ -	
	Third Fiscal Year TOTAL:				\$	-
	Fourth Fiscal Year Display	FROM:		CM Regular Time:	0.00	\$ 29.00
TO:			CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:			\$ -
Unspecified:			\$ -	\$ -		
Staff Regular Time :			\$ -	\$ -		
Staff Overtime :			\$ -	\$ -		
EXPENSES						
Equipment (greater than \$5,000):			\$ -	\$ -		
Tools (includes equipment less than \$5,000):			\$ -	\$ -		
Materials:			\$ -	\$ -		
Vehicle Operations:			\$ -	\$ -		
Consulting:			\$ -	\$ -		
Other:			\$ -	\$ -		
Fourth Fiscal Year TOTAL:				\$	-	
The total amount payable by Sponsor to CCC under this agreement shall not exceed:					\$ 30,000.00	

		Labor	Hours	Rate/Hr	Totals	
Fifth Fiscal Year Display	FROM:	CM Regular Time:	0.00	\$ 29.00	\$ -	
	TO:	CM Overtime:	0.00	\$ -	\$ -	
		Performance Based Labor:				\$ -
		Unspecified:				\$ -
		Staff Regular Time :				\$ -
		Staff Overtime :				\$ -
		EXPENSES				
		Equipment (greater than \$5,000):				\$ -
		Tools (includes equipment less than \$5,000):				\$ -
		Materials:				\$ -
		Vehicle Operations:				\$ -
		Consulting:				\$ -
		Other:				\$ -
		Fifth Fiscal Year TOTAL:				\$ -
		Sixth Fiscal Year Display	FROM:	CM Regular Time:	0.00	\$ 29.00
TO:	CM Overtime:		0.00	\$ -	\$ -	
	Performance Based Labor:				\$ -	
	Unspecified:				\$ -	
	Staff Regular Time :				\$ -	
	Staff Overtime :				\$ -	
	EXPENSES					
	Equipment (greater than \$5,000):				\$ -	
	Tools (includes equipment less than \$5,000):				\$ -	
	Materials:				\$ -	
	Vehicle Operations:				\$ -	
	Consulting:				\$ -	
	Other:				\$ -	
	Sixth Fiscal Year TOTAL:				\$ -	
	Seventh Fiscal Year Display		FROM:	CM Regular Time:	0.00	\$ 29.00
TO:		CM Overtime:	0.00	\$ -	\$ -	
		Performance Based Labor:				\$ -
		Unspecified:				\$ -
		Staff Regular Time :				\$ -
		Staff Overtime :				\$ -
		EXPENSES				
		Equipment (greater than \$5,000):				\$ -
		Tools (includes equipment less than \$5,000):				\$ -
		Materials:				\$ -
		Vehicle Operations:				\$ -
		Consulting:				\$ -
		Other:				\$ -
		Seventh Fiscal Year TOTAL:				\$ -
		Eighth Fiscal Year Display	FROM:	CM Regular Time:	0.00	\$ 29.00
TO:	CM Overtime:		0.00	\$ -	\$ -	
	Performance Based Labor:				\$ -	
	Unspecified:				\$ -	
	Staff Regular Time :				\$ -	
	Staff Overtime :				\$ -	
	EXPENSES					
	Equipment (greater than \$5,000):				\$ -	
	Tools (includes equipment less than \$5,000):				\$ -	
	Materials:				\$ -	
	Vehicle Operations:				\$ -	
	Consulting:				\$ -	
	Other:				\$ -	
	Eighth Fiscal Year TOTAL:				\$ -	
	The total amount payable by Sponsor to CCC under this agreement shall not exceed:					\$ 30,000.00

CCC-96A Definitions

Page 1

CCC Agreement #	This is the CCC contract number that CCC Headquarters assigns to each Reimbursement Contract. The Reimbursement Contract Analyst will enter this contract number in the space provided if this is a new CCC Reimbursement Contract. If this project is for an existing CCC Contract that CCC Headquarters has already assigned a CCC contract number to, then the center will be responsible to type in the CCC Contract number.
Index #	This is the four-digit index code for the center that is working this project. For example, the San Diego Center index is 3810.
CCC Project Number	The CCC Project Number is assigned at each Center by the C3 Computer system.
A] The California Conservation Corps (CCC), agrees to provide crew labor for the project titled:	This is the title of the project. This is the same project title that is used in C3 system and within the Project Evaluation CCC-58 form. *Please note that if the CCC-96A is a revision to a previous CCC-96A, then the word "Revised", "Amended", or "Modified" and the Date should be included in the title.
B] The term of this agreement shall be: Agreement Start Date: Agreement Expiration Date:	The agreement start date and the agreement expiration date are to reflect the entire contract period. Agreement Start Date is when the Sponsor would like to have the CCC start work on this contract. Please note that the project work can not be started prior to a fully executed contract. A fully executed contract means that the sponsor has signed all required contracting documents and that the CCC has signed all required contracting documents. Agreement Expiration Date means that project work will not be performed by the CCC after the agreement expiration date as the CCC will not be reimbursed for that work completed after the agreement expiration date.
Check here if multi-year	If the contract goes beyond one CCC Fiscal year (which is July 1st through June 30) then this multi-year box must be checked. The Fiscal Display on page 2 and 3 of the CCC-96A must be completed for each fiscal year.
C] Sponsor Agrees to reimburse the CCC for estimated costs in accordance with the Fiscal Summary.	The Fiscal Summary on page 1 is locked and requires no action by the center as it is auto-populated with data that is filled out on page 2 and 3 of the Fiscal Year Displays.
D] The total amount payable by Sponsor to CCC under this agreement shall not exceed:	The total amount payable is locked and requires no action by the center as it is auto-populated with data that is filled out on page 2 and 3 of the Fiscal Year Displays.
E] The CCC shall forward billing for labor and/or operating expenses with supporting documentation to the sponsor.	This will communicate to Accounting how often the CCC can bill for the project work completed. The CCC <u>prefers monthly billing.</u>
F] Sponsor Agrees to pay within 35 days from receipt of invoice	Sponsor agrees to pay within 35 days from receipt of CCC invoice.
Sponsor Organization	The name of the organization that will be paying for the project work.
Sponsor Date and Signature	The signature and date of the sponsor who is <u>authorized</u> to commit the sponsor organization to pay for the work completed by the CCC.
Sponsor Print	Type in the name of the sponsor who is <u>authorized</u> to commit the sponsor organization to pay for the work completed by the CCC.
Sponsor Title	Type in the title of the sponsor who is <u>authorized</u> to commit the sponsor organization to pay for the work completed by the CCC.
Sponsor Email Address	Type in the sponsor's email address. This is the email address that the CCC Headquarters will use to email the fully executed contract to.

Sponsor Mailing Address	Type in the sponsor's mailing address.
Sponsor Billing Address	Type in the sponsor's billing address <u>IF THIS IS DIFFERENT FROM THE MAILING ADDRESS</u> . Please make sure to put in "Attention" or C/O for billing.
CCC Center Verification Date Signature Print	The Conservation Supervisor(or designated center staff) is required to sign the Signature line stating that the Fiscal Detail is correct and the CCC Center can adequately provide the services requested as described on the CCC-58 for the budget detail provided on the CCC-96A. The Conservation Supervisor will need to date, sign and print their name.

Page 2 & 3

Fiscal Year From/To	Type in the dates for each fiscal display. Please note that the CCC fiscal year is from July 1 to June 30th.
Hours / Rate	Type in the negotiated hours to complete the project for each fiscal year. Type in the negotiated CM hourly rate in the first fiscal display and it will auto-populate subsequent fiscal displays. If the CM hourly rate changes each fiscal year, please contact your CCC Reimbursement Contract Analyst for assistance.
Performance Based Labor:	Performance based labor is used when the sponsor is paying a flat amount for a project to be completed per contract negotiations.
Unspecified:	Unspecified is used when the sponsor has additional dollars in the contract, but at this time is uncertain where (including which fiscal year) they would like to use this amount. These funds can be used in Labor or in O&E. This can be used as a rounding line.
Staff Regular Time :	Type in the negotiated staff billable dollars to complete the project for each fiscal year if applicable to this Agreement.
Staff Overtime :	To be used when the project requires a spike, or other overtime.
EXPENSES	
Equipment (greater than \$5,000):	This would include any single equipment item that the CCC will be purchasing for this project that will cost more than \$5,000.
Tools (includes equipment less than \$5,000):	Any equipment item(s) that the CCC will be purchasing for this project that will cost less than \$5,000 each. Examples: chain saws, hammers, shovels, etc with a value less than \$5,000.
Materials:	This line item will also include all materials that the CCC will need to purchase for this project which includes, but not limited to: trees, shrubs, seeds, etc.
Vehicle Operations:	Examples: gas purchases, vehicle maintenance and repair.
Consulting:	Expert advice required for projects.
Other:	This would include rental of CCC owned equipment, rented equipment (including vehicle rentals), spike food, etc.

Certificate Of Completion

Envelope Id: 00FE999C-A8AF-8884-8032-48C4A7924C08

Status: Completed

Subject: Complete with Docusign: CCC_58 Buena Creek Fuel Mitigation.pdf, CCC 0096A Agreement Addendum Vi...

Source Envelope:

Document Pages: 9

Signatures: 5

Envelope Originator:

Certificate Pages: 4

Initials: 0

James Roe

AutoNav: Enabled

1719 24th Street

Envelopeld Stamping: Enabled

Sacramento, CA 95816

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

james.roe@ccc.ca.gov

IP Address: 47.151.209.138

Record Tracking

Status: Original

Holder: James Roe

Location: DocuSign

6/19/2026 10:44:04 AM

james.roe@ccc.ca.gov

Security Appliance Status: Connected

Pool: StateLocal

Signer Events

James Roe

james.roe@ccc.ca.gov

Conservationist Supervisor

CCC Energy Norwalk

Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

James Roe
FF0DDA08A7A3488...

Signature Adoption: Pre-selected Style

Using IP Address: 47.151.209.138

Timestamp

Sent: 6/19/2026 10:47:45 AM

Viewed: 6/19/2026 10:48:34 AM

Signed: 6/19/2026 10:48:44 AM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Karlana Rannals

krannals@vistafpd.org

Administrative Manager

Security Level: Email, Account Authentication (None)

DocuSigned by:

Karlana Rannals
D8078BFDB9794D3...

Signature Adoption: Pre-selected Style

Using IP Address: 2600:8802:4700:101::c9

Sent: 6/19/2026 10:47:46 AM

Viewed: 6/19/2026 10:48:22 AM

Signed: 6/19/2026 10:49:23 AM

Electronic Record and Signature Disclosure:

Accepted: 6/19/2026 10:48:22 AM

ID: 2112994d-2f49-4e09-94ac-b28957f83c80

Tom van Meeuwen

tom.vanmeeuwen@ccc.ca.gov

District Director

California Conservation Corps

Security Level: Email, Account Authentication (None)

DocuSigned by:

Tom van Meeuwen
A3127A7991594D6...

Signature Adoption: Pre-selected Style

Using IP Address: 72.205.80.177

Signed using mobile

Sent: 6/19/2026 10:47:46 AM

Viewed: 6/19/2026 10:48:14 AM

Signed: 6/19/2026 10:49:01 AM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events	Status	Timestamp
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	6/19/2026 10:47:46 AM
Certified Delivered	Security Checked	6/19/2026 10:48:14 AM
Signing Complete	Security Checked	6/19/2026 10:49:01 AM
Completed	Security Checked	6/19/2026 10:49:23 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, CCC (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact CCC:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by phone call: 916-341-4400

To contact us by email send messages to: help.desk@ccc.ca.gov

To advise CCC of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at help.desk@ccc.ca.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from CCC

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to help.desk@ccc.ca.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with CCC

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to help.desk@ccc.ca.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify CCC as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by CCC during the course of your relationship with CCC.

CCC Agreement #
26-3804-429R
(CCC Contract Officer Assigns)

Index#
3834
(Center Index Code is Four digits)

CCC Project Number
R25-3804-17454
(C3 Assigns)

A] The California Conservation Corps (CCC), agrees to provide crew labor for the project titled:
Vista Fire Protection District Buena Park Fuel Mitigation

See CCC-58: Project Evaluation Form for details.

B] The term of this agreement shall be:
Agreement Start Date: June 18, 2026 Check here if multi-year
Agreement Expiration Date: June 30, 2026


C] Sponsor agrees to reimburse the CCC for estimated costs in accordance with the Fiscal Summary. (Fiscal Year displays are shown on page 2 and page 3.)

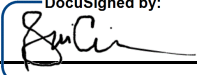
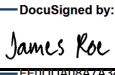
NOTE TO SPONSOR: Budget detail will not be provided on performance based contracts.

Labor	Hours	Rate/Hr	Totals
CM Regular Time:	1000.00	\$ 29.00	\$ 29,000.00
CM Overtime:	0.00	\$ -	\$ -
Performance Based Labor:			\$ -
Unspecified:			\$ -
Staff Regular Time :			\$ -
Staff Overtime :			\$ -
EXPENSES			
Equipment (greater than \$5,000):			\$ -
Tools (includes equipment less than \$5,000):			\$ -
Materials:			\$ 1,000.00
Vehicle Operations:			\$ -
Consulting:			\$ -
Other:			\$ -

D] The total amount payable by Sponsor to CCC under this agreement shall not exceed: **\$ 30,000.00**

E] The CCC shall forward billing for labor and/or operating expenses with supporting documentation to the sponsor:
 Monthly Quarterly At end of contract
 F] Sponsor agrees to pay CCC within 35 days from receipt of invoice.

Sponsor	
Organization:	Vista Fire Protection District
Date:	6/19/2026
Signature:	 <small>DocuSigned by: Karlena Rannals D8078BFDB9794D3...</small>
Print:	Karlena Rannals
Title:	Administrative Manager
SPONSOR EMAIL ADDRESS	
krannals@vistafpd.org	
SPONSOR MAILING ADDRESS	
450 S. Melrose Drive Vista, CA 92081	
SPONSOR BILLING ADDRESS:	
X Check Here if Billing and Mailing Address are the same	

STATE OF CALIFORNIA	
California Conservation Corps	
Date:	6/19/2026
Signature:	 <small>DocuSigned by: Tabatha Chavez 30C28083B8FF425...</small>
Print:	Tabatha Chavez
Title:	Deputy Director, Administration
CCC CENTER VERIFICATION	
Date:	6/19/2026
Signature:	 <small>DocuSigned by: James Roe FF0D1A08A7A3488...</small>
Print:	James Roe
Title:	Conservation Supervisor
FORWARD PAYMENTS TO:	
California Conservation Corps Attention: Accounting/Receivables 1719 24th Street Sacramento, CA 95816	

			Labor	Hours	Rate/Hr	Totals
First Fiscal Year Display	FROM:	6/18/26 06/15/26 CS	CM Regular Time:	1000.00	\$ 29.00	\$ 29,000.00
			CM Overtime:	0.00	\$ -	\$ -
	TO:	06/30/26				
			Performance Based Labor:			\$ -
			Unspecified:			\$ -
			Staff Regular Time :			\$ -
			Staff Overtime :			\$ -
			EXPENSES			
			Equipment (greater than \$5,000):			\$ -
			Tools (includes equipment less than \$5,000):			\$ -
			Materials:			\$ 1,000.00
			Vehicle Operations:			\$ -
			Consulting:			\$ -
			Other:			\$ -
		First Fiscal Year TOTAL:			\$ 30,000.00	
Second Fiscal Year Display	FROM:		CM Regular Time:	0.00	\$ -	\$ -
			CM Overtime:	0.00	\$ -	\$ -
	TO:					
			Performance Based Labor:			\$ -
			Unspecified:			\$ -
			Staff Regular Time :			\$ -
			Staff Overtime :			\$ -
			EXPENSES			
			Equipment (greater than \$5,000):			\$ -
			Tools (includes equipment less than \$5,000):			\$ -
			Materials:			\$ -
			Vehicle Operations:			\$ -
			Consulting:			\$ -
			Other:			\$ -
		Second Fiscal Year TOTAL:			\$ -	
Third Fiscal Year Display	FROM:		CM Regular Time:	0.00	\$ CS -29.00	\$ -
			CM Overtime:	0.00	\$ -	\$ -
	TO:					
			Performance Based Labor:			\$ -
			Unspecified:			\$ -
			Staff Regular Time :			\$ -
			Staff Overtime :			\$ -
			EXPENSES			
			Equipment (greater than \$5,000):			\$ -
			Tools (includes equipment less than \$5,000):			\$ -
			Materials:			\$ -
			Vehicle Operations:			\$ -
			Consulting:			\$ -
			Other:			\$ -
		Third Fiscal Year TOTAL:			\$ -	
Fourth Fiscal Year Display	FROM:		CM Regular Time:	0.00	\$ CS -29.00	\$ -
			CM Overtime:	0.00	\$ -	\$ -
	TO:					
			Performance Based Labor:			\$ -
			Unspecified:			\$ -
			Staff Regular Time :			\$ -
			Staff Overtime :			\$ -
			EXPENSES			
			Equipment (greater than \$5,000):			\$ -
			Tools (includes equipment less than \$5,000):			\$ -
			Materials:			\$ -
			Vehicle Operations:			\$ -
			Consulting:			\$ -
			Other:			\$ -
		Fourth Fiscal Year TOTAL:			\$ -	
The total amount payable by Sponsor to CCC under this agreement shall not exceed:						\$ 30,000.00

Fifth Fiscal Year Display	FROM:		Labor	Hours	Rate/Hr	Totals
			CM Regular Time:	0.00	\$ CS-29.00	\$ -
	TO:		CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:		\$ -	
			Unspecified:		\$ -	
			Staff Regular Time :		\$ -	
			Staff Overtime :		\$ -	
			EXPENSES			
			Equipment (greater than \$5,000):		\$ -	
			Tools (includes equipment less than \$5,000):		\$ -	
			Materials:		\$ -	
			Vehicle Operations:		\$ -	
			Consulting:		\$ -	
			Other:		\$ -	
			Fifth Fiscal Year TOTAL:		\$ -	

Sixth Fiscal Year Display	FROM:		Labor	Hours	Rate/Hr	Totals
			CM Regular Time:	0.00	\$ CS-29.00	\$ -
	TO:		CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:		\$ -	
			Unspecified:		\$ -	
			Staff Regular Time :		\$ -	
			Staff Overtime :		\$ -	
			EXPENSES			
			Equipment (greater than \$5,000):		\$ -	
			Tools (includes equipment less than \$5,000):		\$ -	
			Materials:		\$ -	
			Vehicle Operations:		\$ -	
			Consulting:		\$ -	
			Other:		\$ -	
			Sixth Fiscal Year TOTAL:		\$ -	

Seventh Fiscal Year Display	FROM:		Labor	Hours	Rate/Hr	Totals
			CM Regular Time:	0.00	\$ CS-29.00	\$ -
	TO:		CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:		\$ -	
			Unspecified:		\$ -	
			Staff Regular Time :		\$ -	
			Staff Overtime :		\$ -	
			EXPENSES			
			Equipment (greater than \$5,000):		\$ -	
			Tools (includes equipment less than \$5,000):		\$ -	
			Materials:		\$ -	
			Vehicle Operations:		\$ -	
			Consulting:		\$ -	
			Other:		\$ -	
			Seventh Fiscal Year TOTAL:		\$ -	

Eighth Fiscal Year Display	FROM:		Labor	Hours	Rate/Hr	Totals
			CM Regular Time:	0.00	\$ CS-29.00	\$ -
	TO:		CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:		\$ -	
			Unspecified:		\$ -	
			Staff Regular Time :		\$ -	
			Staff Overtime :		\$ -	
			EXPENSES			
			Equipment (greater than \$5,000):		\$ -	
			Tools (includes equipment less than \$5,000):		\$ -	
			Materials:		\$ -	
			Vehicle Operations:		\$ -	
			Consulting:		\$ -	
			Other:		\$ -	
			Eighth Fiscal Year TOTAL:		\$ -	

The total amount payable by Sponsor to CCC under this agreement shall not exceed:	\$ 30,000.00
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CCC Agreement #

Index#

CCC Project Number

26-3804-429R

3804

~~R-25-3804-17454~~
~~R25-3804-17464 CS~~

(CCC Contract Officer Assigns)

(Center Index Code is Four digits)

(C3 Assigns)

A] The California Conservation Corps (CCC), agrees to provide crew labor for the project titled:

Vista Fire Protection District Buena Park Fuel Mitigation

See CCC-58: Project Evaluation Form for details.

B] The term of this agreement shall be:

Agreement Start Date: June 18, 2026

Check here if multi-year

Agreement Expiration Date: June 30, 2027

C] Sponsor agrees to reimburse the CCC for estimated costs in accordance with the Fiscal Summary. (Fiscal Year displays are shown on page 2 and page 3.)

Labor	Hours	Rate/Hr	Totals
CM Regular Time:	1000.00	\$ 29.00	\$ 29,000.00
CM Overtime:	0.00	\$ -	\$ -
Performance Based Labor:			\$ -
Unspecified:			\$ -
Staff Regular Time :			\$ -
Staff Overtime :			\$ -
EXPENSES			
Equipment (greater than \$5,000):			\$ -
Tools (includes equipment less than \$5,000):			\$ -
Materials:			\$ 1,000.00
Vehicle Operations:			\$ -
Consulting:			\$ -
Other:			\$ -

NOTE TO SPONSOR: Budget detail will not be provided on performance based contracts.

D] The total amount payable by Sponsor to CCC under this agreement shall not exceed:

\$ 30,000.00

NO CHANGE

E] The CCC shall forward billing for labor and/or operating expenses with supporting documentation to the sponsor:

Monthly Quarterly At end of contract

F] Sponsor agrees to pay CCC within 35 days from receipt of invoice.

Sponsor	
Organization:	Vista Fire Protection District
Date:	6/30/2026
Signature:	DocuSigned by: <i>Karlenna Rannals</i> D8078BFD9794D3...
Print:	Karlenna Rannals
Title:	Administrative Manager
SPONSOR EMAIL ADDRESS	
krannals@vistafpd.org	
SPONSOR MAILING ADDRESS	
450 S. Melrose Drive Vista, CA 92081	
SPONSOR BILLING ADDRESS:	
<input checked="" type="checkbox"/> Check Here if Billing and Mailing Address are the same	

STATE OF CALIFORNIA	
California Conservation Corps	
Date:	6/30/2026
Signature:	DocuSigned by: <i>Tabatha Chavez</i> BF9C0B03A5AE474...
Print:	Tabatha Chavez
Title:	Deputy Director, Administration
CCC CENTER VERIFICATION	
Date:	6/30/2026
Signature:	DocuSigned by: <i>James Roe</i> FF0DDA08A7A3488...
Print:	James Roe
Title:	Conservation Supervisor
FORWARD PAYMENTS TO:	
California Conservation Corps Attention: Accounting/Receivables 1719 24th Street Sacramento, CA 95816	

		Labor	Hours	Rate/Hr	Totals
First Fiscal Year Display	FROM:	06/18/26	CM Regular Time:	1000.00	\$ 29.00 \$ 29,000.00
			CM Overtime:	0.00	\$ - \$ -
	TO:	06/30/26	Performance Based Labor:		\$ -
			Unspecified:		\$ -
			Staff Regular Time :		\$ -
			Staff Overtime :		\$ -
	EXPENSES				
			Equipment (greater than \$5,000):		\$ -
			Tools (includes equipment less than \$5,000):		\$ -
			Materials:		\$ 1,000.00
			Vehicle Operations:		\$ -
			Consulting:		\$ -
			Other:		\$ -
	First Fiscal Year TOTAL:				
Second Fiscal Year Display A#3427	FROM:	07/01/26	CM Regular Time:	0.00	\$ - \$ -
			CM Overtime:	0.00	\$ - \$ -
	TO:	06/30/27	Performance Based Labor:		\$ -
			Unspecified:		\$ -
			Staff Regular Time :		\$ -
			Staff Overtime :		\$ -
	EXPENSES				
			Equipment (greater than \$5,000):		\$ -
			Tools (includes equipment less than \$5,000):		\$ -
			Materials:		\$ -
			Vehicle Operations:		\$ -
			Consulting:		\$ -
			Other:		\$ -
	Second Fiscal Year TOTAL:				
Third Fiscal Year Display	FROM:		CM Regular Time:	0.00	\$ CS 29.00 \$ -
			CM Overtime:	0.00	\$ - \$ -
	TO:		Performance Based Labor:		\$ -
			Unspecified:		\$ -
			Staff Regular Time :		\$ -
			Staff Overtime :		\$ -
	EXPENSES				
			Equipment (greater than \$5,000):		\$ -
			Tools (includes equipment less than \$5,000):		\$ -
			Materials:		\$ -
			Vehicle Operations:		\$ -
			Consulting:		\$ -
			Other:		\$ -
	Third Fiscal Year TOTAL:				
Fourth Fiscal Year Display	FROM:		CM Regular Time:	0.00	\$ CS 29.00 \$ -
			CM Overtime:	0.00	\$ - \$ -
	TO:		Performance Based Labor:		\$ -
			Unspecified:		\$ -
			Staff Regular Time :		\$ -
			Staff Overtime :		\$ -
	EXPENSES				
			Equipment (greater than \$5,000):		\$ -
			Tools (includes equipment less than \$5,000):		\$ -
			Materials:		\$ -
			Vehicle Operations:		\$ -
			Consulting:		\$ -
			Other:		\$ -
	Fourth Fiscal Year TOTAL:				
The total amount payable by Sponsor to CCC under this agreement shall not exceed:					\$ 30,000.00

Fifth Fiscal Year Display	FROM:		Labor	Hours	Rate/Hr	Totals
			CM Regular Time:	0.00	\$ CS 29.00	\$ -
	TO:		CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:		\$ -	
			Unspecified:		\$ -	
			Staff Regular Time :		\$ -	
			Staff Overtime :		\$ -	
			EXPENSES			
			Equipment (greater than \$5,000):		\$ -	
			Tools (includes equipment less than \$5,000):		\$ -	
			Materials:		\$ -	
			Vehicle Operations:		\$ -	
			Consulting:		\$ -	
			Other:		\$ -	
			Fifth Fiscal Year TOTAL:			\$ -

Sixth Fiscal Year Display	FROM:		Labor	Hours	Rate/Hr	Totals
			CM Regular Time:	0.00	\$ CS 29.00	\$ -
	TO:		CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:		\$ -	
			Unspecified:		\$ -	
			Staff Regular Time :		\$ -	
			Staff Overtime :		\$ -	
			EXPENSES			
			Equipment (greater than \$5,000):		\$ -	
			Tools (includes equipment less than \$5,000):		\$ -	
			Materials:		\$ -	
			Vehicle Operations:		\$ -	
			Consulting:		\$ -	
			Other:		\$ -	
			Sixth Fiscal Year TOTAL:			\$ -

Seventh Fiscal Year Display	FROM:		Labor	Hours	Rate/Hr	Totals
			CM Regular Time:	0.00	\$ CS 29.00	\$ -
	TO:		CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:		\$ -	
			Unspecified:		\$ -	
			Staff Regular Time :		\$ -	
			Staff Overtime :		\$ -	
			EXPENSES			
			Equipment (greater than \$5,000):		\$ -	
			Tools (includes equipment less than \$5,000):		\$ -	
			Materials:		\$ -	
			Vehicle Operations:		\$ -	
			Consulting:		\$ -	
			Other:		\$ -	
			Seventh Fiscal Year TOTAL:			\$ -

Eighth Fiscal Year Display	FROM:		Labor	Hours	Rate/Hr	Totals
			CM Regular Time:	0.00	\$ CS 29.00	\$ -
	TO:		CM Overtime:	0.00	\$ -	\$ -
			Performance Based Labor:		\$ -	
			Unspecified:		\$ -	
			Staff Regular Time :		\$ -	
			Staff Overtime :		\$ -	
			EXPENSES			
			Equipment (greater than \$5,000):		\$ -	
			Tools (includes equipment less than \$5,000):		\$ -	
			Materials:		\$ -	
			Vehicle Operations:		\$ -	
			Consulting:		\$ -	
			Other:		\$ -	
			Eighth Fiscal Year TOTAL:			\$ -

The total amount payable by Sponsor to CCC under this agreement shall not exceed:	\$ 30,000.00
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TO: BOARD OF DIRECTORS,
FROM: KARLENA RANNALS, ADMINISTRATIVE MANAGER
SUBJECT: GOVERNMENT AGENCY BIENNIAL REVIEW, and a RESOLUTION
UPDATING AGENCY CONFLICT OF INTEREST CODE
DATE: JULY 2, 2026



RECOMMENDATION

1. Receive and file the 2026 Conflict of Interest Code Biennial Notice;
2. Authorize the Administrative Manager as the Chief Executive Officer to execute the form, and authorize the Administrative Manager to certify to the County of San Diego Clerk of the Board no later than October 1, 2026 that no amendments will be made to the District's code

BACKGROUND

The Political Reform Act of 1974 requires local agencies to adopt and maintain Conflict of Interest Codes. The Vista Fire Protection District has had a Conflict-of-Interest Code in effect since the 1980s. The District's Conflict of Interest Code requires designated employees, consultants, and members of the Board of Directors to disclose certain financial interests when their positions involve decision-making authority, or participation in decisions, that could foreseeably affect their personal financial interests. In addition, all public employees are required to comply with the State's general conflict of interest laws by abstaining from participating in, influencing, or making decisions that may affect their own financial interests.

The Board of Directors last amended the District's Conflict of Interest Code on August 14, 2024. State law requires every local governmental agency to periodically review its Conflict-of-Interest Code to determine whether it remains accurate and up to date. Any updates to the Code do not change the basic conflict of interest abstention rules, which are established by State law.

Staff have reviewed the District's current Conflict of Interest Code and determined that no amendments are necessary during this review period.

Attachment(s)

1. *County of San Diego Biennial Review Form*

2026 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

Include new positions

Revise disclosure categories

Revise the titles of existing positions

Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions

Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2026**, or by the date specified by your agency, if earlier, to:

(*PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE*)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

TO: BOARD OF DIRECTORS,
FROM: KARLENA RANNALS, ADMINISTRATIVE MANAGER
SUBJECT: DISTRICT GENERAL ELECTION - NOVEMBER 3, 2026
DATE: JULY 2, 2026



RECOMMENDATION

The following recommendations are presented for approval:

1. Establish the maximum number of words, 200, to be permitted in a Candidate's Statement of Qualifications for the offices of Member of the Board of Directors on November 3, 2026, General Election; and
2. Require candidates to obtain candidate papers from the Registrar of Voters in San Diego County; and
3. Require candidate to pay the cost of publication to the Voter Registration and Elections office at the time the candidate files nomination papers.

BACKGROUND

California Elections Code Section 13307(a) permits each candidate in any local election to prepare a Candidate Statement of Qualifications to be printed in the voter information pamphlet, no longer than 200 words, unless the local agency authorizes statements up to 400 words. Section 13307(d) permits the local agency to charge the candidate an estimated pro rata share of the cost for language translation and printing the statement in the Voter Information Pamphlet.

The Registrar of Voters is required to translate candidates' statements and to have the translations available upon request. All agencies in San Diego County that consolidate their elections with the County share translation costs.

DISCUSSION

A General District Election must be held on November 3, 2026 for the purpose of electing members to the Board of Directors for four-year terms. District Board Members are elected by division, with the following seats up for election on November 3, 2026:

- Division B: Marc Makebakken, short term
- Division D: Vacant, full term
- Division E: Jerry Hill, full term

Pursuant to Elections Code §10403 the Board is calling for the General District Election that establishes the same election process utilized in previous elections:

- 1) consolidation of the District General Election with the Statewide General Election in each county;
- 2) if a candidate desires to have a Candidate Statement of no more than 200 words included in the Voter Pamphlet, the candidate will pay the cost of publication to the Voter Registration and Elections office at the time the candidate files nomination papers;
- 3) in the event of a tie vote, the election for that office will be determined by lot by the Governing Board of the District; and
- 4) the District will reimburse San Diego County for actual costs incurred for providing election services.

Candidates are required to obtain candidate papers from the Registrar of Voters in the county they reside in and are registered to vote in during the nomination period which starts on Monday, July 13, 2026 and ends on Friday, August 7, 2026 at 5:00 p.m. Candidates will also be required to file campaign statements with the Registrar of Voters once they declare their intent to run for office.