

**VISTA FIRE PROTECTION DISTRICT
MINUTES –February 13, 2019**

The regularly scheduled monthly meeting of the Vista Fire Protection District was called to order by the presiding President, Read Miller, at 6:00 P.M. at Vista Fire Station #6, 651 East Vista Way, Vista, CA 92084.

I. ROLE CALL AND PLEDGE OF ALLEGIANCE

Directors Present: Mr. Read Miller, President
 Mr. Robert Fougner, Vice President
 Mr. James Elliott, Director
 Mr. Jerry Hill, Director

Directors Absent: Mr. Wallace Stewart, Director

Staff Present: Fire Chief, Jeff Hahn, Fire Inspector, Deputy Fire Chief, Ned Vander Pol
 Mike McFadden, Secretary, Lori McCaffrey, Attorney,
 Liam Perry.

II. APPROVAL OF THIS MEETING’S AGENDA

On motion made by Director Elliott and duly seconded by Vice President Fougner, the Directors present unanimously approved the amended agenda.

III. OPEN DISCUSSION WITH THE BOARD

None

IV. APPROVAL OF MINUTES

On motion made by Director Hill and duly seconded by Director Elliott, the Directors present unanimously approved the minutes for the meeting held January 9, 2019. Vice President Fougner abstained.

V. OFFICER REPORTS

- A. Accounts Payable. The Board reviewed the report of the District’s Accounts Payable for the month ending January 31, 2019. On motion made by Director Elliott and duly seconded by Vice President Fougner, the Board agreed to pay the payables in the amount of \$23,391.11 for January 2019.

- B. Portfolio Summary/District Investments. The Board reviewed the District Investments report as of January 31, 2019.

- C. Management Report 2018/2019. The Board reviewed the Management 2018/2019 report.

VI. COMMITTEE REPORT

None

VII. SPECIAL MATTERS DESIGNATED FOR CONSIDERATION

None

VIII. OLD BUSINESS

None

IX. CONTINUING BUSINESS

- A. Emergency Access Roads. Director Hill reported that there was nothing new to report.
- B. Fire Station Site. The Fire Station Subcommittee reported that they met with Vista City Manager and Deputy Chief Ned Vander Pol to discuss possible options for a future site. There are no new properties available for a new station at this time. Discussions were had to upgrade the current Vista Fire Station #3. The subcommittee will continue to look into feasibility to improve this station, as well as any new options that may become available.
- C. District's Fire Inspector's Report. Fire Inspector Mike McFadden updated the board on completed activities in December and planned activities for January.
- D. Fire Marshall's Report. Deputy Fire Chief Ned Vander Pol reported there are no new projects in the District.
- E. Fire Department's Performance Report. Fire Chief Jeff Hahn reported on the Department's Performance during the month of December 2018.
- F. Fire Chief's Update. Fire Chief Jeff Hahn reported on other matters of interest to the Department and the District.
- G. Household Hazardous Waste Program. Director Elliott updated the Board on progress being made with RSWA and County Waste Department to continue to make efforts to form a HHWP for District residents. Director Elliott will update Board at March meeting.

X. NEW BUSINESS

- A. Use of Fire Mitigation Fees. Moved to March Agenda.

B. Consideration and Potential Adoption of a Records Retention Policy. Moved to March Agenda.

C. Discussion of District Priorities and Directors' areas of interest for subcommittees. President Miller led a discussion on District Priorities and Directors' area of interest.

Items discussed:

1. Fire Station Site: Subcommittee will remain the same with Directors Elliott and Hill.
2. Investment Policy & Reporting: Subcommittee will remain the same with Vice President Fougner & Director Elliott
3. District Insurance Policies: Vice President Fougner & Director Elliott will continue to review possible alternative sources and terms of coverage.
4. District Audit: Vice President Fougner recommended that all Board Directors supervise the annual audit on a rotating bases.
5. Capital Projects in District: Director Hill will continue to look into projects proposed in District.
6. Panoramic Estates Lot: President Miller will look into value of lot and options to the VFPD.
7. Wildfire Safety for District: President Miller will look into options to help District residents to prepare for wildfire safety.
8. District Emergency Preparedness: President Miller will work with VFD and City of Vista to prepare a future presentation to the Board on lessons learned from previous catastrophic events in other jurisdictions.

XI. DIRECTORS' ANNOUNCEMENTS AND WRITTEN COMMUNICATIONS

None

XII. CLOSED SESSION

Discussion with Legal Counsel regarding potential litigation pursuant to Cal Gov't Code Section 54956.9, no Board action taken at this time.

XIII. MOTION FOR ADJOURNMENT

The meeting was adjourned at 9:20PM
Lori McCaffrey, Secretary of the Board
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Not approved until subsequent meeting