



VISTA FIRE PROTECTION DISTRICT
Board of Directors Meeting
Minutes – May 13, 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 1:30 PM at the “Smart Space” conference room located at 450 S. Melrose Dr., Vista CA.

a. Roll Call

Directors Present: Elliott, Hill, Ploetz

Directors Absent: Miller (*Due to illness, Director Miller was unable to participate remotely as listed on the agenda.*)

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

FLAG SALUTE

Director Elliott led the assembly in the Pledge of Allegiance.

ORAL COMMUNICATION (PUBLIC COMMENT)

No one requested to speak to the board.

MOTION WAIVING READING IN FULL OF ALL RESOLUTIONS/ORDINANCES

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, and CARRIED 3 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 ELLIOT, CARRIED 3 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the consent calendar as submitted:

1. Board of Directors Minutes – APPROVE

- a. Regular Meeting April 8, 2026
- b. Special Meeting April 10, 2026

2. Payroll Register (Ratify)

- a. Payroll paid on May 7, 2026 \$6,250.00
- \$478.13
- \$6,728.13

3. Accounts Payable (Ratify)

- a. Accounts Payable Check 4399 through 4408 paid May 13, 2026 \$1,477,202.57
- b. Auto withdrawals(s) paid February 7 – March 6, 2026 \$1,047.35

Total \$1,477,466.90

4. Receive and File (Information)

a. Financial Reports – Quarterly

- i) FY26 Budget to Actual GF – March 31, 2026 (unaudited)
- ii) FY26 Budget to Actual FMF – March 31, 2026 (unaudited)
- iii) FY26 Combined Balance Sheet – March 31, 2026 (unaudited)
- iv) Portfolio Summary Report – March 31, 2026
 - (1) Interest Rate Summary

b. Monthly Reports

- i) Fire Chief
- ii) Fire Marshal
- iii) Effective Response Force Report – March 26
- iv) Southern Operations Seasonal Weather Outlook – May – August 2026
- v) Administrative Manager’s Report
- vi) Correspondence
 - (1) None

PUBLIC HEARING

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

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

DISTRICT BUSINESS

1. Interview – Board of Director Vacancy

Staff informed the board that an application for the vacant position on the Board of Directors had been received. The applicant, Mr. Marc Makebakken, was present remotely at the meeting to provide an overview of his qualifications and answer any questions from the board.

Mr. Makebakken summarized his interest in serving on the Board of Directors, highlighting his relevant experience, skills, and commitment to serving the community. He provided an overview of his professional background and how he could potentially assist the District. He responded to questions from the board members.

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, and CARRIED 3 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to appoint Mr. Marc Makebakken to serve the unexpired term of the vacant position in Division B, until the next general election, November 2026.

Staff plans to have Mr. Makebakken sworn into office prior to the next Board of Directors meeting.

2. Resolution 2026-02

Ms. Rannals summarized the staff report provided. She reported that this revised format approved by the County of San Diego in 2023 authorizes the District’s participation in the Fire Mitigation Fee Program and

adopts a capital improvement plan for the use of the Fire Mitigation Fee revenue. The County will collect 100% of the FMF at .96 cents per square foot effective July 1, 2026. The resolution obligates all future FMF monies to repay the general fund for the replacement of fire station 3 until the balance is paid in full. As of June 30, 2025, the outstanding balance owed to the General Fund is \$1,357,493. She responded to questions from the board.

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, and APPROVED to accept staff recommendation listed in Staff Report 26-06 and ADOPTED Resolution No. 2026-02 on the following roll call vote:

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

3. Article XIII B California Constitution Appropriation Limit

Ms. Rannals summarized the staff report provided. She reported that she recommends that the Board of Directors select the following formula to calculate the District's new appropriation limit for the 2026/2027 fiscal year:

1. Change in California per capital personal income (4.95%) for the Cost-of-Living Factor; and
2. Change in population within San Diego County unincorporated average (.04%).

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

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

4. Resolution No. 2026-03

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

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR PLOETZ, and ADOPTED Resolution No. 2026-03 *entitled* a Resolution of the Board of Directors of the Vista Fire Protection District Determining the 2026/2027 Appropriations of Tax Proceeds, as corrected, on the following roll call vote:

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

5. Resolution No. 2026-04

Ms. Rannals summarized the staff report provided. She informed the Board that this resolution is an update to the Fee Schedule for Emergency Medical Services. Effective July 1, 2026 the City of Vista and District fees will continue to be aligned with the same effective dates.

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, and ADOPTED Resolution No. 2026-04 *entitled* A Resolution of the Vista Fire Protection District Approving an Adjustment to the Fee Schedule for Emergency Medical Services on the following roll call vote:

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

6. Resolution No. 2026-05

Ms. Rannals reported that at the direction of the board prepared a resolution recognizing Robert Fougner for his service as a director on the Board of Directors.

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR ELLIOTT, and ADOPTED Resolution No. 2026-05 *entitled* A Resolution of the Vista Fire Protection District Recognizing Robert B. Fougner for Twenty (20) Years' Service as a Director on the Board of Directors on the following roll call vote:

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

ORAL REPORT(S)

1. Fire Chief

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

- *Vegetation Fire:* Vista Fire Rescue responded to a fire in the District on May 7th that was contained to approximately four acres. The response from CalFire that included aircraft was impressive. This was a clear case of the importance of fuel management as structures were threatened, but nothing damaged or destroyed. He will forward photos for information.
- *Workforce Development Program – Update:* The contract with the California Conservation Corps (CCC) is with the city attorney's office. He is walking Buena Creek and Brengle Terrace with staff members to look at getting quotes from the CCC to get the work started for fuel reduction in those areas.

2. Administrative Manager

In addition to her report, she added:

- She distributed an invitation to the Deer Springs Fire Station 2 grand opening.
- She will be out of the office May 15 – June 1. She will be available via email and cell.

3. Legal

- He continues to work with the City of Vista City Attorney's office to develop a Facility Use Agreement. He anticipates having a draft agreement for board review at the next meeting.
- He submitted a request to the former director requesting any historical documents that he may have.
- He also provided follow-up information on the best way to get notices of land use proposals.

4. Board of Directors

- Elliott: he reported that he will attend the San Diego County Fire Safe Council meeting on May 14th.

FUTURE AGENDA ITEM(s)

No additional items were added to the list.

CLOSED SESSION

Pursuant to the following Government Code Sections, the Board of Directors convened in closed session from 2:36 – 2:57 pm:

1. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS
Pursuant to Gov. Code Section 54956.8
Property: 200 Civic Center Dr., Vista, CA
Agency Negotiator: District Administrative Manager and District Counsel
Negotiating Parties: Vista Fire Protection District and City of Vista
Under Negotiation: Price and terms.
Attendees Present: all board members listed, Karlana Rannals, Administrative Manager, and Christopher Cardinale, Legal Counsel

Upon reconvening, legal counsel reported that there was no reportable action on the topic listed.

President Ploetz adjourned the meeting at 2:58 pm.



Karlana Rannals
Board Clerk



John Ploetz
President