



**VISTA FIRE PROTECTION DISTRICT
Board of Directors Special Meeting
Minutes – July 17, 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 – AGENDA

CALL TO ORDER

President Ploetz called to order the regular meeting of the Vista Fire Protection District Board of Directors at 9:20 AM at the “Smart Space” conference room located at 450 S. Melrose Dr., Vista CA.

a. Roll Call

Directors Present: Elliott, Hill, Miller, Ploetz,

Directors Absent: None

Staff Present: Karlana Rannals, Administrative Manager; and Chris Cardinale, Legal Counsel

FLAG SALUTE

President Ploetz led the assembly in the Pledge of Allegiance.

ORAL COMMUNICATION (PUBLIC COMMENT)

No one requested to speak to the board.

DISTRICT BUSINESS

1. Board Vacancy

Ms. Rannals summarized the staff report and advised that the District had received a resignation from Director Marc Makebakken, effective Monday, July 13, 2026.

Staff and legal counsel reviewed the election and appointment procedures applicable to the resulting vacancy in Division B. The Registrar of Voters determined that the November election would proceed because the District had previously identified Division B as a seat subject to election. The candidate filing period opened July 13 and was scheduled to close August 7. Staff was awaiting confirmation as to whether the filing deadline would be extended by five days due to the absence of an incumbent candidate.

Legal counsel explained that the current vacancy relates back to the date of the original vacancy and does not restart the election timeline. Accordingly, the District must continue with the scheduled election while also addressing the interim vacancy. Counsel further advised that, if no candidate files for Division B, the authority to appoint an individual to the seat could ultimately transfer to the County.

The Board was encouraged to identify a qualified resident of Division B who would be willing to file as a candidate before the filing deadline. Staff provided voter-registration information for Division B to assist the Board with outreach. It was clarified that an individual may file as a candidate before being considered for appointment to the vacant seat.

Staff recommended initiating the statutory appointment process, including publication of the vacancy, acceptance of applications, and candidate interviews. Under the proposed schedule, the Board would conduct interviews and consider an appointment at its September 9 regular meeting, after the candidate filing period had closed and the number of candidates was known.

Legal counsel advised that the Board must complete the required public notice, application, and interview procedures even if only one candidate files for election. Appointing a qualified candidate in September would allow that individual to serve during the interim period before the commencement of the new term. Staff and legal counsel recommended this approach to preserve the District's appointment authority, avoid an extended vacancy, and minimize the potential for a costly special election.

Staff recommended that the Board take the following actions:

- a. Acknowledge receipt of Director Marc Makebakken's resignation;
- b. Elect to fill the vacancy by appointment within 60 days in lieu of calling a separate election; and
- c. Schedule candidate interviews and consideration of an appointment for September 9, 2026, regular board meeting.

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR MILLER, to proceed with appointing a qualified individual to fill the vacant seat and to schedule the meeting for September 9, 2026, beginning at 1:00 p.m., with the start time of the regular meeting adjusted accordingly to accommodate the appointment process, on the following roll call vote:

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

ADJOURNMENT

President Ploetz adjourned the meeting at 9:48 am.



Karlena Rannals
Board Clerk



John Ploetz
President