



**VISTA FIRE PROTECTION DISTRICT
Board of Directors Meeting
Minutes – November 12, 2025**

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

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 South Melrose Drive, Vista CA.

a. Roll Call

Directors Present: Elliott, Hill, Ploetz

Directors Absent: Fougner, Miller

Staff Present: Karlena Rannals, Administrative Manager; Bret Davidson, Deputy Chief; Mark Vierow, Fire Marshal, and Chris Cardinale, Legal Counsel

FLAG SALUTE

Vice President Elliott led the assembly in the Pledge of Allegiance.

ORAL COMMUNICATION (PUBLIC COMMENT)

Daniel Gomez, Vista Valley Dr, Vista: he updated the board members on the Fire Safe Council of Vista (FSC) activities:

- he reported that The Havens has been designated as the first FireWise community in the Fire District and City of Vista. He commended Assistant Fire Marshal Medi Maldonado for her assistance in their successful application.
- he requested that the Board consider supporting financially to assist the Fire Safe Council in their efforts.

MOTION WAIVING READING IN FULL OF ALL RESOLUTIONS/ORDINANCES

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, and CARRIED 3 AYES; 0 NOES; 2 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

CONSENT CALENDAR

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, CARRIED 3 AYES; 0 NOES; 2 ABSENT; 0 ABSTAIN to approve the consent calendar as submitted:

1. *Board of Directors Meeting (Approve)*

a. October 23, 2025

2. *Payroll Register (Ratify)*

a. Payroll paid on November 7, 2025

\$5,000.00

b. Payroll taxes paid on November 6, 2005

382.50

\$5,382.50

3. *Accounts Payable (Ratify)*

a. Accounts Payable Check 4363 through 4369 paid on November 12, 2025	\$735,815.81
b. Auto withdrawals(s) paid July 8 – August 8, 2025	<u>\$1,046.84</u>
Total	<u>\$736,862.65</u>

4. *Receive and File (Information)*

- a. Monthly Reports
 - i) Fire Chief
 - ii) Fire Marshal
 - iii) Effective Response Force Report – September 25
 - iv) Southern Operations Seasonal Weather Outlook – November 2025 – February 2026
 - v) Administrative Manager’s Report
 - vi) Correspondence
 - (1) None

PUBLIC HEARING(S)

1. *Ordinance No. 2026-01*

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

2. *Ordinance No. 2026-02*

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

DISTRICT BUSINESS

1. *Independent Auditor’s Report FY2024/2025*

Mr. Paul Kaymark, Managing Partner, Nigro & Nigro delivered a presentation on the independent audit, required annually for FY2024/2025 ending June 30, 2025. He reviewed the audit test work, which included reviewing the internal controls and compliance in accordance with government auditing standards. He informed the board that the annual financial statements are fairly presented in all material respects, and the auditors have issued a clean or unmodified opinion.

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, CARRIED 3 AYES; 0 NOES; 2 ABSENT; 0 ABSTAIN to accept the Independent Auditor’s Report FY 2024/2025 as prepared by Nigro & Nigro.

2. *Ordinance No. 2026-01*

Fire Marshal Vierow reported that there have been no changes to the ordinance since its introduction. He responded to questions from the board.

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, and ADOPTED Ordinance 2026-01 – *entitled* An Ordinance Of The Vista Fire Protection District Which Adopts the 2025 California Fire Code and the 2024 International Fire Code with Certain Amendments, Additions, And Deletions on following roll call vote:

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

President Ploetz requested that the Board Clerk publish all notices as required by law.

3. *Ordinance No. 2026-02*

Ms. Rannals informed the board that she had been in contact with Director Miller since he was unable to attend the meeting due to a family commitment. She read his question asking for clarification where specifically in the ordinance addresses Zone 0 for existing properties. Chief Davidson and Fire Marshal Vierow stated that the ordinance language is for both new construction and existing; however, they reminded the board that Zone 0 is subject to the three-year roll out.

Chief Davidson noted that the Fire Prevention staff has been very active in inspecting properties in which complaints have been made regarding palm trees, and they are seeking compliance within the city and county owned properties. He also reminded the board that they can only inspect a property from a public right away unless they are invited on private property. The staff responded to additional questions from the board.

Ms. Rannals noted the only language change from the ordinance introduction and the second reading was changing the term “mountainous” in the findings to “uneven terrain.”

MOTION BY DIRECTOR ELLIOTT, SECOND BY DIRECTOR HILL, and ADOPTED Ordinance 2026-02 – *entitled* An Ordinance of the Vista Fire Protection District Which Adopts The 2025 California WUI Code and the 2024 International WUI Code with Certain Amendments, Additions, and Deletions on following roll call vote:

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

President Ploetz requested that the Board Clerk publish all notices as required by law.

4. Budget Authorization

Ms. Rannals summarized the staff report, noting that item is an outcome from the insurance review completed by legal counsel. The quote to increase (or double) the excess liability amounts is approximately \$4,500. Legal counsel also reported that he sent emails to the board clarifying the timing of a covered incident, and he is awaiting an answer from the broker regarding existing exclusion.

It was the consensus of the board members in attendance that this item would be continued to the next meeting when all board members are expected to attend.

5. Board of Directors Meeting Calendar

Ms. Rannals summarized the staff report specifically calling out that the November board meeting lands on a federal holiday, and by the District’s meeting resolution will move to the next business day, Thursday, November 12, 2026.

Director Elliott informed the board that he will be out of town for the January 14, 2026 meeting. The board members agreed to modify the January meeting date to accommodate his planned absence.

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR ELLIOTT, CARRIED 3 AYES; 0 NOES; 2 ABSENT; 0 ABSTAIN to reschedule the January regular meeting and confirm the following 2026 board meeting schedule:

January 21 (rescheduled)	February 11	March 11
April 8	May 13	June 10
July 8	August 12	September 9
October 14	* November 12 (next business day)	December 9

ORAL REPORT(S)

1. Fire Chief

Chief Davidson added to the Chief’s report:

- Recently the crews have responded to some very challenging calls including vehicle extrication, car rollover, and a fire in a steel yard;
- Vista Fire Rescue (VFR) personnel participated in numerous public events including six open houses;
- The \$500,000 workforce development grant that VFR received is going through an appeals process.

2. Administrative Manager – no additional updates to report.
3. Legal – no additional updates to report
4. Board of Directors – no additional updates to report

Ten-minute recess

CLOSED SESSION

Pursuant to the following Government Code Sections, the Board of Directors convened in closed session from 2:10 – 2:40 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, Christopher Cardinale, Legal Counsel

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code §54957

a. Administrative Manager

Attendees Present: all board members listed, Karlana Rannals, Administrative Manager, Christopher Cardinale, Legal Counsel

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

FUTURE AGENDA ITEM(s)

No additional items were added to the list.

ADJOURNMENT

President Ploetz adjourned the meeting at 2:40 pm.


Karlana Rannals
Board Clerk


John Ploetz
President