

**VISTA FIRE PROTECTION DISTRICT**  
**MINUTES of Meeting Held**  
**Wednesday, June 9, 2021**

The regularly scheduled monthly meeting of the Board of Directors of the Vista Fire Protection District was called to order at Vista Fire Station No. 5, located at 2009 South Melrose, Vista, by the presiding President, Robert Fougner, at 6:00 P.M.

Directors Present:           Mr. Robert Fougner, President  
                                  Mr. James Elliott, Vice President  
                                  Mr. Daniel Gomez, Director  
                                  Mr. Read Miller, Director  
                                  Mr. John Ploetz, Director

Directors Absent:           None

Staff Present:               Chief, Ned Vander Pol, Deputy Chief, Craig Usher, Fire Inspector, Jeremy Nichols, Board Clerk, Christie Ross, Legal Counsel, Matt Bertolucci for White & Bright

**I.     ROLL CALL AND PLEDGE OF ALLEGIANCE**

**II.    APPROVAL OF THIS MEETING'S AGENDA**

On motion made by Director Elliott and duly seconded by Director Miller, the Directors unanimously approved the agenda as published, with amendments to the sequence of announced items for discussion.

**III.   OPEN DISCUSSION WITH THE BOARD**

The Board invited District Residents and others in attendance to address the Board on any matter of public concern related to the District's business. John Connelly, a City of Vista employee discussed a pending project affecting city and district boundaries in the vicinity of Mar Vista.

**IV.   APPROVAL OF THE MINUTES**

On a motion made by Director Gomez and duly seconded by Director Elliott, the Minutes for the meeting held May 12, 2021, were approved by the Directors as presented.

**V.     FIRE DEPARTMENT REPORTS**

- A. District Fire Inspector's Report. Fire Inspector, Jeremy Nichols provided results of activities in May including parcel inspections for weed abatement, the District's emergency access roads, and proposed activities for June.
  
- B. Fire Marshall's Report. Deputy Fire Chief Craig Usher reported no new projects located within the District and requested advice on the District's legal right to place signage within roadway easements.
  
- C. Weed Abatement Assessments. Department staff reported on the status of weed abatement in the District and requested Board action to set public hearing for assessment

of delinquent properties to recover associated costs of nuisance abatement. On a motion made by Director Miller and duly seconded by Director Ploetz, all directors approved to have a public hearing regarding forced weed abatement on July 14.

- D. Fire Department Performance Report. Fire Chief Ned Vander Pol reported on performance by the City of Vista's Fire Department during May 2021.
- E. Fire Chief's Update. Fire Chief Ned Vander Pol matters of interest to the Department and the District including predictions concerning the severity of this year's pending fire season. The Directors congratulated the Department on renewing their national accreditation.
- F. Fuel Modification. (Brought forward from Item VII A. on the published agenda). Chief Vander Pol presented the Staff report recommending retaining Anchor Point for a fuel modification study. On a motion made by Director Miller, and duly seconded by Director Ploetz, the Board unanimously authorized the President to execute a contract including the expenditure of \$49,800 for the Anchor Point study.
- G. Grant Programs For Wildfire Safety. (Brought forward from Item X.A on the published Agenda) Director Gomez reported on a recent announcement by the California Fire Foundation concerning grants for Wildfire Safety and Preparedness.

## VI. OFFICERS' REPORTS

- A. Accounts Payable. The Secretary of the Board and the treasurer presented for approval the District's Accounts Payable for the month of May 2021. On motion made by Director Elliott, and duly seconded by Director Miller, the Directors present approved the payments as listed in the amount of \$440,072.88 for the month of May.
- B. Portfolio Summary/District Investments. The Board reviewed the Treasurer's Report on the District Investments as of May 31, 2021.
- C. Audit Update 2019-20. The Treasurer reported on the status of the FY 2019-2020 audit and requested Board approval for execution of the Management Representation Letter to the Auditors. On a motion made by Director Ploetz, and duly seconded by Director Gomez, the Directors authorize President Fougner to sign the Management Representation Letter.
- D. Fire Mitigation Funds. The Treasurer provided an update regarding discussions with the city to develop a standard reporting process for the District's Fire Mitigation Funds held by the City and District. When the reports are updated at the August meeting a confirmation letter will be prepared on the District's behalf which will address funds used by the City in fiscal years ending June 30, 2013-15, for the Department's equipment purchases.
- E. District Communications. The Treasurer reported on progress in creating a dedicated answering service for calls to the District and led a discussion on the necessity for establishing a District email account for accessing County reports.

- F. Legal Affairs. District Counsel reported on the status of any pending matters.

## **VII. COMMITTEE REPORTS**

- A. Fuel Modification. (Reported above.)
- B. Panoramic Property. The Subcommittee on Panoramic reported on costs, procedures, and recommendations for the continued ownership or disposition of the District property. The Directors requested counsel draft an appropriate resolution declaring the Panoramic parcel as surplus property to enable the District to begin exploring interest in its purchase by other public entities.
- C. Response Times. This discussion will be included as part of the agenda with the Chief's performance report at future meetings.

## **VIII. SPECIAL MATTERS DESIGNATED FOR CONSIDERATION**

- A. LAFCO Alternate Special District Member. (Discussed below).

## **IX. CONTINUING BUSINESS**

- A. Emergency Access Roads. Director Ploetz provided an update on the status of the Emergency Access Roads. On a motion made by Director Miller, and duly seconded by Director Gomez, all directors approve an expenditure of up to \$5,000 for Director Ploetz to hire a tree trimming company to overgrowth on the District's emergency access easements.
- B. District General Manager. Continue for discussion to August.

## **X. NEW BUSINESS**

- A. Grant Programs For Wildfire Safety. (Reported above.)

## **XI. DIRECTORS' ANNOUNCEMENTS & WRITTEN COMMUNICATIONS**

Directors were invited to make announcements and share written communications.

(Item VIII.A.) Director Fougner received the Directors' comments and recommendations for voting the District's ballot for an alternate member of LAFCO representing special districts.

## **XII. MOTION FOR ADJOURNMENT**

On a motion made by Director Miller and duly seconded by Director Ploetz, the meeting was adjourned at 9:08PM.