

**VISTA FIRE PROTECTION DISTRICT
MINUTES –July 11, 2018**

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
 Mr. Wallace Stewart, Director

Staff Present: Fire Chief, Jeff Hahn, Deputy Fire Chief Ned Vander Pol, Fire Inspector, Mike McFadden, Clerk of the Board Lori McCaffrey, Attorney, Liam Perry, Board Treasurer, Jeff Golden.

II. APPROVAL OF THIS MEETING’S AGENDA

On motion made by Director Hill and duly seconded by Director Stewart, the Directors present unanimously approved the published agenda.

III. OPEN DISCUSSION WITH THE BOARD

None

IV. APPROVAL OF MINUTES

On motion made by Director Hill and duly seconded by Director Stewart, the Directors present unanimously approved the minutes for the meeting held June 13, 2018. Director Elliott abstained.

V. OFFICER REPORTS

- A. Accounts Payable. The Board reviewed the report of the District’s Accounts Payable for the month ending June 30, 2018. On motion made by Director Elliott and duly seconded by Director Hill, the Board agreed to pay invoices in the amount of \$317,245.45 for June 2018.

- B. Portfolio Summary/District Investments. The Treasurer presented to the Board the District Investment report as of June 30, 2018.

- C. Management Report/Budget. The Treasurer presented the management report for FYE June 30, 2018 and a draft budget for FYE June 30, 2019. During discussion the board increased the proposed legal fees to \$20,000 and added \$600 for the County Election fees for the 2018 election for two Board members up for re-election. On motion made by Vice President Fougner and duly seconded by

Director Elliott, the Directors present unanimously approved the adjusted budget for FYE June 30, 2019.

- D. Audit FYE June 30, 2017. The Treasurer presented the final audit report for FYE June 30, 2017, the audit was filed on June 30, 2018. The subcommittee led a discussion on their comments and a pending meeting with the auditor to review the audit. The Board requested the Treasurer prepare the documents needed for 2018 audit no later than September 30, for submittal to auditor. On motion made by Director Elliott and duly seconded by Vice President Fougner, the Directors present unanimously approved the FYE June 30, 2017 Audit.

VI. COMMITTEE REPORT

Subcommittee Report on Standard of Cover. Vice President Fougner led a discussion on the revisions made to the 2015 Standard of Cover. On motion made by Vice President Fougner and duly seconded by Director Stewart, the Directors present unanimously approved Resolution 2018-2.

VII. SPECIAL MATTERS DESIGNATED FOR CONSIDERATION

None

VIII. OLD BUSINESS

None

IX. CONTINUING BUSINESS

- A. Emergency Access Roads. The subcommittee updated the Board on condition of Emergency Access Roads and future maintenance needed. Subcommittee recommends weed abatement be performed on by mid-August. Director Hill will contact Aztec to perform weed abatement. On motion made by Director Hill and duly seconded by Director Elliott, the Board agreed to approve an amount not to exceed \$8,000 to perform weed abatement on Catalina, Deeb and Hardell Emergency Access Roads.
- B. Fire Station Site. The subcommittee reported to Board regarding their communications with City Council member John Aguilera and their request for assistance in obtaining a potential Fire Station Site in the Kawano project. The subcommittee reported that no commitment is feasible at this time. The subcommittee will meet with City officials to look into options for a sites suitable to both the District and City, either inside the district boundaries, or within the city limits.

- C. District's Fire Inspector's Report. Fire Inspector Mike McFadden updated the board on completed activities in June and planned activities for July.
- D. Fire Marshall's Report. Deputy Fire Chief Ned Vander Pol reported there are no pending projects.
- E. Fire Department's Performance Report. Fire Chief Jeff Hahn reported on the Department's Performance during the month of May 2018.
- F. Fire Chief's Update. Fire Chief Jeff Hahn reported on other matters of interest to the Department and the District.

X. NEW BUSINESS

- A. VFPD Logo Design. Director Stewart will bring potential designs for Board to review at August meeting.

XI. DIRECTORS' ANNOUNCEMENTS AND WRITTEN COMMUNICATIONS

None

XII. CLOSED SESSION

None

XIII. MOTION FOR ADJOURNMENT

The meeting was adjourned at 8:50PM
Lori McCaffrey, Clerk of the Board
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Vista, CA 92084

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Not approved until subsequent meeting