

VISTA FIRE PROTECTION DISTRICT
FINAL MINUTES of Meeting Held
Wednesday, February 10, 2021

The regularly scheduled monthly meeting of the Board of Directors of the Vista Fire Protection District was called to order virtually through an audio-visual remote conferencing platform made available to the public, 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, Board Clerk,
 Christie Ross, Legal Counsel, Fred Pfister, Esq., Jeffrey Golden,
 Treasurer

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 present unanimously approved the agenda as amended, to reordering the sequence of matters for discussion.

III. OPEN DISCUSSION WITH THE BOARD

Ms. Jo MacKenzie attended the meeting and recommended the Directors take advantage of the educational programs and scholarships available through the California Special District Association (CSDA).

IV. NEW BUSINESS (Item “X” on the Published Agenda)

A. Revised Meeting Schedule. Director Ploetz introduced a discussion to move the day of the week and time for the District’s regular monthly meetings. No action was taken at this time.

V. APPROVAL OF THE MINUTES

On a motion made by Director Gomez and duly seconded by Director Ploetz, the Minutes for the meeting held January 13, 2021 were unanimously approved by the Directors as presented.

VI. FIRE DEPARTMENT REPORTS

- A. District Fire Inspector's Report. In the absence of Fire Inspector, Jeremy Nichols, Deputy Chief Usher provided results of activities in January including parcel inspections for weed abatement, the District's emergency access roads, and proposed activities for March.
- B. Fire Marshalls Report. Deputy Fire Chief Craig Usher provided an update on fire hydrant inspections and development projects for properties located within the District, including the Bonsall Oaks project in Gopher Canyon. Deputy Chief Usher confirmed the schedule of hydrants submitted by the District's contractor with his invoice is accurate.

Members of the Board expressed concern whether the Bonsall Oaks project will affect response times to existing residents and requested staff continue to provide information about Bonsall Oaks as it is received, including requirements for an EIR, if any.

- C. Fire Department Performance Report. Fire Chief Ned Vander Pol reported on performance by the City of Vista's Fire Department during January 2021. Director Gomez expressed his concern regarding the response times of calls to Vista Valley in excess of ten minutes.
- D. Fire Chief's Update. Fire Chief Ned Vander Pol reported on other matters of interest to the Department and the District, including recent personnel changes and the efforts by members of the Department to distribute vaccines in health care facilities.

VII. COMMITTEE REPORTS (Item "VII. A." on Published Agenda)

- A. Fuel Modification. Fire Chief, Ned Vander Pol led a discussion along with the Subcommittee on two candidates for identifying, studying and recommending actions to reduce wildfire risks in the District, and the costs of such studies. Treasurer Golden will prepare a management report on a comparison of the District's actual expenses as compared with the budget for the current fiscal year, to determine the availability of funds for such a study. Following a meeting with members of the Subcommittee, the first of these candidates will be invited by Chief Vander Pol to make a presentation at the March meeting.

VIII. OFFICERS' REPORTS

- A. Accounts Payable. The Board reviewed the report of the District's Accounts Payable for the month ending January 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 \$505,929.55 for the month of January. Director Gomez abstained due to a temporary absence from the meeting for personal business.

- B. Portfolio Summary/District Investments. The Board reviewed the Treasurer's Report on the District Investments as of January 2021. Treasurer Golden confirmed that the authorized parties for requesting funds transfers among the District's custodians will be updated to include only current Directors.
- C. Legal Affairs. District Counsel provided a presentation on the District's obligations for record retention and responding to records requests.

IX. COMMITTEE REPORTS

- A. This item moved to – (See above – Committee Reports)
- B. Response Times. In order to address response times, Director Gomez requested the feasibility of issuing a letter of intent for a substation in the Vista Valley community be placed on next month's agenda. Director Miller provided a brief history on the location and renovation of the Department's existing stations, and the tradeoffs that must be considered when making such decisions.

X. SPECIAL MATTERS DESIGNATED FOR CONSIDERATION

None.

XI. CONTINUING BUSINESS

- A. Emergency Access Roads. Director Ploetz provided an update on his inspection and the status of the District's Emergency Access Roads.
- B. District General Manager. Vice President Elliott reported on progress in developing a job description for a position for a part-time District Manager that will be presented to the Board for approval once it is finalized.

XII. DIRECTORS' ANNOUNCEMENTS & WRITTEN COMMUNICATIONS

Director Fougner reported he will distribute some materials provided by Jo Mackenzie on educational programs sponsored by the California Special District Association. Director Gomez reported he had prepared draft identification documents for the Directors and asked that their approval, along with a dedicated District phone number, be placed on the March agenda. Director Miller and Chief Vander Pol reported on a special fundraiser for a member of the Fire Department who is suffering critical health issues.

XIII. MOTION FOR ADJOURNMENT

On a motion made by Director Gomez and duly seconded by Director Miller, the meeting was adjourned at 8:47 PM.

Copy of the Agenda and the Board Package of meeting materials are available electronically at www.vistafireprotectiondistrict.com

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