

**VISTA FIRE PROTECTION DISTRICT**  
**Board of Directors**  
**AGENDA**

**Meeting Location**

“Smart Space” Office Center  
450 South Melrose Drive  
Vista, CA 92081



**Regular Meeting**  
**Wednesday, February 12, 2025**  
**1:00 P.M.**

**SPECIAL AGENDA (10:00 am – 12:00 pm)**

**HARRASSMENT TRAINING (Workshop)**– The Fire District will conduct the mandatory two (2) hours of harassment training for the Board of Directors and senior management staff. Christopher Cardinale, Attorney, Alvarez-Glasman & Colvin will conduct the training. No action will be taken, and members of the public are welcome to attend.

**BUSINESS SESSION – REGULAR AGENDA**

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk 760-688-7588. Notification 48 hours prior to the meeting will enable the district staff to make reasonable arrangements to assure accessibility to the meeting.

Rules for Addressing Board of Directors: Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk. Any person may address the Board on any item of Board business or Board concern. The Board cannot act on any matter presented during Public Comment but can refer it to staff for review and discussion at a future meeting. As permitted by State Law, the Board may act on matters of an urgent nature, or which require immediate attention.

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings posted on the District’s website [www.vistafireprotectiondistrict.org](http://www.vistafireprotectiondistrict.org) or by contacting the Clerk of the Board at [krannals@vistafpd.org](mailto:krannals@vistafpd.org)

**FLAG SALUTE**

The Board of Directors conducts the Pledge of Allegiance at the beginning of every board meeting

**CALL TO ORDER**

- a. ROLL CALL

**ORAL COMMUNICATION (PUBLIC COMMENT)**

The Board invites District residents and others in attendance to address the Board on any matter of public concern related to the District’s business.

**1. SPECIAL PRESENTATION**

- a. Division Chief Steve Wecklich will deliver a presentation to assist the board members in understanding the metrics provided in the monthly *Effective Response Force* report.

All items listed on the Consent Calendar are considered routine and will be enacted by one motion without discussion unless Board Members, Staff, or the public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under Continuing Business.

2. CONSENT CALENDAR

a. Board of Directors Minutes

1. **Approve** the Board of Directors special meeting January 15, 2025
2. **Approve** the Board of Directors regular meeting January 15, 2025

b. Payroll Register

1. **Approve** Payroll paid on February 7, 2025 \$5,000.00
  2. **Approve** Payroll Taxes paid on paid on February 7, 2025 \$382.50
- \$5,382.50

c. Accounts Payable

1. **Approve** Accounts Payable Check 4269 thru 4278 to be paid Feb 12, 2025 \$596,802.98
  2. Auto withdrawal(s) paid on January 10 – February 7, 2025 \$1,088.77
- \$597,891.75

d. Receive and File – Information

1. Receive and File – Information

- i) Financial Reports – Quarterly
  - (1) FY25 Budget to Actual GF – December 31, 2024
  - (2) FY25 Budget to Actual FMF – December 31, 2024
  - (3) FY25 Combined Balance Sheet – December 31, 2024
  - (4) Portfolio Summary Report – December 31, 2024
    - Interest Rate Summary

2. Monthly Reports

- i) *Fire Chief*
- ii) *Fire Marshal*
- iii) *District Inspector*
- iv) *Effective Response Force Report – December 24*
- v) Southern Operations Seasonal Weather Outlook – February – May 2025
- vi) Administrative Manager’s Report
- vii) Correspondence
  - (1) Incoming
    - None
  - (2) Outgoing
    - Supervisor Jim Desmond, 5<sup>th</sup> District, San Diego County Board of Supervisors

6. DISTRICT BUSINESS

a. Financial Audit Services

To discuss and/or authorize the renewal of the contract for audit services with C.J. Brown & Company CPAs or authorize the distribution of a Request for Qualifications (RFQ) for audit services. [Staff Report 25-02](#)

Action Requested: **Authorize contract extension or direct staff to distribute an RFQ for audit services**

b. Buena Creek Fuels Management

The Fire Chief or his designee, will provide an update on the Community Wildfire Defense Grant: USDA Forest Service application process.

Action Requested: [Information](#)

c. Board of Directors Meeting – April 9, 2025

To discuss, confirm or modify the regular meeting date for April 2025

ACTION REQUESTED: **Reschedule April Board of Directors meeting**

7. ORAL REPORT(s)

- a. Fire Chief
- a. Deputy Chief - Administration
- b. Administrative Manager
- c. Legal
- d. Board of Directors

8. FUTURE AGENDA ITEM(S)

The purpose of this item is to identify issues presently known to staff or which members of the Board of Directors wish to place on an upcoming Board of Directors agenda. Board comment on these future agenda items is limited by California Government Code Section 54954.2 to clarifying questions, brief announcements, or requests for factual information in connection with an item when it is discussed.

9. CLOSED SESSION

Conference with Legal Counsel – Anticipated Litigation

Pursuant to Gov. Code Section 54956.9 (d)(4)

Based on existing facts and circumstances, the legislative body of the local agency has decided to initiate or is deciding whether to initiate litigation.

Number of potential cases: One

10. ADJOURNMENT

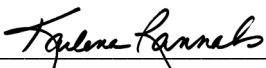


VISTA FIRE PROTECTION DISTRICT  
Board of Directors  
Rescheduled Regular Meeting Agenda  
Wednesday, February 12, 2025 1:00 pm PT

CERTIFICATION OF POSTING

I certify that on February 6, 2025 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Vista Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Vista, California on February 6, 2025

  
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Karlana Rannals  
Board Clerk