

# VISTA FIRE PROTECTION DISTRICT AGENDA

Wednesday, December 9, 2020 6:00 P.M.

The regularly scheduled monthly meeting of the Board of Directors of the Vista Fire Protection District will be held virtually and may be joined by logging onto the following platform:

<https://us02web.zoom.us/j/85158268976?pwd=T2VZUmkwOEtPakRYbnEwYVYraEt2UT09>

Meeting ID: 851 5826 8976

Passcode: 449459

The platform will be hosted and may be joined 10 minutes prior to the scheduled start time to give participants time to test equipment and resolve technical issues.

In order to improve the virtual meeting experience, participants are requested to keep video on, ensure they are well lighted, and remain muted until recognized. Those wishing to address the Board may do so under Agenda item III.

Audio participation is also available by calling **(301) 715-8592** and using the meeting identification number: **851 5826 8976**

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

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

## **III. OPEN DISCUSSION WITH THE BOARD**

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.

## **IV. APPROVAL OF THE MINUTES**

The Board will review for approval the draft minutes of the District's regularly scheduled meeting held on November 18, 2020.

## **V. OFFICER'S REPORTS**

A. Accounts Payable. The Treasurer will present for approval the District's Accounts Payable for the month of November 2020.

## **VI. NEW BUSINESS**

A. Installation of New Board Members. The Board will install the newly elected Board members.

B. Election of New Officers. The Board will elect new officers.

C. Resolution of Fire Mitigation Fees. The Board will be presented with the first reading of the Resolution for Fire Mitigation Fees for 2020.

D. Subcommittee Assignments. Directors will discuss possible formation of new subcommittees and assignments to existing subcommittees.

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

Directors' are invited to make announcements and share written communications.

## **VIII. MOTION FOR ADJOURNMENT**

**Copy of the Agenda and the Board Package of Meeting Materials Are Available at the Office of the Clerk of the Board**

955 Vale Terrace Drive, Ste. A, Vista, CA 92084

760-758-3815 [www.vistafireprotectiondistrict.com](http://www.vistafireprotectiondistrict.com)

**Fire Mitigation Fee  
Five Year Capital Plan  
Vista Fire Protection District**

Estimates reflect only that portion of facility cost necessitated by new growth.

Fiscal Year 2020-21

No planned capital expenses related to growth

Fiscal Year 2021-22

District anticipates acquiring land to build a new fire station in the area of E. Vista Way and Warmlands Road. Building this station is being prompted by the Polo Club development planned for the Gopher Canyon area and the proposed Kawano development on E. Vista Way. These projects are in addition to the 200-300 already existing legal lots that are yet to be developed and an influx of Accessory Dwelling Units (ADU's). Anticipated land costs are estimated at \$1,200,000.

Fiscal Year 2022-23

District anticipates building a new fire station for the above projects. Cost estimated at \$6,000,000.

Fiscal Year 2023-24

No planned capital expense related to growth

Fiscal Year 2024-25

No planned capital expense related to growth

Approved: \_\_\_\_\_  
Read Miller, President, Vista Fire Protection District

Date: \_\_\_\_\_

## **RESOLUTION No. 2020 -**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE VISTA FIRE PROTECTION DISTRICT TO PARTICIPATE IN THE SAN DIEGO COUNTY FIRE MITIGATION FEE PROGRAM**

**WHEREAS**, the Vista Fire Protection District is anticipating that new development will occur within the district which will cause the need for the expansion of existing fire protection facilities; and

**WHEREAS**, the Vista Fire Protection District is currently participating in San Diego County's Fire Mitigation Program; and

**WHEREAS**, the County of San Diego is empowered to collect mitigation fees from applicants for new development for the purpose of the expansion of fire protection and firefighting facilities and equipment; and

**WHEREAS**, the County of San Diego has established fee ceilings for types of construction by Chapter 3 of Division 10 of Title 8 (commencing with § 810.301) of the San Diego County Code; and

**WHEREAS**, the County of San Diego has amended Chapter 3, Division 10 of Title 8 of the San Diego County Code of Regulatory Ordinances relating to fire mitigation fees; and

**WHEREAS**, the Vista Fire Protection District intend hereby to comply with said amendments to continue to participate in the fire mitigation fee program.

### **IT IS HEREBY FOUND THAT:**

- (1) The Vista Fire Protection District does not have existing facilities which could be used to provide an adequate level of service to new development within the district's boundaries; and
- (2) The Vista Fire Protection District does not have sufficient funds available to construct additional facilities from fund balances, capital facility funds, property tax sources, or any other appropriate sources; and
- (3) The lack of fire protection facilities and equipment to serve new development would create a situation perilous to the public health and safety if fire mitigation fees are not levied within the district; and
- (4) The annexation fees and plan check fees charged by the Vista Fire Protection District do not include a payment toward the costs of capital facility and equipment expansion as a component of the fee.

## Resolution No. 2020 -

**NOW, THEREFORE, BE IT RESOLVED THAT:**

- (1) The Vista Fire Protection District requests the County to collect 100% of the ceiling amount of the fire mitigation fee on the district's behalf from applicants for building permits. This percentage of the ceiling fee is equal to or less than the capital facility expansion needs caused by new development.
- (2) The fee amounts do not exceed the ceiling for fire mitigation fees established by the San Diego County Board of Supervisors.
- (3) Mitigation fees paid under this program will be used to expand the availability of capital facilities and equipment to serve new development.
- (4) The district shall place all funds received by the County under this program, and all interest subsequently accrued by the district on these funds, in a separate budget accounting category to be known as the "San Diego County Fire Mitigation Fee".
- (5) The district shall expend funds from said "San Diego County Fire Mitigation Fee" budget accounting category only for the purposes of providing capital facilities and equipment to serve new development.
- (6) The district shall submit a Fire Mitigation Fee Annual Report, not later than August 29 of each year, to the Director of the Office of Disaster Preparedness specifying the amount of funds collected and the expenditures by category. In addition, the report shall specify the actions the district plans to take to alleviate the facility and equipment needs caused by new development in a Multi-Year Facilities and Equipment Plan adopted at a noticed public hearing. The district shall make available, upon request by the Director, a copy of its annual audit report.
- (7) The district shall make its records available to the public on request, which justify the basis for the fee amount.
- (8) The district shall hold San Diego County harmless for any errors made by the County in collecting and/or transmitting these fees to the district.
- (9) The district agrees to a review of revenues and expenditures collected and dispensed pursuant to this resolution each fiscal year by a committee established by the County Board of Supervisors.
- (10) The district shall make findings, with respect to any portion of the fee remaining unexpended or uncommitted in its account five or more years after deposit of the fee, to identify the purpose to which the fee is to be put and to demonstrate a reasonable relationship between the fee and the purpose for which it was charged. The agency shall refund to the then current record owner or owners of the development project or projects on a prorated basis the unexpended or uncommitted portion of the fee, and any interest accrued thereon, for which need cannot be demonstrated.

Resolution No. 2020 -

- (11) By April 16 of each year following the year of original adoption of this District's resolution, the Vista Fire Protection District shall submit a copy of a new resolution adopted by the Board of Directors making the required findings and setting the percentage off the fire mitigation ceiling requested by the District.
- (12) All fees collected pursuant to the San Diego County Fire Mitigation Fee Ordinance shall be used by the District for providing for capital facilities and equipment.
- (13) "Facilities and Equipment" means any long-term capital facilities and equipment used by the Vista Fire Protection District for suppression or emergency medical services, including station construction, station expansion and fire or emergency medical apparatus.

**BE IT FURTHER RESOLVED** that this resolution supersede Resolution No. 2019 - 1 To Participate in the Fire Mitigation Fee Program adopted June 2019.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Vista Fire Protection District on November 18, 2020 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

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Read Miller  
President

ATTEST:

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Christie Ross, District Clerk

## **RESOLUTION No. 2021 -**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE VISTA FIRE PROTECTION DISTRICT TO PARTICIPATE IN THE SAN DIEGO COUNTY FIRE MITIGATION FEE PROGRAM**

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- (4) The annexation fees and plan check fees charged by the Vista Fire Protection District do not include a payment toward the costs of capital facility and equipment expansion as a component of the fee.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

- (1) The Vista Fire Protection District requests the County to collect 100% of the ceiling amount of the fire mitigation fee on the district's behalf from applicants for building permits. This percentage of the ceiling fee is equal to or less than the capital facility expansion needs caused by new development.
- (2) The fee amounts do not exceed the ceiling for fire mitigation fees established by the San Diego County Board of Supervisors.
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- (13) "Facilities and Equipment" means any long-term capital facilities and equipment used by the Vista Fire Protection District for suppression or emergency medical services, including station construction, station expansion and fire or emergency medical apparatus.

**BE IT FURTHER RESOLVED** that this resolution supersede Resolution No. 2019 - 1 To Participate in the Fire Mitigation Fee Program adopted June 2019.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Vista Fire Protection District on January 13, 2021 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

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Read Miller  
President

ATTEST:

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Christie Ross, District Clerk

VISTA FIRE PROTECTION DISTRICT

ACCOUNTS PAYABLE

NOVEMBER 30, 2020

I have reviewed the Accounts Payable and have determined that sufficient funds are available. The accounts payables listed are typical in nature for the VFPD.

*Jeffrey C. Golden*

COMMITTEE ASSIGNED	PAYEE & ADDRESS	DESCRIPTION	
Admin	COPELAND, MIRANDA & BENNER CPAs 955 VALE TERRACE DR, SUITE A VISTA, CA 92084	TREASURER DUTIES CPA DUTIES	\$1,968.75
Admin	WHITE AND BRIGHT 970 CANTERBURY PLACE ESCONDIDO, CA 92025	LEGAL FEES - DISTRICT BUSINESS INVOICE # 2928	\$1,203.56
Admin	DIGITAL DEPLOYMENT, INC, 2321 P ST. SACRAMENTO, CA 95816	MONTHLY BILL FOR WEB HOSTING INVOICE #108167	\$75.00
Fin'l	CITY OF VISTA 200 CIVIC CENTER DR VISTA, CA 92084	APPORTIONMENT #4, INVOICE # 18901	\$192,345.26
Facilities	AZTEC LANDSCAPING 7980 LEMON GROVE WAY LEMON GROVE, CA 91945	EMERGENCY ACCESS ROADS, INV# PAR VALLEY, FABRY LANE, CATALINA & DEEB HARDELL LANE, EL PASO ALTO	\$0.00
Admin	READ MILLER VISTA, CA 92084	REIMB. FOR ZOOM MEETING CHARGES AUG. 20, SEP. 20, OCT. 20	\$44.97
Facilities	BISTLINE ENGINEERING, INC. 109 LA PLACENTIA SAN CLEMENTE, CA 92672	INVOICE #1151, FIRE TRAIL MAINTENANCE EMERGENCY ACCESS ROADS	\$18,200.00
			\$213,837.54
	Director	DATE: DECEMBER 9, 2020	
	Director	DATE: DECEMBER 9, 2020	
	Director	DATE: DECEMBER 9, 2020	

VISTA FIRE PROTECTION DISTRICT  
 PAYROLL REQUEST  
 DATE: DECEMBER 9, 2020  
 PAYROLL ENDING: NOVEMBER 30, 2020

EMPLOYEE	MONTH ENDING PAY PERIOD	FOR CLERK SERVICES	GROSS	FED W/H	SOC. SEC.	MEDICARE	STATE W/H	SDI	NET
Christine Ross	12/31/2020	NOVEMBER 2020	460.00	0.00	28.52	6.67	0.00	0.00	424.81

Approved:

\_\_\_\_\_  
 Director  
 Date 12/9/2020

\_\_\_\_\_  
 Director  
 Date 12/9/2020

\_\_\_\_\_  
 Director  
 Date 12/9/2020

**WELLS FARGO****STATE/LOCAL  
GOVERNMENT  
CHECKING**

Account

...2393

Routing Numbers

**\$216,111.06**  
Available balance

## Activity Summary

<b>Ending collected balance as of 12/01/20</b>	\$216,664.87
<b>Current posted balance</b>	\$216,664.87
<b>Pending withdrawals/debits</b>	-\$553.81
<b>Pending deposits/credits</b>	\$0.00
<b>Available balance</b>	<b>\$216,111.06</b>

## Monthly Service Fee Summary

Routing numbers

**Activity**

The Available Balance shown above reflects the most up-to-date information available on your account. The balances shown below next to the last transaction of each day do not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when the transaction posted. If you had insufficient available funds when the transaction posted to your account, fees may have been assessed.

First  
Previous  
Next

Date	Description	Deposits/Credits	Withdrawals/Debits	Ending Daily Balance
<b>Authorized Transactions</b>				
<i>Note: Debit card transaction amounts may change.</i>				
12/02/20	DEPOSITED OR CASHED CHECK # 3677		\$424.81	
12/02/20	DEPOSITED OR CASHED CHECK # 3688		\$129.00	
<b>Posted Transactions</b>				
11/30/20	INTEREST PAYMENT	\$1.57		\$216,664.87
11/25/20	CHECK # 3679		\$3,008.63	\$216,663.30
11/24/20	CHECK # 3689		\$191.00	\$219,671.93
<b>Totals</b>		<b>\$339,147.46</b>	<b>\$217,568.89</b>	

Date	Description	Deposits/Credits	Withdrawals/Debits	Ending Daily Balance
11/24/20	CHECK # 3686		\$2,220.77	
11/24/20	CHECK # 3685		\$2,082.00	
11/23/20	CHECK # 3687		\$263.00	\$224,165.70
11/23/20	CHECK # 3678		\$1,968.75	
11/20/20	CHECK # 3682		\$66,326.76	\$226,397.45
11/20/20	CHECK # 3681		\$42,687.23	
11/20/20	CHECK # 3683		\$18,664.11	
11/20/20	CHECK # 3684		\$12,026.68	
11/18/20	TTC TREASURY EFT CORP PAY 201118 01-02393-PTSA TAX APPORTIONMENT	\$213,716.95		\$366,102.23
11/10/20	DEPOSITED OR CASHED CHECK # 3671		\$424.81	\$152,385.28
10/30/20	INTEREST PAYMENT	\$0.97		\$152,810.09
10/26/20	CHECK # 3673		\$3,183.81	\$152,809.12
10/23/20	CHECK # 3674		\$75.00	\$155,992.93
10/22/20	CHECK # 3670		\$184.70	\$156,067.93
10/21/20	TTC TREASURY EFT CORP PAY 201021 01-02393-PTSA TAX APPORTIONMENT	\$73,696.40		\$156,252.63
10/20/20	CHECK # 3675		\$2,082.00	\$82,556.23
10/20/20	BUSINESS TO BUSINESS ACH EMPLOYMENT DEVEL EDD EFTPMT 101920 1289871392 VISTA FIRE PROTECTION		\$280.05	
10/19/20	CHECK # 3676		\$4,559.00	\$84,918.28
10/19/20	BUSINESS TO BUSINESS ACH IRS USATAXPYMT 101920 270069320643298 VISTA FIRE PROTECTION		\$991.74	
10/19/20	CHECK # 3672		\$1,968.75	
10/15/20	CHECK # 3669		\$184.70	\$92,437.77
09/30/20	INTEREST PAYMENT	\$0.65		\$92,622.47
09/23/20	TTC TREASURY EFT CORP PAY 200922 01-02393-PTSA TAX APPORTIONMENT	\$47,430.25		\$92,621.82
09/21/20	DEPOSIT	\$124.25		\$45,191.57
09/15/20	CHECK # 3666		\$46,224.93	\$45,067.32
09/15/20	CHECK # 3664		\$1,968.75	
<b>Totals</b>		<b>\$339,147.46</b>	<b>\$217,568.89</b>	


Date	Description	Deposits/Credits	Withdrawals/Debits	Ending Daily Balance
09/14/20	CHECK # 3667		\$999.00	\$93,261.00
09/14/20	CHECK # 3665		\$75.00	
09/14/20	DEPOSITED OR CASHED CHECK # 3668		\$2,082.00	
09/14/20	DEPOSITED OR CASHED CHECK # 3663		\$424.81	
09/14/20	DEPOSIT	\$4,176.42		
09/03/20	CHECK # 3662		\$1,867.10	\$92,665.39
<b>Totals</b>		<b>\$339,147.46</b>	<b>\$217,568.89</b>	

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### \*Account Disclosures

Deposit products offered by Wells Fargo Bank, N.A. Member FDIC.

 Equal Housing Lender