

**VISTA FIRE PROTECTION DISTRICT  
AGENDA  
Wednesday, June 9, 2021, at 6:00 P.M.**

The regularly scheduled monthly meeting of the Board of Directors of the Vista Fire Protection District will be held in person at Fire Station No. 5, 2009 South Melrose. Vista, CA 9208.

Members of the public wishing to address the Board may do so under Agenda Item III.

**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 May 12, 2021.

**V. FIRE DEPARTMENT REPORTS**

- A. District Fire Inspector's Report. Fire Inspector Jeremy Nichols will provide results of activities in May, in addition to proposed activities for June.
- B. Fire Marshalls Report. Deputy Fire Chief Craig Usher will present for the Board's review a list of pending and approved projects for properties located within the District.
- C. Weed Abatement Assessments. Department staff will report on the status of weed abatement in the District and request Board action to set public hearing for assessment of delinquent properties to recover associated costs of nuisance abatement.
- D. Fire Department Performance Report. Fire Chief Ned Vander Pol will report on performance by the City of Vista's Fire Department during April 2021.
- E. Fire Chief's Update. Fire Chief Ned Vander Pol will introduce a discussion on whether the District will maintain remote access capability for attending future Board meetings, as well as other matters of interest to the Department and the District.

**VI. OFFICERS' REPORTS**

- A. Accounts Payable. The Secretary of the Board and the treasurer will present for approval the District's Accounts Payable for the month of May 2021.
- B. Portfolio Summary/District Investments. The Board will review the Treasurer's Report on the District Investments as of May 31, 2021.

- C. Audit Update 2019-20. The Treasurer will report on the status of the FY 2019-2020 audit, and request Board approval for execution of the Management Representation Letter to the Auditors.
- D. Fire Mitigation Fees. The Treasurer will provide an update on his discussions with the City to develop a standard reporting process.
- E. District Communications. The Treasurer will report on progress in creating a dedicated answering service for calls to the District and the necessity for establishing a District email account for accessing County reports, including his request for approval of the costs.
- F. Legal Affairs. District Counsel will report on the status of any pending matters.

## **VII. COMMITTEE REPORTS**

- A. Fuel Modification. The subcommittee will ask Chief Vander Pol to present the staff report regarding Anchor Point for approval. The subcommittee recommends the expenditure of \$49,800 for the Anchor Point study.
- B. Panoramic Property. The Subcommittee on Panoramic will report on the costs, procedure and recommendations for the continued ownership or disposition of the District property, and ask the Board for direction on further actions.
- C. Response Times. Director Gomez will report on the status of his review of District response times and recommendations for retaining a consultant to propose improvements.

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

- A. LAFCO Alternate Special District Member. Director Fougner will request Board action approving the District's vote for a candidate to represent special districts as an alternate member of LAFCO.

## **IX. CONTINUING BUSINESS**

- A. Emergency Access Roads. Director Ploetz will provide an update on the status of the District's Emergency Access Roads.
- B. District General Manager. Continued to August.

## **X. NEW BUSINESS**

- A. Grant Programs For Wildfire Safety. Director Gomez will report on a recent announcement by the California Fire Foundation concerning grants for Wildfire Safety and Preparedness.

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

Directors are invited to make announcements and share written communications.

## **XII. MOTION FOR ADJOURNMENT**

**Copy of the Agenda and the Board Package of Meeting Materials Are Available On The District Web Site: [www.vistafireprotectiondistrict.org](http://www.vistafireprotectiondistrict.org) or by contacting the Office of the Clerk of the Board 955 Vale Terrace Drive, Ste. A, Vista, CA 92084, 760-758-3815**

**Draft - Pending Approval at June Meeting**  
**VISTA FIRE PROTECTION DISTRICT**  
**MINUTES of Meeting Held**  
**Wednesday, May 12, 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, Fire Inspector, Jeremy Nichols, 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 Ploetz, the Directors unanimously approved the published agenda as amended by reordering the sequence of certain matters, as noted below, for ease of 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.

**IV.   APPROVAL OF THE MINUTES**

On a motion made by Director Gomez and duly seconded by Director Elliott, the Minutes for the meeting held April 14, 2021, were approved by the Directors as presented.

**V.     FIRE DEPARTMENT REPORTS**

- A. District Fire Inspector's Report. Deputy Fire Chief Craig Usher and Fire Inspector Jeremy Nichols provided results of activities in April including parcel inspections, notices for weed abatement, the District's emergency access roads, and proposed activities for May.
- B. Fire Marshalls Report. Deputy Fire Chief Craig Usher reported on projects for properties located within the District and signage for fire lanes and high hazard areas.
- C. Fire Department Performance Report. Fire Chief Ned Vander Pol reported on response time performance by the City of Vista's Fire Department during April 2021.

- D. Fire Chief's Update. Fire Chief Ned Vander Pol reported on other matters of interest to the Department and the District, including the expected reopening of Station #6 for Board meetings.

Strategic Workshop. (Moved from VIII. B) Chief Vander Pol led a discussion on the scheduling and agenda for a Directors' special meeting to discuss the District's goals and strategies. The Directors scheduled this meeting for June 7, commencing at 8:30AM.

## 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 April 2021. On motion made by Director Miller, and duly seconded by Director Elliott, the Directors present approved the payments as listed in the amount of \$778,350.22 for the month of April.
- B. Portfolio Summary/District Investments. The Board reviewed the Treasurer's Report on the District Investments as of April 30, 2021.
- C. Audit Update 2019-20. The Treasurer reported on the status of the FY 2019-2020 audit.
- D. Fire Mitigation Funds. The Treasurer reported on the accounting methodology for the District's Fire Mitigation Funds, including those held in the District's own accounts and those held by the City of Vista on the District's behalf. Commencing with the August meeting, the Treasurer will begin presenting quarterly reports on the fund balance for coordination with the City.
- E. Resident Communications. The Treasurer will report next month on the dedicated answering service for calls to the District.
- F. Legal Affairs. District Counsel reported on the status of any pending matters, including his opinion that there is no prohibition on the District owning real estate for investment.

## VII. COMMITTEE REPORTS

- A. Fuel Modification. The Subcommittee led a discussion on their recommendation that Board approval of a consultant to update the Wildfire Protection assessment within the District be postponed until after completion of the Chief's staff report and the Directors' special meeting.
- B. Panoramic Property. The Subcommittee on Panoramic reported on the status of their assessment concerning the continued ownership or disposition of the District property. The Subcommittee, in consultation with counsel, will provide an outline of the procedure that must be followed and the anticipated costs for such a disposition, if approved.
- C. Response Times. Director Gomez reported on the status of his review of District response times.

**VIII. SPECIAL MATTERS DESIGNATED FOR CONSIDERATION (Continued)**

- A. Gopher Canyon Substation. Director Gomez reported his conclusion that a letter of intent for creating a substation in Gopher Canyon would be inappropriate at this time and requested further consideration this matter be suspended.
- B. Strategic Workshop. (reported above).

**IX. CONTINUING BUSINESS**

- A. Emergency Access Roads. Director Ploetz provided an update on the status of the Emergency Access Roads.
- B. District Administrative Manager. After Vice President Elliott presented his recommended job description the Board agreed to defer further discussion until after the special meeting on June 7.

**X. NEW BUSINESS**

- A. None.

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

Directors were invited to make announcements and share written communications. Director Elliott recommended that Board members take advantage of the resources available on CSDA web site for new directors.

**XII. MOTION FOR ADJOURNMENT**

On a motion made by Director Miller and duly seconded by Director Gomez, the meeting was adjourned at 9:23 PM.

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# Vista Fire Protection District

**Prepared by:** Jeremy Nichols, Fire Inspector / Investigator

**Approved by:** Ned Vander Pol, Fire Chief *NVP*

**Meeting date:** June 9, 2021

**Agenda location:** Continuing Business

## **District enhanced activities for May 2021**

- Evaluated all emergency roads on 5/6/21.
  - Deeb Ct - Tall weeds remain within 20 feet of roadside on North section.
  - Hardell Ln – Tall weeds along roadside. Knox padlock recovered and attached to other padlocks.
  - El Paso Alto – Weeds along roadside and gate post knocked down.
  - Fabry Ln – Weeds on road and along roadside
  - Par Valley – Weeds along roadside and vertical clearance obstructed by tree branches and vines.
- Inspected a total of 613 parcels and issued 20 hazardous fire area inspection notices.
- Had 21 face-to-face opportunities out in the field and provided 0 *Living with Wildfire* brochures.
- Received 8 public service requests that resulted in 1 field parcel assessments. Of these, 0 hazardous fire area notice were issued.
- Replaced 0 “Fire Lane” signs.

## **Planned activities for June 2021**

- Annual weed abatement program parcel assessments begin June 1.
- Update District Board on weed abatement progress to date.
- Continue to monitor for any emergency response map book inconsistencies.
- Quickly respond to all citizen service requests regarding any hazardous conditions.
- Assess all district emergency roads.
- Continue to replace faded and/or illegible “Fire Lane” signs.

Respectfully submitted,

Jeremy Nichols  
Fire Inspector / Fire Investigator  
Vista Fire Protection District

# AGENDA REPORT

Department: Fire

Item No: \_\_\_\_\_

Prepared by: Ned Vander Pol, Fire Chief

Meeting Date: June 9, 2021

Approved by: \_\_\_\_\_

Agenda Location: \_\_\_\_\_

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## SUBJECT: COLLECTION OF DELINQUENT 2020 WEED ABATEMENT CHARGES

### RECOMMENDATION:

1. Adopt Resolution No. 2021- , declaring its intent to set a public hearing for collection of delinquent weed abatement charges.
2. Set July 14, 2021, as the date of the public hearing to levy assessments on the 2021 property tax roll for collection of delinquent 2020 weed abatement charges.

**STATEMENT ON THE SUBJECT:** Ordinance 18 of the Vista Fire Protection District dated June 23, 2003, authorizes the Fire Department to declare overgrown weeds and brush a public nuisance if they constitute a fire hazard to buildings, or other property. As required by the ordinance, notices to clear premises that were deemed nuisances were sent by regular mail addressed to the property owner or person in charge and control of the property at the address shown on the most recently available assessment roll. 1,235 total parcels were identified in the first wave of review by Fire Prevention staff. 621 of the parcels fell within City jurisdiction, with the remaining parcels falling within the jurisdiction of the Vista Fire Protection District. Notices were sent to owners in April 2020, with follow-up inspections beginning June 2020.

The vast majority of parcels have been cleared by the owners or person(s) in charge. The remaining parcels were cleared in October 2020 ('final wrap') by a contractor hired by the City. In November 2020, invoices for the contractor's work and the administrative fees were sent to the property owners.

The parcels and the amounts to be collected, listed in Exhibit 1, represent the delinquent charges as of May 26, 2021. The total outstanding balance is \$5,639.13, which will be included on the Fiscal Year 2021/22 property tax roll. The number of parcels and collection amounts may change before the public hearing date, if payments are received.

The two parcels in question are 126 210 1200 located at 1650 Vista Del Mar (\$4,221.47) and 183 124 3000 located at 356 Hannalei Place (\$1,417.66).

**FISCAL IMPACT:** The total amount to be recovered via the tax roll is \$5,639.13. Costs recovered will be deposited into the Weed and Lot Clearing Fee account (No. 0010034.435160), which is a General Fund account. Revenue collected will cover expenses incurred by the Weed Abatement Program.

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### ACTION:

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*Clerk/Secretary*



**SUBJECT: COLLECTION OF DELINQUENT 2020 WEED ABATEMENT CHARGES**

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**EXHIBITS:**

1. District Resolution No. 2021- , declaring its intent to set a public hearing for collection of delinquent weed abatement charges
2. Fiscal Year 2020/21 Report of Proceedings and Account of Costs
3. Ordinance 18



# ORDINANCE 18

## AN ORDINANCE OF THE VISTA FIRE PROTECTION DISTRICT TO DECLARE CERTAIN WASTE MATERIAL AS A PUBLIC NUISANCE, PROVIDE FOR ABATEMENT AND REMOVAL THEREOF, AND PROVIDE FOR THE COST OF SAID ABATEMENT TO BE A LIEN UPON PRIVATE PROPERTY

The Board of Directors of the Vista Fire Protection District ordain as follows:

Section 1: Findings, Definitions, and notices.

Section 2: The following Ordinance is hereby adopted by the Board of Directors as the District's procedure for the abatement of certain waste material:

Section 3: Effective Date of Ordinance.

01.010: The enactment of this ordinance is pursuant to the authority contained in California Health and Safety Code section 13879, and Division 12, Part 5, (commencing with section 14875) and Division 12, Part 6, sections 14930 and 14931.

AND;

Government Code Section 36937 (b).

01.020: **Findings**

A. A majority of all native vegetation within the Vista Fire Protection District constitutes a seasonal and recurrent nuisance pursuant to the Health and Safety Code Section 14900.5. The accumulation of waste material on private property reduces the value of the property, promotes blight, creates a harbor for rodents and insects, creates a fire hazard and is injurious to the health, safety, and general welfare of the public. These materials are declared to be a public nuisance and shall be abated to the satisfaction of the Fire Chief or his authorized representative.

B. Cultivated and useful grasses and pasture shall not be declared a public nuisance. However, if the Fire Chief or his authorized representative shall determine a hazard exists adjacent to the improved property from fire exposure, an adequate fire break may be constructed to prevent the spread of fire or ensure the public safety.

01.030: **Waste Material Defined**

For the purposes of this ordinance, waste material is defined as unused or discarded matter having no substantial market value which is exposed to the elements and not enclosed in a structure concealed from public view. Waste material includes, but is not limited to:

A. Weeds which bear seeds of a downy or wingy nature, sagebrush,

chapparral, poison oak, dry grass, brush, litter or other flammable, noxious, or dangerous material which endangers the public safety by creating a fire hazard.

01.040: **Public Nuisance Defined**

For the purposes of this ordinance, public nuisance is defined as waste material, which, by reason of its location or character, may hamper or interfere with the prevention or suppression of fire upon the premises or any adjacent property, or which creates a fire hazard.

01.050: **Abatement Defined**

For purposes of this ordinance, abatement is defined as the removal of the hazard or public nuisance as defined herein.

It shall be the responsibility of the property owner to ensure compliance with other local or State or Federal laws, including those pertaining to sensitive lands or threatened or endangered species, when abatement is ordered. Violations of any such law may subject the property owner to penalties prescribed therein.

01.060: **Notice to Abate Public Nuisance**

If it is determined that a public nuisance, as defined in this ordinance, exists on any lot, premises, sidewalk, parking lot, or street adjacent areas, the Fire Chief or an authorized representatives shall cause a notice to be issued to abate the nuisance. The notice shall be entitled:

## **NOTICE TO CLEAN PREMISES**

in legible letters, and shall direct the abatement of the nuisance and refer to this ordinance for particulars. The notice shall contain a description of the property in general terms, reasonably sufficient to identify the location of the nuisance, and a description of the items to be removed from the property. The notice shall also state the time within which the abatement must be completed, as well as the penalty for failure to complete the abatement.

01.070: **Time Limit for Completing Abatement**

Within thirty days from the date of service of the notice, or in the case of an appeal to the Fire District, thirty days from the determination thereof, it shall be the duty of the land owner, the agent of the owner, or the person in possession of the premises to comply with the requirements of the notice and abate the premises.

01.080: **Service of Notice**

The Notice to Abate Public Nuisance may be served by one of the following methods:

- A. By personal service on the owner, adult occupant or adult in charge or control of the property;

- B. By regular mail addressed to the owner or person in charge and control of the premises at the address shown on the last available assessment roll;
- C. By posting at least one notice in a conspicuous place on the property, or on an adjacent public right of way nearest the street, highway, or road, or other area most likely to give actual notice to the owner.
- D. In the case of weeds or vegetation which has previously been declared to constitute a seasonal nuisance, it is sufficient to mail a post card notice to the owners of the property as their address appears on the current assessment roll. The notice shall describe the property and shall state dangerous weeds of a seasonal and recurrent nature are growing on the property which constitutes a public nuisance and must be abated.

01.090:

**Appeal to the Board of Directors**

At any time after receipt of the abatement notice and up to seven days prior to the final clearance date as specified in the notice, the owner or person occupying or controlling the premises may appeal to the Vista Fire Protection District Board of Directors. The appeal shall be in writing and filed with the Fire Marshal. At the next or regular adjourned meeting of the Board of Directors, the board shall proceed to hear and make a determination on the appeal, which determination shall be final and conclusive. The Fire Marshal shall notify the individual of the date and time of the meeting.

01.100:

**Violation**

The owner, occupant or agent of any property within the Vista Fire Protection District who fails to abate a public nuisance or violates any of the provisions contained in this ordinance, shall be guilty of a misdemeanor and, upon conviction thereof, shall be subject to a fine of not more than one thousand dollars or imprisonment for a period not to exceed six months, or both.

01.110:

**Abatement of Public Nuisance by Fire Chief**

Upon the failure, neglect or refusal of any owner or agent, after notice, to properly comply with the order to remove or destroy the waste material within the time specified in this ordinance, the Fire Chief or an authorized representative may cause such work to be done. When the work has been completed, a report of the proceedings and an accurate account of the cost on each separate property shall be filed with the Fire Prevention Bureau

- A. If the Board determines that it is in the best interest of the District and its citizens, the Board may contract out the abatement process. Upon completion of the abatement, the District may lien the property as set forth herein, and may assign its interest to the contractor as full or partial payment. Pursuant to Health and Safety Code section 14901, the officer, board or commission, and his or its assistants, deputies, employees, or contracting agents, or other representatives may enter upon private property for the purpose of removing the weeds.

01.120

**Cost of Abatement to be Paid by Owner of Property**

Costs for abatement shall include any and all administrative costs including, but not limited to, cost of mailing, fire district personnel's time, computer retrieval, plus contractors= abatement cost. When the District has completed the work ordered to be done, or has paid for such work to be done, the actual cost thereof, together with the administrative costs, shall be charged to the owner of the property, and the owner, or an agent, shall be billed by mail, if not paid prior. The bill shall inform the owner that he or she has thirty days to pay the entire bill and that failure to pay will result in a lien on the property.

01.130

**Hearing for Failure to Pay for Cost of Abatement**

Where the full amount due to the District is not paid by the owner within thirty days after the date of the bill, the Board shall conduct a hearing pursuant to Health and Safety Code sections 14910 et seq. The District shall post a notice three days prior to the hearing pursuant to Health and Safety Code section 14906. The Board of Directors shall review the report on accounting on the abatement at the hearing. The owner of the property may present a written or oral protest or objection to the report on accounting. At the conclusion of the hearing, the Board of Directors shall either approve the report on accounting as submitted or modify it. The decision of the Board of Directors shall be final and conclusive.

01.140

**Special Assessments**

The District shall charge to the property owner the full amount due. Pursuant to Health and Safety Code sections 14915 through 14922, a copy of the report, as confirmed, shall be turned over to the auditor of the county, on or before the tenth day of August following such confirmation, and the auditor shall enter the amounts of the respective assessments against respective parcels of land as they appear on the current assessment roll.

01.150:

**Lien on Property for Cost of Abatement**

The amount approved by the Board of Directors shall be charged to the property owner and constitute a lien against the property. Failure to pay the amount determined by the Board of Directors may result in foreclosure of the lien and sale of the property to pay for the abatement.

01.160:

**Liability of Successive Owners**

Every successive owner of property who neglects to abate a continuing nuisance upon, or in the use of, such property, created by a former owner, is liable therefore in the same manner as the one who first created it. (California Civil Code section 3483)

01.170:

**Validity of Ordinance**

Should any section, paragraph, sentence or word of this ordinance or the codes referenced herein, be declared invalid, it is the intent of the Board that it would have adopted all other portions of the ordinance independent of the invalid portions and those portions not deemed invalid will remain in full force and effect.

Section 3: **Effective Date of Ordinance**

This Ordinance shall become effective thirty (30) days following its passage and adoption.

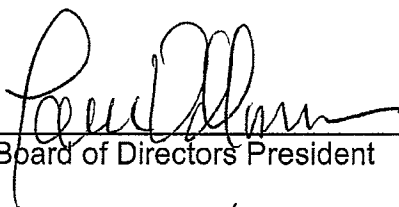
Passed, approved and adopted on June 23, 2003 by the following vote:

Ayes: 5

Noes: 0

Abstain NA

Absent NA

Attested By:   
Board of Directors President

  
Clerk of the Board

**RESOLUTION NO. 2021-\_\_**

**A RESOLUTION OF THE VISTA FIRE PROTECTION DISTRICT,  
APPROVING AND CONFIRMING A REPORT AND ACCOUNT FOR  
ABATEMENT OF WEEDS, SHRUBS, DEAD TREES AND WASTE  
MATTER FOR FISCAL YEAR 2020-2021**

**The Board of Directors of the Vista Fire Protection District does resolve as follows:**

1. **Findings.** The Board of Directors hereby finds and declares the following:

A. District Ordinance #18 provides that all weeds, dry grasses, dead shrubs, dead trees, rubbish or any material growing upon private property are deemed to be a public nuisance and may be abated by the Vista Fire Protection District ("District") at the property owner's expense if, after receipt of notice, the property owner fails to abate the public nuisance.

B. Section 01.150 authorizes the District after receipt of a report of weed abatement costs to impose liens on the properties for the cost of the abatement after a public hearing that are delinquent.

C. On June 9, 2021, the required Report of Proceedings and Account of Costs (Fiscal Year 2020/21) with respect to the abatement of such items constituting a public nuisance was filed with the Clerk of the Board.

D. Notices in proper form were duly served as required, with respect to all of the parcels contained in the Report of Proceedings and Account of Costs, and no appeals as to any affected parcel has been filed as provided for in Section 01.090 of the District Ordinance.

E. The public nuisance formerly existing upon said parcels have not been duly abated and the District has incurred costs in accomplishing such abatement.

F. The required Report of Proceedings and an Account of Costs incurred, which is on file in the District Clerk's Office, has been duly posted and noticed and the hearing on such proceedings and costs duly noticed, called, held and conducted on July 14, 2021, pursuant to Section 01.130, and an opportunity afforded each owner of land or other interested person whose parcel was affected by such report to present a written or oral protest or objection to such report and account at said hearing.

G. The District Board of Directors considered any and all protests and objections to the report.

H. The District Board of Directors, after such hearing duly noticed, held and conducted, finds and declares that said Report of Proceedings and Account of Costs is correct and should be approved and confirmed in all respects, and the amounts contained therein should be assessed to and shall become liens upon the respective parcels of land as they are shown on the last available assessment roll.



**2. Action.**

A. The District Board of Directors hereby confirms and approves the 2021 Report of Proceedings and Account of Costs, a copy of which is on file in the District Clerk's Office, in all respects.

B. The District Board of Directors does hereby determine that the weeds, grasses, dead shrubs and waste matter upon said premises have existed at all times herein and all times have constituted a public nuisance requiring abatement as provided in said Ordinance 18.

C. It is ordered that the amounts and costs of abatement as set forth in the Report of Proceedings and Account of Cost, opposite each respective parcel where abatement was required, are hereby assessed to and made liens upon the respective lots, premises, or parcels referred to therein and such respective lots, premises, or parcels referred to therein and such respective amounts to and are made liens upon each respectable parcel of land as such are shown upon the last available assessment roll of San Diego County.

D. The Board Clerk is ordered to file a certified copy of this Resolution, together with the Report of Proceedings and Account of Costs attached thereto, with the County Auditor of the County of San Diego prior to September 1, 2021. Pursuant to California Government Code Section 39580 through 39586 inclusive and the California Health and Safety Code 14912, the County Auditor shall enter each assessment as set forth in the Report of Proceedings and Account of Costs, attached hereto, on the County Tax Roll opposite the parcel of land referred to. The amount of the assessment shall be collected at the same time and in the manner of county property taxes; and if delinquent, the amount is subject to the same penalties and procedures of foreclosure and sale as provided for county property taxes.

PASSED AND ADOPTED at a meeting of the Vista Fire Protection District held on the 14th day of July 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

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Robert Fougner, President

ATTEST:

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Clerk

APPROVED as to form:

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FRED PFISTER, Legal Counsel



## May 2021 Monthly Incident Report

1. Monthly Activity Report *NP*
  - A. Response Travel Time Report: Total calls of 1,356 of which 1,272 were counted in the response summary. Calls not counted in the Response Travel Time Report include:
    1. Non-priority responses
    2. Cancelled while responding
    3. Staged for sheriff.
    4. Responding to another jurisdiction for Automatic/Mutual Aid.
    5. No 'on scene' MST by responding apparatus.
  - B. USR 5 year monthly comparison City and District \*
2. Response Time Chart
3. Total Response time >10 minutes in Fire District

JS May 2021 Cover



**Monthly Activity Report**

**May 2021**

<b>Response travel time last month (cad)</b>			
	<b>Total</b>	<b>City</b>	<b>District</b>
Number of incidents	1,356	926	147
Number of urgent calls	1,272	868	136
Average travel time *	4:23	4:15	5:55
75 <sup>th</sup> fractal travel time *	5:20	5:00	6:56
90 <sup>th</sup> fractal travel time *	7:19	6:46	8:44

<b>Response travel time last 12 months (cad)</b>			
	<b>Total</b>	<b>City</b>	<b>District</b>
Number of incidents	14,515	9,745	1,746
Number of urgent calls	13,404	9,024	1,573
Average travel time *	4:31	4:19	5:39
75 <sup>th</sup> fractal travel time *	5:26	5:12	6:50
90 <sup>th</sup> fractal travel time *	7:09	6:43	9:10

\* First unit on scene and emergency calls only-includes automatic aid units

<b>Automatic Aid</b>		
	<b>Current month</b>	<b>Year-to-date</b>
Given	330	1,604
Received	231	984

<b>Ambulance Transports</b>		
	<b>Current month</b>	<b>Year-to-date</b>
Vista	675	2,312
Other Agencies	117	356

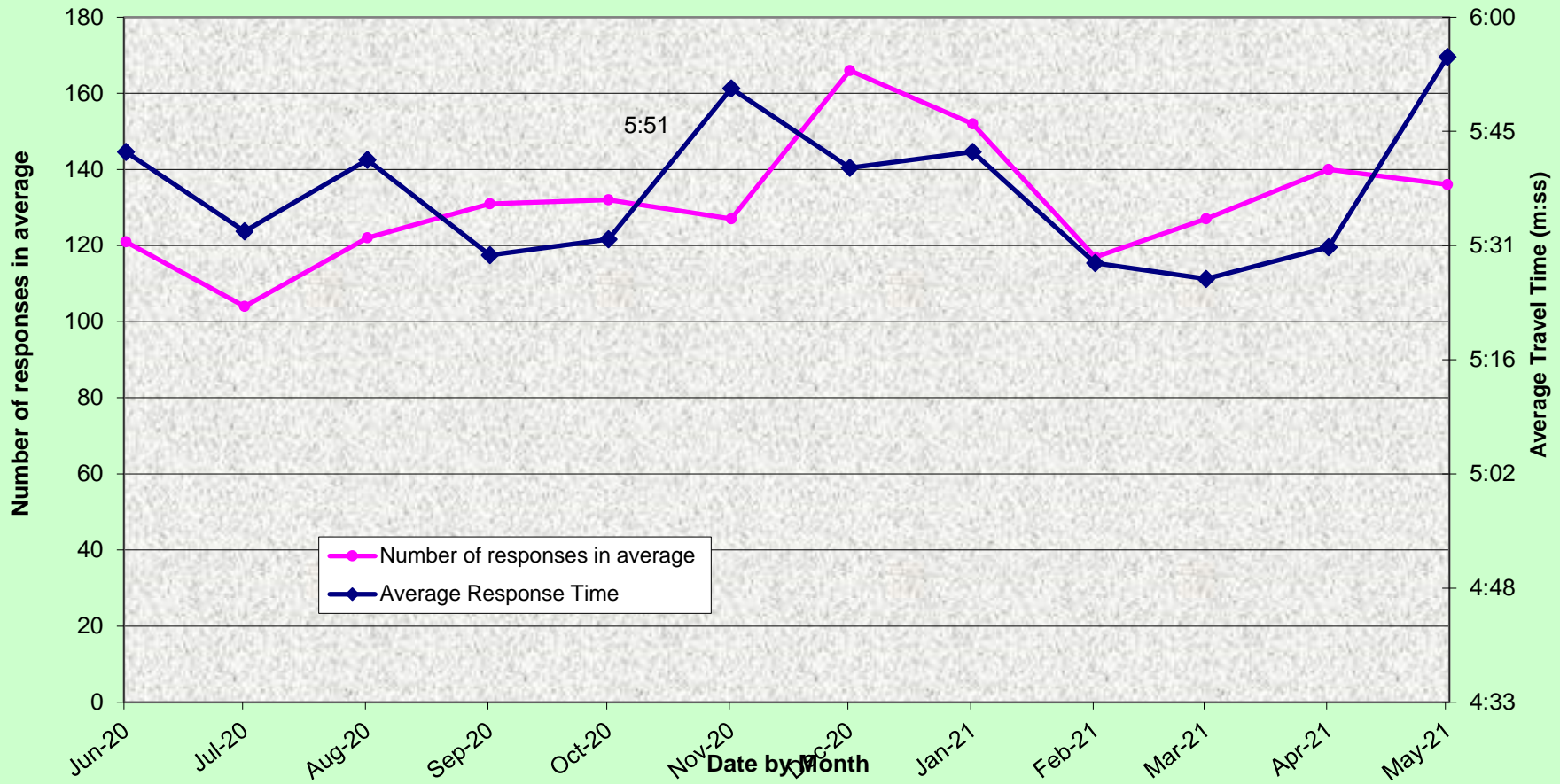
## May 2021

USR 5-year travel time monthly comparison -City						
	Urban		Suburban		Rural	
Year	Unit Responses	90th	Unit Responses	90th	Unit Responses	90th
2017	7,312	0:05:43	157	0:06:47	282	0:06:28
2018	7,005	0:05:30	529	0:06:22	66	0:07:19
2019	7,123	0:05:38	529	0:06:19	61	0:07:03
2020	6,840	0:06:07	571	0:06:53	55	0:07:11
2021 Jan-May	3,016	0:05:39	260	0:06:25	22	0:06:43
<i>Δ YTD previous year</i>		-0:00:28		-0:00:28		-0:00:28

USR 5-year travel time monthly comparison-District						
	Urban		Suburban		Rural	
Year	Unit Responses	90th	Unit Responses	90th	Unit Responses	90th
2017	1,023	0:06:55	90	0:09:47	327	0:08:30
2018	826	0:05:51	358	0:07:28	153	0:09:38
2019	804	0:06:01	431	0:07:13	196	0:10:13
2020	736	0:06:21	344	0:07:45	200	0:10:02
2021 Jan-May	286	0:06:32	182	0:08:03	83	0:10:22
<i>Δ YTD previous year</i>		0:00:11		0:00:42		0:00:20

Dispatched Incident volume types	May	Year to date
Alarm	37	167
Fire	1117	401
Medical	1,177	1,518
Other	25	101
Total	1,356	5,034

### Fire District Average Travel Time 12 month



Data retrieved from Tableau Server at NCDJPA

Note: Incident count used in averages does not include the following:  
 Not completed incidents, Mutual Aid Given, Other Aid Given, Cancelled in route,  
 Not priority, Fill-in Standby, No arrival and Invalid Dates/Times

Response Time = turnout time + travel time

## May 2021 Response times >10 minutes in Vista Fire District

Master Incident Number	Date and time	Street Name	Response time
2021-034011	5/03/2021 11:23:46	Riviera Dr.	10:30
E115 travel time: 09:59 E123 on incident 2021-034009			
E115 from NCF station 5			
2021-035864	5/09/2021 18:27:51	Laurel Valley Dr.	10:30
E123 travel time from quarters: 09:52			
E123 from Vista station 3			
2021-037959	5/17/2021 09:30:45	Vista Valley Ln.	13:14
E123 travel time from quarters: 11:39			
E123 from Vista station 3			
2021-039564	5/25/2021 16:43:23	Vista Valley Ln.	10:56
E123 travel time from quarters: 10:08			
E123 from Vista station 3			
2021-040340	5/25/2021 06:50:15	Palm Hill Dr.	10:08
1 <sup>st</sup> in unit (E122) on incident 2021-040334			
E124 travel time from quarters: 09:48			
E124 from Vista station 4			



**VISTA FIRE PROTECTION DISTRICT  
ACCOUNTS PAYABLE  
MAY 31, 2021**

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.

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 #	
Admin	STREAMLINE P.O. BOX 207561, DALLAS, TX 75320-7561	MONTHLY BILL FOR WEB HOSTING INVOICE #67009CA4-0007	\$75.00
Fin'l	CITY OF VISTA 200 CIVIC CENTER DR VISTA, CA 92084	APPORTIONMENT #10, INVOICE # 19957	\$425,978.17
Facilities	AZTEC LANDSCAPING 7980 LEMON GROVE WAY LEMON GROVE, CA 91945	EMERGENCY ACCESS ROADS, INV# 36997-IN PAR VALLEY, FABRY LANE, CATALINA & DEEB HARDELL LANE, EL PASO ALTO, MAR 2021	\$2,082.00
Facilities	LITTLE YELLOW BUDDIES 13615 FAIRLANE RD VALLEY CENTER, CA 92082	INVOICE # 230	\$4,401.00
Admin	CHRISTIE ROSS OCEANSIDE, CA 92056	REIMB. FOR ZOOM 04/06/21-5/5/2021 INV#	\$14.99
Fin'l	STATE COMPENSATION FD P.O. BOX 7441 SAN FRANCISCO, CA 94120-7441	POLICY 287864-21 DEPOSIT PREMIUM W/C INS. PERIOD 5/19/2021-5/19/2022 W/C INS. PRIOR PERIOD DUE FOR 5/19/20-5/19/21	\$519.80 \$73.17
Fin'l	FEDAK & BROWN LLP 6081 ORANGE AVENUE CYPRESS, CA 90630	PROGRESS BILLING AUDIT-APRIL 2021 FINAL BILLING AUDIT-MAY 2021	\$2,430.00 \$2,530.00
			<b>\$440,072.88</b>
	<b>Director</b>	<b>DATE: JUNE 9, 2021</b>	
	<b>Director</b>	<b>DATE: JUNE 9, 2021</b>	



VISTA FIRE PROTECTION DISTRICT  
 PAYROLL REQUEST  
 DATE: JUNE 9, 2021  
 PAYROLL ENDING: MAY 31, 2021

EMPLOYEE	MONTH ENDING PAY PERIOD	FOR CLERK SERVICES	GROSS	FED W/H	SOC. SEC.	MEDICARE	STATE W/H	SDI	NET
Christine Ross	5/31/2021	MAY 2021	460.00	0.00	28.52	6.67	0.00	0.00	424.81

Approved:

\_\_\_\_\_  
 Director Date 6/9/2021

\_\_\_\_\_  
 Director Date 6/9/2021

# Copeland, Miranda & Benner CPAs

955 Vale Terrace Drive, Suite A  
Vista, CA 92084  
(O) 760-758-3815 (Fax) 760-758-2628  
[starcpas@aol.com](mailto:starcpas@aol.com)

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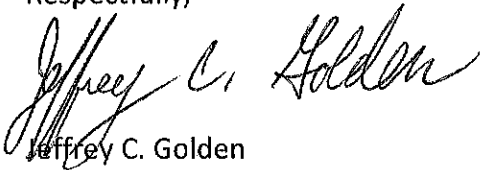
Jeffrey C. Golden, Treasurer  
Vista Fire Protection District

June 9, 2021

Vista Fire Protection District  
Board of Directors,

I am certifying that the attached invoice number 19957 in the amount of \$425,978.17 from the City of Vista is accurate per the Contract conditions set forth in the agreement between the City of Vista and the Vista Fire Protection District (reference Section 3.B.2) and made effective August 1, 2010.

Respectfully,



Jeffrey C. Golden  
Treasurer

City of Vista  
 200 Civic Center Drive  
 Vista, CA 92084  
 (760) 643-5248

**INVOICE**  
 Customer Copy

CUSTOMER	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE		
VISTA FIRE PROTECTION DISTRICT	05/20/2021	19957	\$0.00	06/19/2021	\$425,978.17		
DESCRIPTION	QTY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
VFPD REVENUE TAX APPORT #10	1	\$425,978.17	EACH	\$425,978.17	\$0.00	\$0.00	\$425,978.17
<b>Invoice Total</b>						<b>\$425,978.17</b>	

90% OF TAX APPORTIONMENT #10

DUE UPON RECEIPT

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂

Promptly Send Payment To:



City of Vista  
 Finance - AR  
 200 Civic Center Drive  
 Vista, CA 92084

2266  
 VISTA FIRE PROTECTION DISTRICT  
 955 VALE TERRACE DR., STE. A  
 VISTA, CA 92084

**INVOICE**

Remit Portion

Invoice Date 05/20/2021  
 Invoice Number 19957  
 Customer Number 2266  
 Amount Paid \$0.00

Due Date 06/19/2021  
**Invoice Total Due \$425,978.17**

Please put Customer Number on your check.  
 Make Checks Payable to: City of Vista.

Tax Appt # 10

Inv 19957

REPORT NUMBER: ACAP-232A	PAGE 2 OF 623080	1% VISTA FIRE PROTECTION DISTRICT	PAGE NO 5684
1% COUNTY OF SAN DIEGO	TAX/REVENUE ACCOUNTABILITY REPORT	APPORT DATE 05/11/21	NO 10
DLQ UNSEC ST UNITARY	DU UNITARY-RAILRD	DISCHGD DLQ UNSEC	ACCNTBLTY YR 2020-21
01/08/21	01/08/21	04/05/21	RUN DATE 05/05/21
CHARGES			
OPENING		16.38	
SUPPLEMENTAL			
CORRECTIONS	1.01		394.51
PRIOR YEAR ESCAPES	14.92		2,026.16
PENALTIES/INTEREST	15.08		
COSTS			
2% PASS THRU			
NET RECEIVABLES	30.75		2,420.67
TOTAL RECEIVABLES			2,420.67
COLLECTIONS			
TAXES			
PRIOR YEAR ESCAPES			
PENALTIES/INTEREST			
COSTS			
2% PASS THRU			
TOTAL COLLECTED TO DATE			1,420.32
REMAINING RECEIVABLES	30.75		1,000.35
DISTRIBUTIONS			
TAXES			
PR YR ESC	6.23		52,761.75
PEN/INT	3.85		30,776.98
COSTS			
2% PASS THRU			
TOTAL PRIOR DISTRIBUTED			83,538.73
TAXES			
PR YR ESC	6.23		52,761.75
PEN/INT			
COSTS			
2% PASS THRU			
TOTAL DISTRIBUTED TO DATE			52,761.75
TOTAL DISTRIBUTED THIS RUN			1,420.32
REFNDS/ADJUSTMNTS THIS RUN			121.72
NET THIS RUN			1,046.69
CHARGES			
OPENING			
SUPPLEMENTAL			
CORRECTIONS	275.67		63.57
PRIOR YEAR ESCAPES	108.88		188.34
PENALTIES/INTEREST			
COSTS			
2% PASS THRU			
NET RECEIVABLES	275.67		8,394.15
TOTAL RECEIVABLES	275.67		8,394.15
COLLECTIONS			
TAXES			
PRIOR YEAR ESCAPES			
PENALTIES/INTEREST			
COSTS			
2% PASS THRU			
TOTAL COLLECTED TO DATE			1,420.32
REMAINING RECEIVABLES	275.67		251.91
DISTRIBUTIONS			
TAXES			
PR YR ESC	6.23		5,041.18
PEN/INT			3,816.06
COSTS			
2% PASS THRU			
TOTAL PRIOR DISTRIBUTED			8,857.24
TAXES			
PR YR ESC	6.23		5,041.18
PEN/INT			
COSTS			
2% PASS THRU			
TOTAL DISTRIBUTED TO DATE			5,041.18
TOTAL DISTRIBUTED THIS RUN			13.12
REFNDS/ADJUSTMNTS THIS RUN			238.79
NET THIS RUN			238.79

FUND SUMMARY

CHARGES	DU UNSEC SUPP	INTEREST ALLOC	FUND SUMMARY
01/08/21	05/03/21	05/03/21	
OPENING			3,743,829.72
SUPPLEMENTAL			292.05
CORRECTIONS			47,438.58
PRIOR YEAR ESCAPES			34,617.58
PENALTIES/INTEREST			2,746.81
COSTS			
2% PASS THRU			
NET RECEIVABLES			85,095.02
TOTAL RECEIVABLES			3,828,924.74
COLLECTIONS			
TAXES			
PRIOR YEAR ESCAPES			
PENALTIES/INTEREST			
COSTS			
2% PASS THRU			
TOTAL COLLECTED TO DATE			3,643,630.84
REMAINING RECEIVABLES			36,136.81
DISTRIBUTIONS			2,746.81
TAXES			
PR YR ESC			
PEN/INT			
COSTS			
2% PASS THRU			
TOTAL PRIOR DISTRIBUTED			3,684,513.66
TAXES			
PR YR ESC			
PEN/INT			
COSTS			
2% PASS THRU			
TOTAL DISTRIBUTED TO DATE			144,411.08
TOTAL DISTRIBUTED THIS RUN			3,170,696.06
REFNDS/ADJUSTMNTS THIS RUN			33,642.25
NET THIS RUN			2,233.23
CHARGES			
OPENING			
SUPPLEMENTAL			
CORRECTIONS			
PRIOR YEAR ESCAPES			
PENALTIES/INTEREST			
COSTS			
2% PASS THRU			
NET RECEIVABLES			
TOTAL RECEIVABLES			
COLLECTIONS			
TAXES			
PRIOR YEAR ESCAPES			
PENALTIES/INTEREST			
COSTS			
2% PASS THRU			
TOTAL COLLECTED TO DATE			
REMAINING RECEIVABLES			
DISTRIBUTIONS			
TAXES			
PR YR ESC			
PEN/INT			
COSTS			
2% PASS THRU			
TOTAL PRIOR DISTRIBUTED			
TAXES			
PR YR ESC			
PEN/INT			
COSTS			
2% PASS THRU			
TOTAL DISTRIBUTED TO DATE			
TOTAL DISTRIBUTED THIS RUN			
REFNDS/ADJUSTMNTS THIS RUN			
NET THIS RUN			

473,822.66  
 - 513.58  
 473,309.08  
 X .90  
 425,978.17

**AZTEC LANDSCAPING, INC.**  
 7980 Lemon Grove Way  
 Lemon Grove, CA 91945  
 State Contractor's Lic. No. 642504  
 Equal Opportunity Employer

**(619) 464-3303**

VISTA FIRE PROTECTION DISTRICT  
 955  
 VALE TERRACE DR. SUITE A  
 Vista CA 92084

**INVOICE**

0036997-IN

SALESPERSON

MANUEL PINTO

DATE OF INVOICE

05/31/21

SHIP TO

Jeff Golder

ACCOUNT NO.	DATE SHIPPED	SHIPPED VIA	COL P.P.	F.O.B. POINT	TERMS	YOUR ORDER NUMBER
00-0000626					NET 30 DAYS	
QUANTITY	DESCRIPTION				UNIT PRICE	AMOUNT
	MONTHLY MAINTENANCE SERVICE FOR THE EMERGENCY ACCESS ROADS/WEED ABATEMENT PAR VALLEY, FABRY LANE, CATALINA & DEEB HARDELL LANE, EL PASO ALTO MONTHLY COST  SERVICE FOR MAY 2021					2.082.00
<b>THANK YOU</b>					<b>TOTAL</b>	2.082.00

Little Yellow Buddies Fire Hydrant Services  
13615 Fairlane Rd.  
Valley Center, CA 92082

# Invoice



Bill To
Vista Fire Protection District Attn: Jeffrey Golden 955 Vale Terrace Ste. A Vista, CA 92084

Date	Invoice No.	P.O. Number	Terms	Project
06/01/21	230			

Item	Description	Quantity	Rate	Amount
District Hydrants Serviced	Hydrants# 469-608, 879-926	163	27.00	4,401.00
	<i>Craig Usher</i>	06-02-2021		

Subtotal	\$4,401.00
Sales Tax	\$0.00
<b>Total</b>	<b>\$4,401.00</b>





VISTA FIRE  
PROTECTION DISTRICT

June 9, 2021

Fedak & Brown LLP  
6081 Orange Avenue, 2<sup>nd</sup> Floor  
Cypress, CA 90630

We are providing this letter in connection with your audit of the basic financial statements of the Vista Fire Protection District as of June 30, 2020, and for the year then ended for the purpose of expressing an opinion as to whether the basic financial statements present fairly, in all material respects, the respective financial position of the Vista Fire Protection District as of June 30, 2020, and the respective changes in net position and cash flows for the year then ended in conformity with United States generally accepted accounting principles, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of June 9, 2021, the following representations made to you during your audit.

**Financial Statements**

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated September 16, 2020, including our responsibility for the preparation and fair presentation of the financial statements and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates are reasonable.

955 Vale Terrace Dr., #A  
Vista, CA 92084  
(760) 758-3815  
[www.vistafireprotectiondistrict.com](http://www.vistafireprotectiondistrict.com)



**Financial Statements, continued**

- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements
- 8) We are in agreement with the adjusting journal entries you have proposed, and they have been posted to accounts.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Guarantees, whether written or oral, under which the Vista Fire Protection District is contingently liable, if any, have been properly recorded or disclosed.

**Information Provided**

- 11) We have provided you with:
  - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
  - b) Additional information that you have requested from us for the purpose of the audit.
  - c) Unrestricted access to persons within the District from whom you determined it necessary to obtain audit evidence.
  - d) Minutes of the meetings of the Board of Directors or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
  - a) Management,
  - b) Employees who have significant roles in internal control, or
  - c) Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity's financial statements communicated by employees, former employees, regulators, or others.
- 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 18) We have disclosed to you the identity of the District's related parties and all the related party relationships and transactions of which we are aware.

**Government—specific**

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have a process to track the status of audit findings and recommendations.
- 21) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 22) The District has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, or net position.
- 23) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
- 24) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- 25) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- 26) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- 27) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 28) As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
- 29) The District has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 30) The District has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 31) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 32) The financial statements properly classify all funds and activities in accordance with GASBS No. 34, as amended, and GASBS No. 84

**Government—specific, continued**

- 33) All funds that meet the quantitative criteria in GASB Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 34) Components of net position (net investment in capital assets; restricted; and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 35) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 36) Provisions for uncollectible receivables have been properly identified and recorded.
- 37) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 38) Revenues are appropriately classified in the statements of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 39) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 40) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 41) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
- 42) We have appropriately disclosed the District's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 43) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 44) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

**Signed:** \_\_\_\_\_

**Robert B. Fougner, Director and President  
Vista Fire Protection District**

**Vista Fire Protection District  
Schedule of Adjusting Journal Entries  
June 30, 2020**

Account	Description	Debit	Credit
<b>Adjusting Journal Entries JE # 1</b>			
AJE - To record the LAIF Fair Market Value adjustment as of June 30, 2020.			
109	Investment - LAIF	\$ 4,384.62	
868	Gain/Loss on Valuation Change		4,384.62
<b>Total</b>		<u><u>4,384.62</u></u>	<u><u>4,384.62</u></u>
<b>Adjusting Journal Entries JE # 2</b>			
AJE - To correct valuation change amount per Zions Institutional Liquidity Management report as of June 30, 2020.			
113	California Bank & Trust Wealth	72,932.99	
868	Gain/Loss on Valuation Change		72,932.99
<b>Total</b>		<u><u>72,932.99</u></u>	<u><u>72,932.99</u></u>
<b>Adjusting Journal Entries JE # 3</b>			
AJE - To record depreciation expense in FY20 and correct FY19 depreciation expense in the current year.			
640	Depreciation	1,074.00	
640	Depreciation	29,553.00	
151	Accumulated Depreciation		30,627.00
<b>Total</b>		<u><u>\$ 30,627.00</u></u>	<u><u>30,627.00</u></u>
	<b>Total Adjusting Journal Entries</b>	<u><u>\$ 107,944.61</u></u>	<u><u>107,944.61</u></u>

**Legend:**

AJE	Audit Adjusting Journal Entry
-----	-------------------------------

VISTA FIRE PROTECTION DISTRICT (VFPD)  
 FIRE MITIGATION FEES (FMIT)  
 SUMMARY COLLECTIONS FYE 6/13 THROUGH QTR 3/21

	TOTAL FMIT <u>COLLECTED</u>	FMIT PAID TO <u>CITY (90%)</u>	FMIT VFPD <u>10%</u>
<u>FISCAL YEAR END</u>			
6/13	\$24,766.88	\$22,290.20	\$2,476.68
6/14	35,524.30	31,971.87	3,552.43
6/15	21,534.60	19,381.14	2,153.46
6/16	25,181.40	22,663.26	2,518.14
6/17	152,930.18	137,637.16	15,293.02
6/18	46,765.28	42,088.75	4,676.53
6/19	67,706.94	60,936.26	6,770.68
6/20	86,898.28	78,208.46	8,689.82
ADJ . For Refund	-2,641.90	-2,377.71 **	-264.19
<u>QUARTER END</u>			
9/20	20,737.90	18,664.11	2,073.79
12/20	6,451.34	5,806.21	645.13
3/21	8,671.58	7,804.43 **	867.15
<u>TOTALS YTD</u>	<u>\$412,701.00</u> TOTAL	<u>\$371,430.93</u> CITY	(1) <u>\$41,270.07</u> DISTRICT

\*\*Adjustment made at Qtr End 3/21

(1) Indicates District Balance of FMIT Fee Account

# AGENDA REPORT

Department: Fire

Item No: \_\_\_\_\_

Prepared by: Ned Vander Pol, Fire Chief

Meeting Date: June 9, 2021

Approved by: \_\_\_\_\_

Agenda Location: \_\_\_\_\_

---

## SUBJECT: FUEL MODIFICIATION PLAN AGREEMENT

**RECOMMENDATION:** Approve staff recommendation to enter into agreement with Anchor Point.

**PRIOR ACTION:** The Vista Fire Protection District (VFPD) includes approximately 19 square miles of land. Thousands of residents call this area home and many live with the threat of wildfire. In 2002 the VFPD had Hunt Research Corporation of Solvang, CA, develop a conceptual community vegetation management plan. This purpose of this plan was to provide conceptual guidance to reduce the vegetation fire threat and the effects of wildland fires within the district boundaries. The plan was intended to provide vegetation management.

In 2005 the District had Anchor Point develop a Community Wildfire Protection Plan (CWPP). The purpose of the CWPP was to provide a comprehensive, scientifically based assessment of the wildfire risks, the likelihood of the occurrence of a wildfire event and provision of solutions and mitigation recommendations based upon analysis.

In 2006 the District provided funding, support and distribution of the Greater Vista Fire Safe Council documentation and publicly available material.

### STATEMENT ON THE SUBJECT:

Anchor Point and Dudek were contacted and asked to submit proposals intended to provide a fact-based assessment of the wildfire risk and a series of recommendations intended to reduce the risk of wildfire.

Dudek presented to the board of directors in March 2021. Anchor Point presented to the board of directors in April 2021. The fuel modification plan subcommittee agreed that Anchor Point presented a plan more in line with the wishes of the board and Anchor Point is able to access their previous experience with the VFPD as a benefit.

The Dudek proposal was \$62,913. The Anchor Point proposal (included) is \$49,800. Staff does not recommend using the interface response plan update or the web map interface.

Anchor Point will provide a product with an emphasis on past accomplishments, life safety and evacuation, plan for future actions and identification of fuel or other modification projects. The plan will be completed within 7 months of project start date.

**FISCAL IMPACT:** The total cost is \$49,800.

### EXHIBITS:

1. CWPP Update dd. May 2021

# COMMUNITY WILDFIRE PROTECTION PLAN UPDATE

May 2021



**Prepared for:**  
Vista Fire Protection District

**By:**  
Anchor Point Group, LLC  
2131 Upalnd Ave.  
Boulder, CO 80304  
303-665-3473

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### **CWPP UPDATE**

The Anchor Point approach is based on applying a proven, well-defined, scientifically-based



methodology that employs hazard and risk assessment, on-the-ground inventory, and geospatial analysis. This multi-tiered approach enables us to gain access to critical information and allows us to prepare appropriate recommendations and updated information for mitigation solutions. We developed this methodology specifically to meet the needs of Wildland-Urban Interface (WUI) areas and their fire planning needs. The effectiveness of our approach has been proven in numerous communities, resorts, fire departments, and counties during nearly a decade of use. We integrate GIS techniques with established fire science and practical field methodology. Anchor Point's methodology produces accurate, quantifiable, and repeatable data that are a crucial precursor to comprehensive mitigation planning. The key tasks that make up our approach are as follows:

Study area: Vista Fire Protection District –WUI contracted area. It is assumed this matches the study area for the original CWPP and Interface Response Plans.

- 1. Updating Fuels and Fire Behavior**
- 2. Community Fire Hazard Assessments Update**
  - Community Hazard
  - Ratings Assessment of Risk
  - Evaluation and recognition of completed projects
- 3. Prioritized actions / road map for the future**
  - Identification of approximately 10 projects
- 4. Outreach and Coordination**

## Mapping Fuels and Hazards

The foundation of an accurate hazard and risk assessment is the combination of wildfire fuels, values at risk, and the probability of a wildfire occurrence. Accurate fuels data was established for the original CWPP. We will utilize this fuels data and modify / enhance if needed to reflect current conditions.

Accurate Fuel Modeling is essential because it is the baseline data for all fire behavior modeling and fuels reduction recommendations. Additionally, accurate fuels modeling will provide a baseline for vegetative growth predictions and the resulting change in fuel model over time. Fuel Modeling will upgrade from the 13 standard models utilized for the original CWPP to Scott and Burgan 40 Fuel Models.

## Community Fire Hazard Assessments

While landscape fuels, Values at Risk, and the probability of a wildfire give an important strategic view of the general area, there is no substitute for on-the-ground observation of actual wildfire hazard conditions in and around the study area. The purpose of the community assessments is to identify changes, evaluate new property and identify completed projects since the original CWPP. This work effort will be done during field visits with highly qualified wildland fire fighters who have been trained in community hazard assessment methodology. Our assessment will include noting topographic features that affect the rate and direction of fire spread, geographic slope and aspect, general type of roofing, quality of access, density of structures in the community, and adjacent ownership.

The assessment methodology employs the Wildfire Hazard Rating (WHR) system, which was

developed specifically to evaluate communities in WUI areas. This system has been used to rate over 1,600 communities throughout the Western U.S. It is based on a nationally recognized system developed with the National Wildfire Coordinating Group. Anchor Point staff members were key players on the NWCG team that developed this national model.

### **Community Hazard Ratings**

The evaluation of fuels, changes in fuels and vegetation as well as Values at Risk, and the probability of a wildfire, combined with the Community Fire Hazard Assessments, will be used to create an updated —Community Hazard Rating if warranted. This data will be utilized to ascertain any changes in the original community ratings as well as to establish new ratings for the new study area. Additional information is then used in a series of analytical and geospatial evaluations to refine the hazard and risk for each area. This analysis provides a more quantitative and objective balance than the on-the-ground assessment work. Community Hazard Ratings are a key component of the assessment that help to define areas for mitigation planning.

### **Assessment of Risk**

The current risk of a wildfire occurrence is best determined by looking at the pattern of wildfire occurrence in the past. This guides mitigation recommendations. The frequency and size of past fires are evaluated to determine wildfire potential. Along with established federal fire occurrence data, input from the Fire Department will be needed to provide local (non- federal) information.

### **Fire Behavior Modeling**

Fire behavior modeling plays an important role in the CWPP. Determining potential wildfire behavior, now and for the future, focuses mitigation recommendations. Model inputs such as fuels, elevation, aspect, slope, and local weather data are used to derive key fire behavior outputs, including Rate of Spread, Flame Length, and Crown Fire Potential. These results are derived using established USFS fire behavior models and programs, such as BEHAVE and FlamMap. Fire behavior will be run for new areas and updates will be applied to the existing CWPP area if needed.

**The intent of the CWPP update will be to capture the progress of the district from the original CWPP to current. The written portion of the CWPP update will intentionally be kept to a minimum, providing essentially an executive summary with community level updates.** Much of the focus of the update will be on providing a robust wildfire risk assessment that captures individual community attributes and to identify mitigation projects.

## **Fuel Modification / Mitigation Projects**

A key outcome of the risk assessment will be the identification and or validation of at least ten projects. These projects may have been identified in the original CWPP and will be validated against the new risk assessment. Projects will be prioritized by cost and other elements determined by the Stakeholder Group. Projects will be geographically represented on maps and have a narrative to describe the projects. The project descriptions and graphics would provide for grant acquisition and or to prioritize projects, but final NEPA , CEQA analysis, resulting constraints, final layout, design and forestry prescriptions are not covered under this project.

## **Public Outreach and Coordination**

Anchor Point will ensure seamless project coordination and outreach through the following tasks:

- Establishment of BaseCamp project management web site
  - This web site will be specific to the project and contain tasks and milestones that can be tracked to evaluate project progress and deliverables. Access to the site can be given to staff and stakeholders at the discretion of the client.
- Coordinate cooperation with the stakeholders.
  - Anchor Point will update the Stakeholders consistently on the project's status and stakeholder involvement through BaseCamp. AP will also maintain a contact list of stakeholders and interested parties as well as serve as the primary contact.

## Time Frame

Anchor Point proposes the following schedule (Table 2) to stay on task and to meet a reasonable project deadline.

**Table 2. Estimated schedule of performance by month based on anticipated services.**

<b>MONTH 2020</b>	<b>TASK</b>
<b>Month 1-2</b>	<i>Acceptance of contract</i>
Upon Contract Initiation	ANCHOR POINT in house pre-work meetings
	GIS data acquisition/review
	Requested materials lists to stakeholders
	Review of previous CWPP and documents
	Aerial interpretation for fuel-type mapping
	Community hazard data field work
	Ground-truthing and data collection
	Historic Fire Incident and WUI risk layer maps
<b>Month 2-4</b>	CWPP Update Outline
	Interim Draft CWPP
	Finalize community hazard ratings, generate community
	Fire behavior potential model
	Project identification and validation
<b>Month 5</b>	Draft version of CWPP
<b>Month 6/7</b>	Final review of CWPP draft delivered
	Final Deliverables

## Final Deliverables

- BaseCamp Web site dedicated to the project to facilitate stakeholder and project coordination.
- HFRA / CalFire Compliant CWPP Update for the Vista Fire Protection District with emphasis on:
  - Recognition of past accomplishments
  - Life safety and evacuation.
  - Providing a road map for future actions
  - Identification of fuel and other mitigation projects
- (1) One draft hard copy document (if desired) for review and on-line access to draft report for final review.
- (4) Four Final hard copy reports\*
  - (1) One Final digital report
    - Update document will be an appendix chapter for the existing CWPP
  - ***Final report deliverable will be in the form of an appendix chapter for inclusion to the existing CWPP which will not be updated or modified. We have found that a standalone CWPP update is more manageable and can more easily demonstrate changes and accomplishments.***

**FEE**

<b>Wildland Fire Planning Services</b>	<b>Subtotal</b>
<b>CWPP Update –</b> <ul style="list-style-type: none"><li>• Fire Behavior</li><li>• Focus on accomplishments / next steps</li><li>• Written document with executive summary</li></ul>	\$49,800

2021 SPECIAL DISTRICTS ELECTION  
BALLOT and VOTE CERTIFICATION  
FOR ALTERNATE LAFCO SPECIAL DISTRICT MEMBER

**VOTE FOR ONLY ONE**

**Rocky J. Chavez** [ ]  
(Tri-City Healthcare District)

**Heather Conklin** [ ]  
(Mission Resource Conservation District)

**David A. Drake** [ ]  
(Rincon del Diablo Municipal Water District)

**Jeff Egkan** [ ]  
(North County Fire Protection District)

**C. Hayden Hamilton** [ ]  
(Rainbow Municipal Water District)

**Regina W. Roberts** [ ]  
(Valley Center Fire Protection District)

**Write-Ins**

\_\_\_\_\_ [ ]

\_\_\_\_\_ [ ]

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that I cast the votes of the \_\_\_\_\_  
(Name of Independent Special District)  
at the 2021 Special Districts Selection Committee Election.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Title)

*Please note: The order in which the candidates' names are listed was determined by random selection.*

The Ballot and Vote Certification form can be submitted electronically to: [tamaron.luckett@sdcountry.ca.gov](mailto:tamaron.luckett@sdcountry.ca.gov)



**San Diego County**  
**Local Agency Formation Commission**  
 Regional Service Planning | Subdivision of the State of California

**BALLOT FORM**

May 5, 2021

TO: Independent Special Districts in San Diego County

FROM: Tameron Lockett, Commission Clerk

SUBJECT: **Ballot Form | Election to Alternate Special District Member on LAFCO Commission**

On February 22, 2021, the San Diego Local Agency Formation Commission (LAFCO) solicited nominations pursuant to Government Code Section 56332(c)(1) to fill a vacant and unexpired term as an alternate special district member on the LAFCO Commission. A total of six nominations were received following a 60-day filing period. The term expires on May 1, 2023.

San Diego LAFCO is now issuing ballots to all 57 independent special districts in San Diego County and inviting each district to cast a ballot. Write-in candidates are permitted, and spaces have been provided for that purpose. **Only cast one vote for each nominee on the ballot and vote certification form; a ballot that is cast for more than indicated number of positions the vote will be disregarded.** The ballot and vote certification form along with nominee resumes provided by the candidates are attached.

State Law specifies a district's vote is to be cast by its presiding officer, or an alternate member designated by the board and a valid signature is required on the ballot. **A ballot received without a signature will be voided.** A minimum of 29 ballots must be received to certify that a legal election was conducted. A candidate for a special districts advisory committee member must receive at least a majority of the votes cast to be elected. The ballots will be kept on file in this office and will be made available upon request.

Ballots may be submitted by mail, courier, hand delivered, FAX or via email to [tameron.lockett@sdcounty.ca.gov](mailto:tameron.lockett@sdcounty.ca.gov). The deadline for receipts of the ballots by LAFCO is **Friday, July 2, 2021**, any ballots received after the deadline will be voided. All election materials are available on the website: [www.sdlafco.org](http://www.sdlafco.org). Should you have any questions, please contact me at (858) 614-7755.

Tameron Lockett  
 Commission Clerk

Attachments:

- 1) Ballot and Vote Certification form
- 2) Nominee Resumes

**Administration**  
 Keene Simonds, Executive Officer  
 County Operations Center  
 9335 Hazard Way, Suite 200  
 San Diego, California 92123  
 T 858.614.7755 F 858.614.7766  
[www.sdlafco.org](http://www.sdlafco.org)

Vice Chair Jim Desmond  
 County of San Diego  
 Nora Vargas  
 County of San Diego  
 Joel Anderson, Alt.  
 County of San Diego

Mary Casillas Salas  
 City of Chula Vista  
 Bill Wells  
 City of El Cajon  
 Paul McNamara, Alt.  
 City of Escondido

Chris Cate  
 City of San Diego  
 Marni von Wilpert, Alt.  
 City of San Diego

Jo MacKenzie  
 Vista Irrigation  
 Barry Willis  
 Alpine Fire Protection  
 Vacant, Alt.  
 Special District  
 Chair Andy Vanderfaan  
 General Public  
 Harry Mathis, Alt.  
 General Public



Paso Alto



Hardell Lane



Par Valley

