

VISTA FIRE PROTECTION DISTRICT

Board of Directors

AGENDA

Meeting Location

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



Regular Meeting

Wednesday, November 9, 2022
5:00 P.M.

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk 619-990-1005. Notification 48 hours prior to the meeting will enable the District 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 possible 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 or by contacting the Clerk of the Board at vfpd.manager@gmail.com

REGULAR AGENDA

1. ROLL CALL AND PLEDGE OF ALLEGIANCE
2. APPROVAL OF MEETING AGENDA
3. OPEN DISCUSSION WITH THE BOARD (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.
4. APPROVAL OF THE MINUTES
The Board will review for approval the draft minutes of the District's special meeting held on October 12, 2022.
ACTION REQUESTED: Approve
5. FIRE DEPARTMENT REPORTS – Information
 - a. District Fire Inspector's: Fire Inspector Jeremy Nichols
 - b. Fire Marshal Report: Deputy Chief Craig Usher
 - i) District Update
 - ii) Community Wildfire Protection Plan – Update
 - iii) Annual Hydrant Report
 - c. Fire Chief Update: Interim Chief
 - i) Fire Department Performance
 - (1) September, 2022
 - ii) Agency Update
 - (1) City Management
 - (2) Interim Fire Chief
 - (3) Fire Chief Recruitment
 - (4) Reconstruction of Fire Station 3
 - (5) Operations

6. OFFICERS' REPORTS

- a. Accounts Payable. The Administrative Manager will present for approval the District's Accounts Payable for the month of October, supported by the Treasurer's certification of the availability of funds.
ACTION REQUESTED: Approve
- b. Investment Reports.
 - i) Investment Portfolio Summary as of October 31, 2022.
ACTION REQUESTED: Information
- c. Administrative Manager's Report. The District's Administrative Manager will give an update on the status of District operations:
 - i) Accounting & Finance Responsibility Transition
 - ii) Redistricting
 - iii) 8th Supplemental Agreement
 - iv) Schedule of Fees Ordinance
 - v) November 8 Election ResultsACTION REQUESTED: Information and/or direction
- d. Legal Affairs. District Counsel will report on the status of any pending matters.
ACTION REQUESTED: Information and/or direction

7. AD HOC COMMITTEE REPORTS

- a. District Website
The website ad hoc committee will provide an update.
ACTION REQUESTED: Information and/or direction
- b. Emergency Access Roads
Director Ploetz will provide an update on the status of the District's Emergency Access Road
ACTION REQUESTED: Information
- c. Response Times
Director Miller will lead a discussion as the best method to monitor the district's response times.
ACTION REQUESTED: Information, direction and/or authorize expenses for additional reporting

8. CONTINUING BUSINESS

- a. Contract Renewal – Landscaping Contract
To discuss and/or approve the Agreement Between the Vista Fire Protection District and Aztec Landscaping, Inc. for Emergency Access Road Maintenance, Weed Abatement, and As Needed Services. [Staff Report 2022-16 provided](#)
ACTION REQUESTED: Approve

9. NEW BUSINESS

- a. Independent Auditor's Report FY 2021/2022 (Time Certain: 5:30 pm)
The independent auditor Jonathon Abadesco, Fedak & Brown, LLP will make a presentation on the financial status of the Fire District for FY22 and present any findings resulting from the year-end audit to the Board of Directors.
ACTION REQUESTED: Accept

b. Office Space – SmartSpace Sublease

To discuss and/or ratify the lease between SmartSpace and Karlena Rannals, DBA Vista Fire Protection District effective November 1, 2022. [Staff Report 2022-17 provided](#)
ACTION REQUESTED: Ratify lease

c. Budget Authorization

To discuss and/or approve the payment of monthly space rent and purchase of necessary office equipment. [Staff Report 2022-18 provided](#)
ACTION REQUESTED: Approve

10. CLOSED SESSION

a. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8

- i) Conference with negotiators for the following real property
2319 Panoramic, Lot 1, Vista
Negotiating Parties: Jim Elliott, Director; Read Miller, Director
Under Negotiation: Both Price and Terms of Payment

11. DIRECTORS' ANNOUNCEMENTS & WRITTEN COMMUNICATIONS

Directors are invited to make announcements and share written communications.

12. MOTION FOR ADJOURNMENT