

**VISTA FIRE PROTECTION DISTRICT**

**Board of Directors**

**AGENDA**

**Meeting Location (Change)**

City of Vista – Gallery Conference Room  
200 Civic Center Drive  
Vista, CA 92084



**Regular Meeting**  
**Wednesday, July 12, 2023**  
**10:00 A.M.**

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk 760-688-7588. Notification 48 hours prior to the meeting will enable the District 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](http://www.vistafireprotectiondistrict.org) or by contacting the Clerk of the Board at [krannals@vistafpd.org](mailto:krannals@vistafpd.org)

**BUSINESS SESSION – REGULAR AGENDA**

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. INTRODUCTION
  - a. Ed Kramer, Emergency Manager, City of Vista
4. SPECIAL PRESENTATIONS
  - a. San Diego Local Agency Formation Commission, Commissioner Baron Willis will provide an update on the Status of the Vista Municipal Service Review and the status of the Mar Vista Annexation.
  - b. FireStats – Mr. Paul Rottenberg will present the results of the Annual Report of Vista Fire Department Performance and District Demand
5. MOTION WAIVING READING IN FULL OF ALL RESOLUTIONS/ORDINANCES
6. 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.

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

7. CONSENT CALENDAR

a. Board of Directors Minutes

i) **Approve** the Board of Directors minutes of June 21, 2023

b. Payroll Register

**Approve** Payroll paid on July 7, 2023

\$5,288.75

**Approve** Payroll Taxes paid on July 7, 2023

\$404.59

\$5,693.34

c. Accounts Payable

**Approve** Accounts Payable Check 4077 thru 4083 to be paid July 12, 2023

\$8,199.98

Auto withdrawal(s) paid on June 6 – July 6, 2023

\$802.95

\$9,002.93

d. Receive and File - Information

i) Fire Department Reports

(1) *District Fire Inspector*

(2) *Fire Marshal*

(3) *Fire Chief*

(4) *Fire Department Performance Report – Unavailable*

ii) Administrative Manager's Report

iii) Correspondence

(1) None

8. ORAL REPORT(s)

a. Fire Chief

b. Deputy Chief - Administration

c. Administrative Manager

d. Legal

e. Fire Safe Council of Vista - Update

f. Board of Directors

9. CONTINUING BUSINESS

a. Community Wildfire Protection Plan (CWPP) – Update

To provide an update on the rewrite of the CWPP for adoption by the Fire Safe Council of San Diego County.

ACTION REQUESTED: **Information**

b. Professional Services Agreement - Consultant for Community Wildfire Protection Plan Update

To discuss and/or approve the distribution and final payment of \$24,800 to Anchor Point Group, LLC for the preparation and delivery of the Community Wildfire Protection Plan Update.

ACTION REQUESTED: **Approve and/or provide direction to staff**

10. PUBLIC HEARING(S)

a. Vista Fire Protection District Declaring its Intent for Collection of Delinquent Weed Abatement Costs

A hearing to declare its intent to consider the imposition of liens on the property owners for weed abatement purpose and to place such liens on the 2023 property tax roll. Affected APN's 181-162-14-00; 184-102-44-00; 184-081-30-00.

ACTION REQUESTED: **A call for public comment (oral or written)**

11. NEW BUSINESS

a. Resolution No. 2023-07

To discuss and/or adopt Resolution No. 2023-07 *entitled* 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 2022/23, and Ordering the Assessment of Unpaid Charges.

ACTION REQUESTED: **Adopt**

12. DIRECTORS' ANNOUNCEMENTS & WRITTEN COMMUNICATIONS

Directors are invited to make announcements and share written communications.

13. ADJOURNMENT

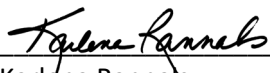


VISTA FIRE PROTECTION DISTRICT  
Board of Directors Rescheduled  
Regular Meeting Agenda  
Wednesday, June 21, 2023 10:00 am PT

CERTIFICATION OF POSTING

I certify that on July 7, 2023 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Vista Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Vista, California on July 7, 2023

  
\_\_\_\_\_  
Karlena Rannals  
Board Clerk



Vista Fire Protection District

# Annual Report of Vista Fire Department Performance and District Demand

June 2023

FireStats



# Table of Contents

- Section A **Introduction** 2
- Section B **Counts and Mean Travel Times by Population Density** 6
- Section C **Characterization of Unit Commitment Counts** 15
- Section D **Characterization of Incoming and Outgoing Unit Commitments** 24
- Section E **Mean Travel Times by Population Density** 28
- Section F **90th Percentile Travel Times by Population Density** 32
- Section G **Average Travel Times by Population Density in the City** 34
- Section H **Average Travel Times by Population Density in the District** 36
- Section I **90th Percentile Travel Times by Population Density in the City** 38
- Section J **90th Percentile Travel Times by Population Density in the District** 40
- Section K **Correlations and Trends in Response Times** 42
- Section L **Unit Utilization** 47
- Section M **Maps** 52



Section A

# Introduction



## Project Focus

The focus of this annual report is to provide:

- 1 a general view of the service demand by the Vista Fire Protection District
- 2 performance by the Vista Fire Department in the Vista Fire Protection District
- 3 performance by the Vista Fire Department in the City of Vista as a basis for comparison
- 4 some recommendations on areas to watch relative to performance and
- 5 some suggestions regarding probable causes of observed variation

## Notes on Data Validation and Methodology

Response-related data associated with the Vista Fire Department and Vista Fire Protection District was acquired for all of calendar years 2018 through 2022. The data was obtained from NorthComm Tri-Tech CAD through the Vista Fire Department. To the best of our knowledge, it includes all relevant data for this review.

Data for this review included responses in the City of Vista, the Vista Fire Protection District, as well as outgoing aid by Vista Fire resources and incoming aid from neighboring agencies.

When counting incidents as a proxy for service demand, we used a count of unique incident identifiers such as incident ID. Note that statistical and geospatial analyses were performed in this draft in different software packages by different analysts. Parameters of the two sets of analyses therefore vary. Future iterations of this report will have closer agreement in observations but will nonetheless contain measurement differences. Given the very general nature of the geospatial representations, however, no measurement differences are observable.

## Observations

Call volume for the Fire Department dipped in 2020 likely due to the impacts of Covid 19. Call volume for the Fire Department increased in



2021 and 2022 in an operationally significant amount. A disproportionate percentage of this increase was in demand for Vista resources from neighboring agencies.

Call volume for the Fire Department both in the City and District follow the same pattern described above although not in an operationally significant way.

Demand in the City and the District is comparatively stable. To the extent that it may be growing, this may be related to population growth, demographic changes i.e. aging, or other variables. None of these were examined in this report, however.

Travel times by first units in emergency mode within the District and the City seem to follow a pattern in which they were below the 60-month mean from January 2018 until the advent of Covid 19. They rose materially during the approximately seven months after the advent of Covid 19. From the beginning of 2021 they dropped but have generally risen since and likely exceed the 60-month mean even with the effect of Covid 19 having raised that mean during the seven months beginning in April 2020. This effect is most easily observed when looking at the mean travel times for first units in the urban area as these are the largest data sets in the report and therefore have the greatest fidelity.

Variation in travel times was observed in both the City and the District and is most obvious in the 60-month measures of mean and 90th percentile travel times in the urban area. Again, this is because these are the largest data sets when the data is parsed into urban, rural, suburban subsets.

Correlation analysis with linear regression was performed to examine the relationship, if any, between call volumes and travel times greater than 10 minutes.

The scatterplot indicated high probability of some relationship. This was masked, however, by the coefficient of correlation which was quite small.

The graphics suggested that there were perhaps two different distributions.

Breaking the data set into two distributions by periods of time, we observed that there was a very strong correlation between call volume the percentage of travel times greater than 10 minutes. It was a positive correlation and suggests strongly that an increase in demand is accompanied by an increase in the percentage of incidents greater than 10 minutes at least in the early part of the five years examined. In the latter part of the five years examined, however, the correlation disappeared. Not trying to conclusions about this and believe that there is additional investigation but that satisfying answer cannot be arrived at.

## **Recommendations**

Based on the observations enumerated above, we recommend that the District continue to watch travel times, comparing performance in the City and the District by population density.

The District should continue the process of looking for potentially meaningful relationships between operationally significant factors such as call volume and travel time. The overall health of the agency and its capacity to perform acceptably in the City and the District may be borne out by these measures.

The District should continue its practice of identifying longest travel times. It should also be looking at short travel times, however. Many of the calls in the District are proximate to fire stations and the short travel times do not get observed with the same weight as the long ones. This is a phenomenon associated with fire department performance measurement that places disproportionate weight upon the 90th percentile rather than the entirety of the distribution of times.

Section B

# Counts and Mean Travel Times by Population Density



Objects B1–5 below identify the count of unique incidents (calls for service) in the City, the District and outside the department.

### Calls for Service by Year for the Vista Fire Department

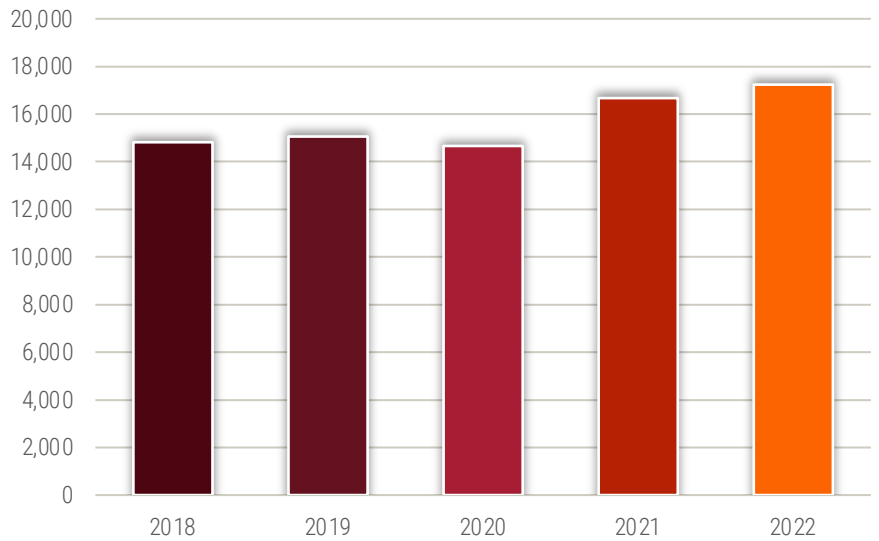
Object B1

Year	2018	2019	2020	2021	2022
Total	14,818	15,057	14,661	16,671	17,238

78,445

Total

Object B2

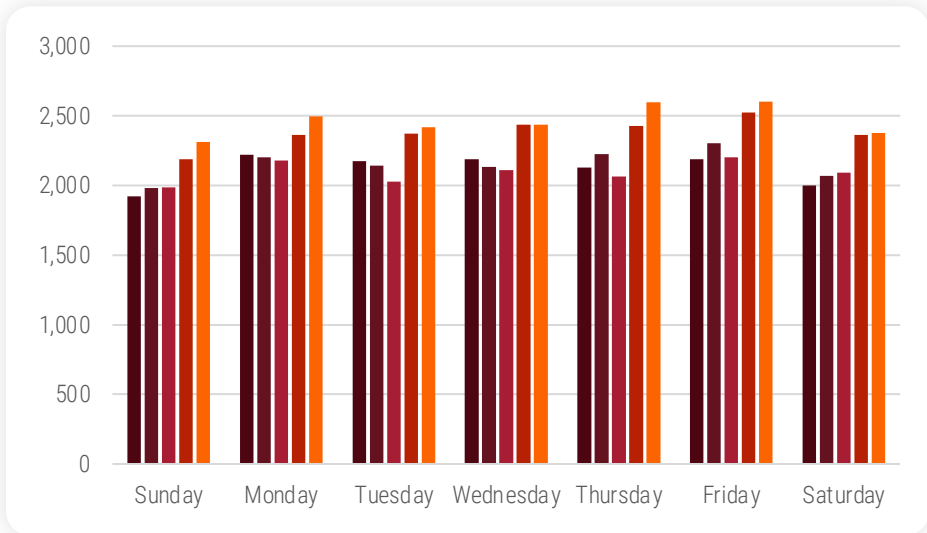


## Calls for Service by Day of Week by Year for the Vista Fire Department

Object B3

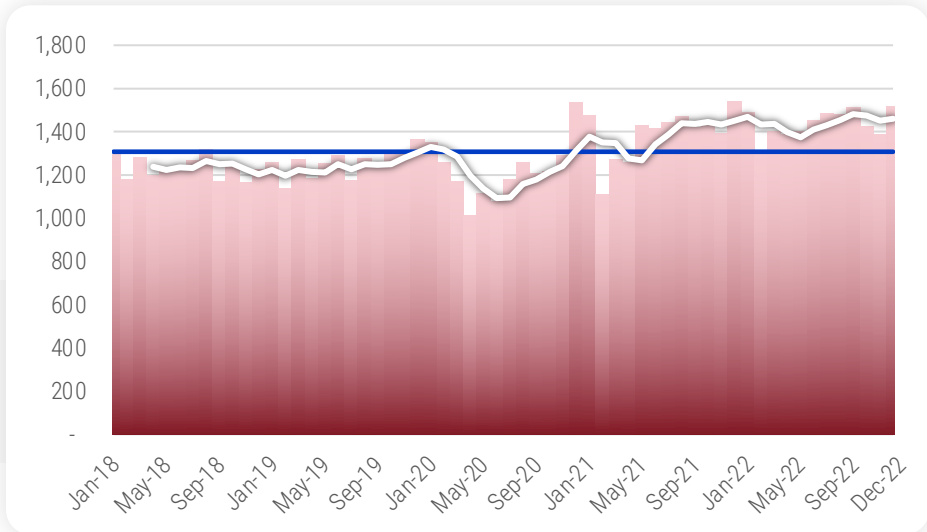
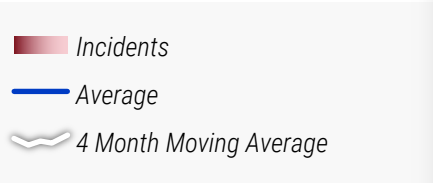
Day of Week	2018	2019	2020	2021	2022	TOTAL
Sunday	1,923	1,981	1,988	2,188	2,313	10,393
Monday	2,222	2,201	2,179	2,365	2,494	11,461
Tuesday	2,173	2,144	2,029	2,370	2,419	11,135
Wednesday	2,186	2,134	2,111	2,437	2,438	11,306
Thursday	2,129	2,225	2,062	2,428	2,596	11,440
Friday	2,186	2,305	2,200	2,522	2,602	11,815
Saturday	1,999	2,067	2,092	2,361	2,376	10,895
<b>Total</b>	<b>14,818</b>	<b>15,057</b>	<b>14,661</b>	<b>16,671</b>	<b>17,238</b>	<b>78,445</b>

Object B4



## Calls for Service by Month for the Vista Fire Department with Mean and Four-month Moving Average

Object B5



Objects B6–10 below identify the count of unique incidents (calls for service) in the City.

### Calls for Service by Year in the City

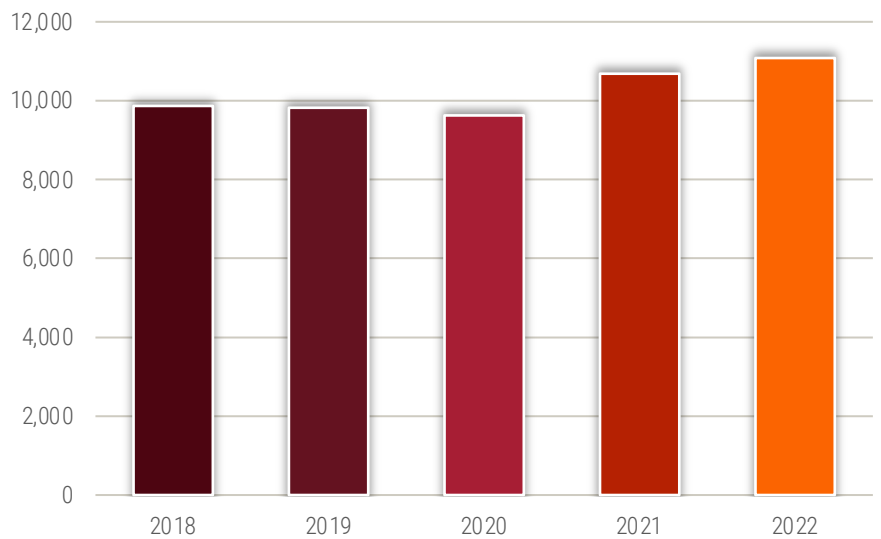
Object B6

Year	2018	2019	2020	2021	2022
Total	9,867	9,822	9,626	10,684	11,082

51,081

Total

Object B7

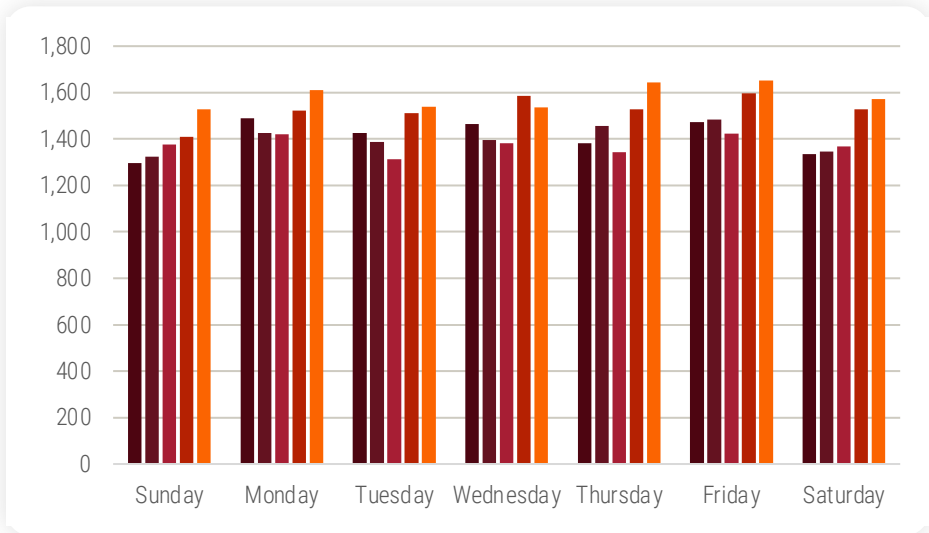


## Calls for Service by Day of Week by Year in the City

Object B8

Day of Week	2018	2019	2020	2021	2022	TOTAL
Sunday	1,297	1,325	1,375	1,410	1,527	6,934
Monday	1,489	1,426	1,420	1,523	1,611	7,469
Tuesday	1,426	1,387	1,313	1,512	1,539	7,177
Wednesday	1,464	1,396	1,382	1,585	1,536	7,363
Thursday	1,382	1,457	1,344	1,529	1,643	7,355
Friday	1,473	1,485	1,423	1,596	1,653	7,630
Saturday	1,336	1,346	1,369	1,529	1,573	7,153
<b>Total</b>	<b>9,867</b>	<b>9,822</b>	<b>9,626</b>	<b>10,684</b>	<b>11,082</b>	<b>51,081</b>

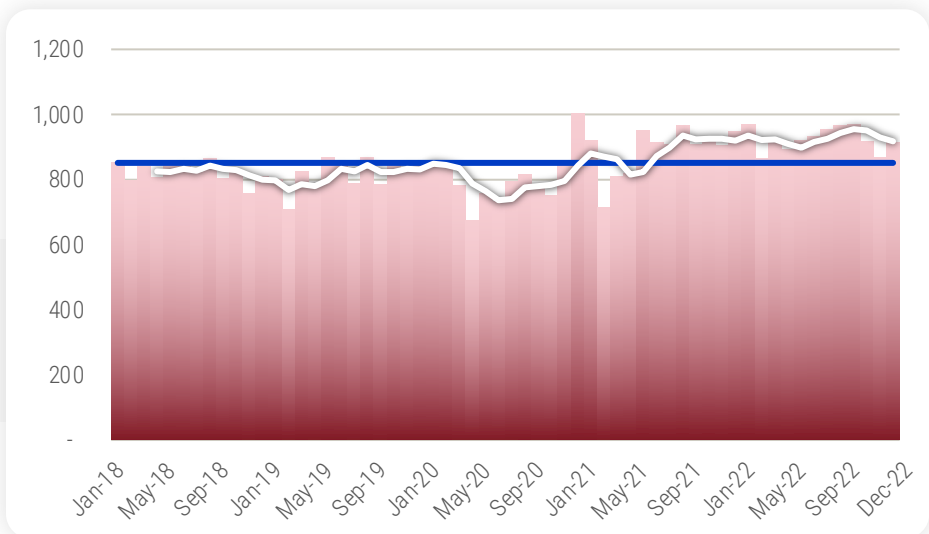
Object B9



## Calls for Service by Month in the City with Mean and Four-month Moving Average

Object B10

- Incidents
- Average
- ~ 4 Month Moving Average



Objects B11–15 below identify the count of unique incidents (calls for service) in the District.

### Calls for Service by Year in the District

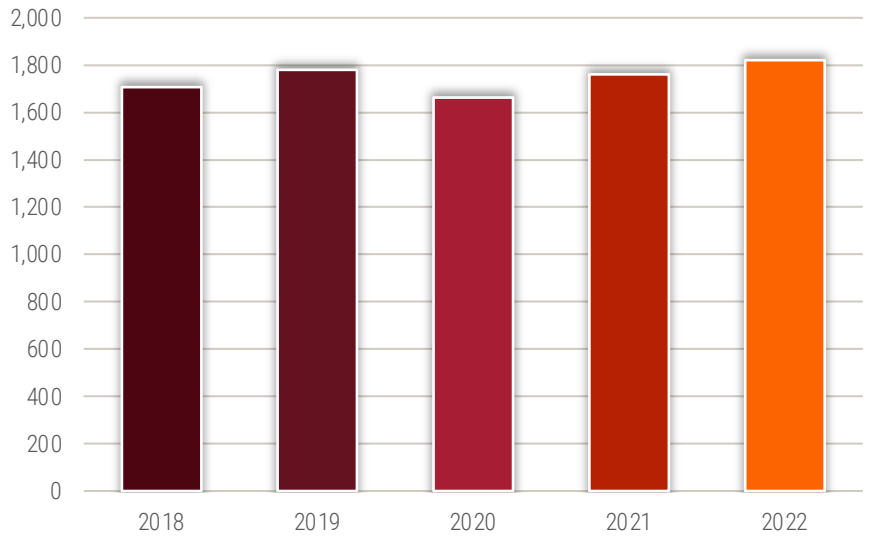
Object B11

Year	2018	2019	2020	2021	2022
Total	1,707	1,781	1,663	1,761	1,821

8,733

Total

Object B12



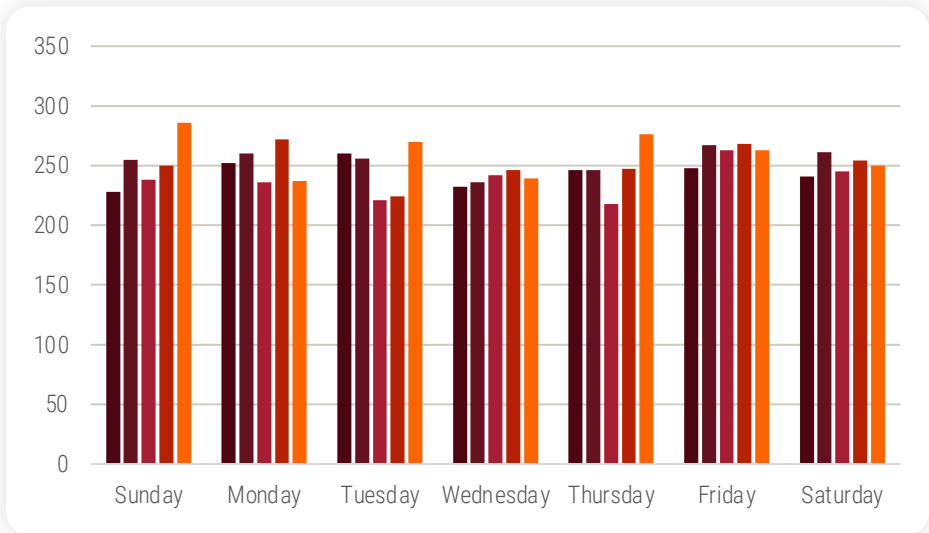


## Calls for Service by Day of Week by Year in the District

Object B13

Day of Week	2018	2019	2020	2021	2022	TOTAL
Sunday	228	255	238	250	286	1,257
Monday	252	260	236	272	237	1,257
Tuesday	260	256	221	224	270	1,231
Wednesday	232	236	242	246	239	1,195
Thursday	246	246	218	247	276	1,233
Friday	248	267	263	268	263	1,309
Saturday	241	261	245	254	250	1,251
<b>Total</b>	<b>1,707</b>	<b>1,781</b>	<b>1,663</b>	<b>1,761</b>	<b>1,821</b>	<b>8,733</b>

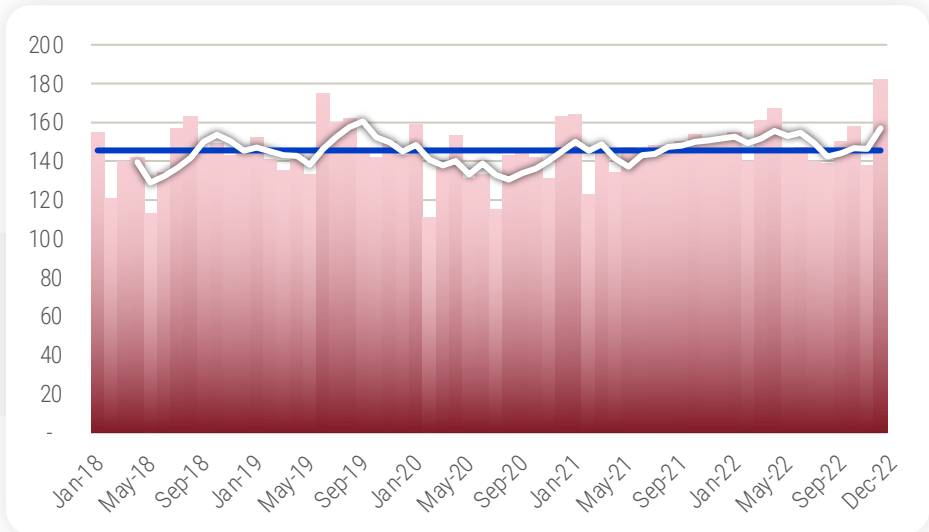
Object B14



## Calls for Service by Month in the District with Mean and Four-month Moving Average

Object B15

■ Incidents  
— Average  
~ 4 Month Moving Average



Objects B16–20 below identify the count of unique incidents (calls for service) outside the City and District.

### Calls for Service by Year outside the City and District

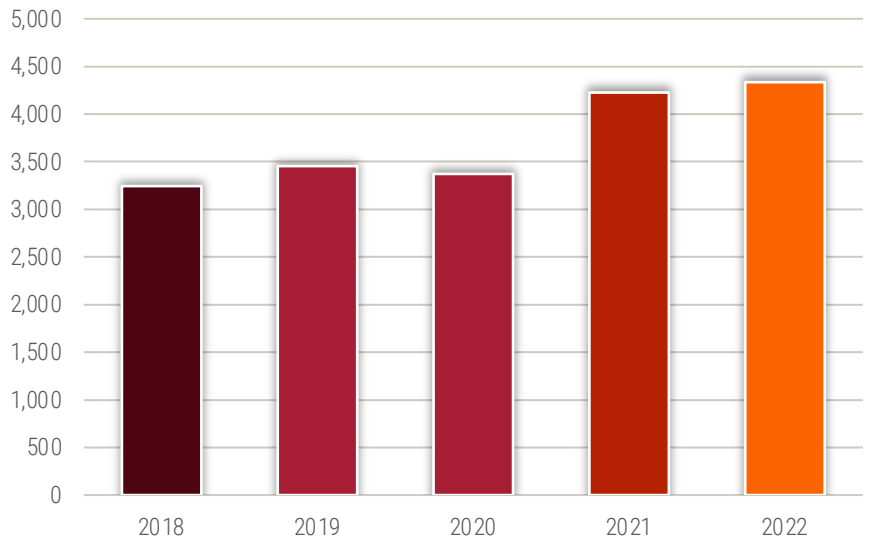
Object B16

Year	2018	2019	2020	2021	2022
Total	3,244	3,454	3,372	4,226	4,335

18,631

Total

Object B17

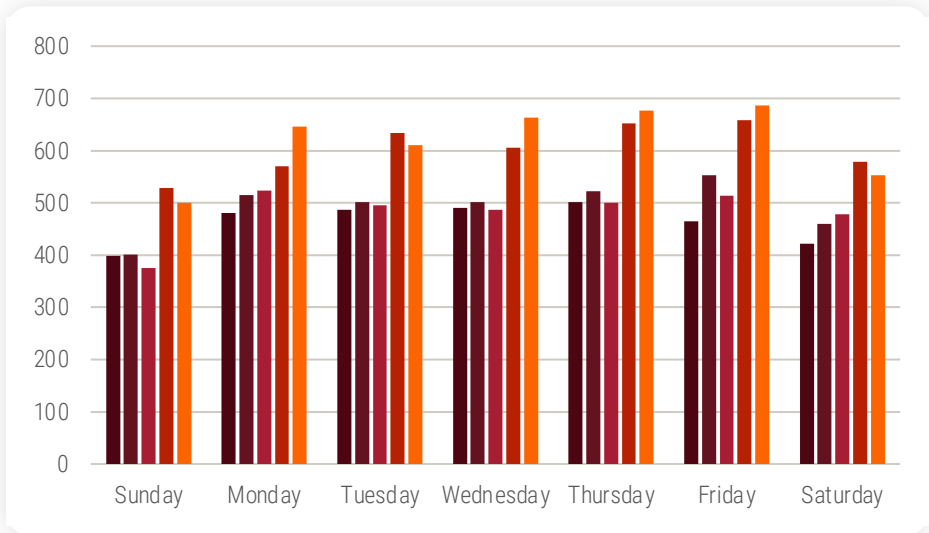


## Calls for Service by Day of Week by Year outside the City and District

Object B18

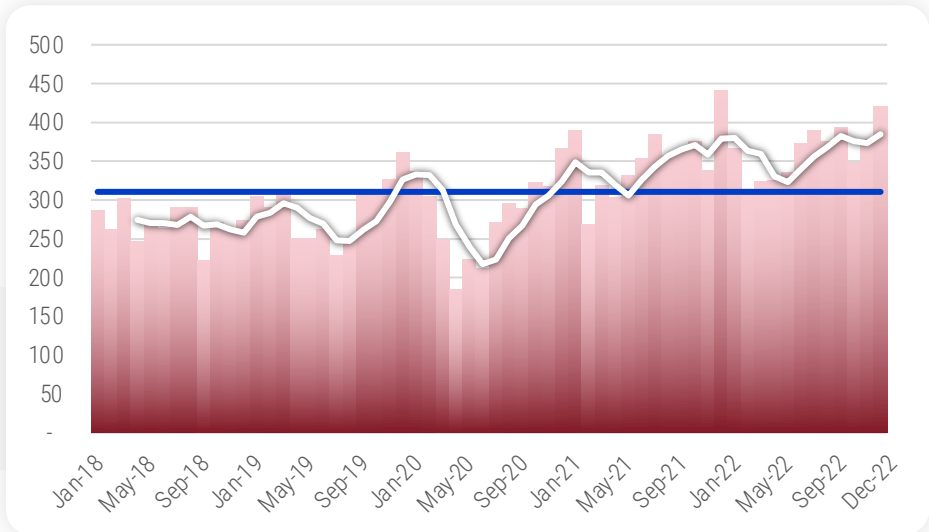
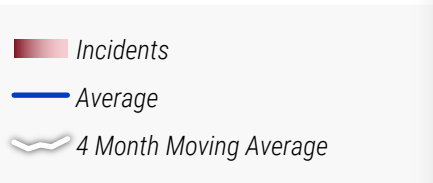
Day of Week	2018	2019	2020	2021	2022	TOTAL
Sunday	398	401	375	528	500	2,202
Monday	481	515	523	570	646	2,735
Tuesday	487	501	495	634	610	2,727
Wednesday	490	502	487	606	663	2,748
Thursday	501	522	500	652	677	2,852
Friday	465	553	514	658	686	2,876
Saturday	422	460	478	578	553	2,491
<b>Total</b>	<b>3,244</b>	<b>3,454</b>	<b>3,372</b>	<b>4,226</b>	<b>4,335</b>	<b>18,631</b>

Object B19



## Calls for Service by Month outside the City and District with Mean and Four-month Moving Average

Object B20



Section C

# Characterization of Unit Commitment Counts



Objects C1–5 below identify the count of unit commitments in the City, the District and outside the department.

### Unit Commitments by Year for the Vista Fire Department

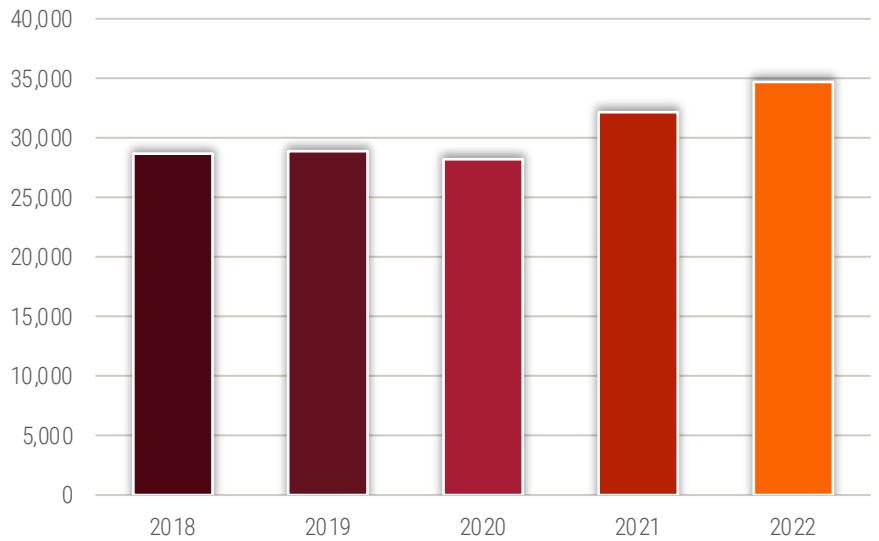
Object C1

Year	2018	2019	2020	2021	2022
Total	28,677	28,876	28,206	32,158	34,699

152,616

Total

Object C2

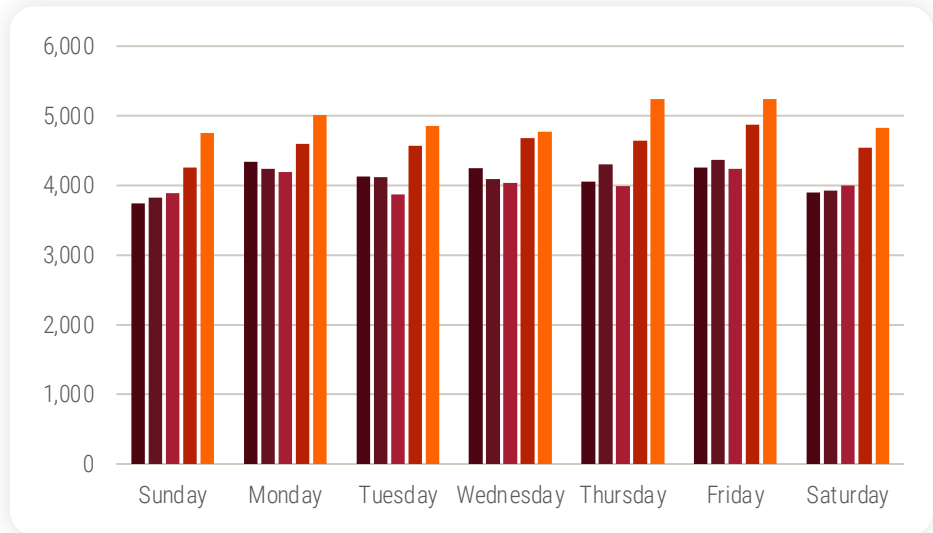


## Unit Commitments by Day of Week by Year for the Vista Fire Department

Object C3

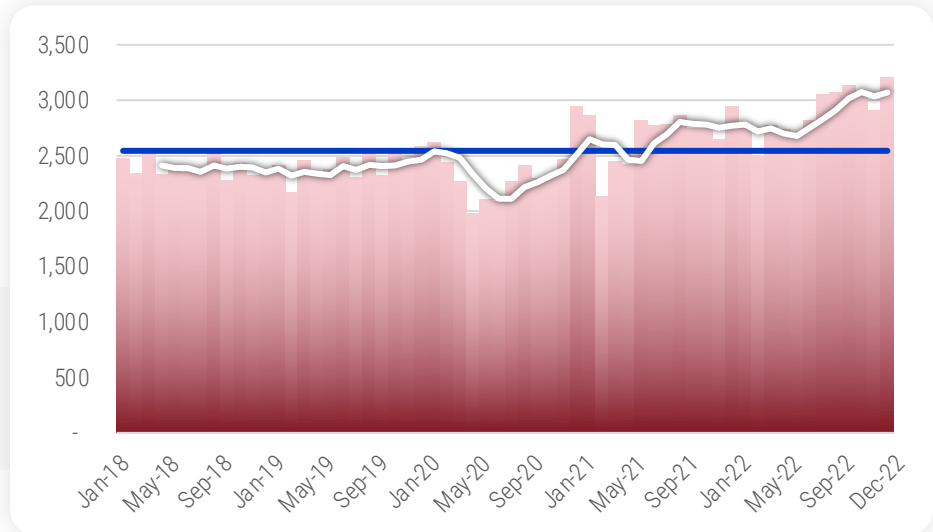
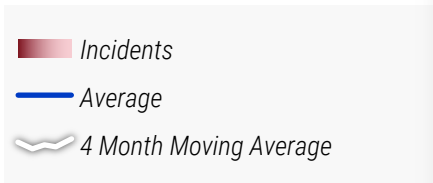
Day of Week	2018	2019	2020	2021	2022	TOTAL
Sunday	3,741	3,824	3,885	4,259	4,751	20,460
Monday	4,341	4,243	4,189	4,596	5,014	22,383
Tuesday	4,131	4,117	3,870	4,566	4,855	21,539
Wednesday	4,251	4,092	4,033	4,683	4,770	21,829
Thursday	4,057	4,306	3,988	4,640	5,243	22,234
Friday	4,255	4,370	4,242	4,870	5,236	22,973
Saturday	3,901	3,924	3,999	4,544	4,830	21,198
<b>Total</b>	<b>28,677</b>	<b>28,876</b>	<b>28,206</b>	<b>32,158</b>	<b>34,699</b>	<b>152,616</b>

Object C4



## Unit Commitments by Month for the Vista Fire Department with Mean and Four-month Moving Average

Object C5



Objects C6–10 below identify the count of Unit Commitments in the City.

### Unit Commitments by Year in the City

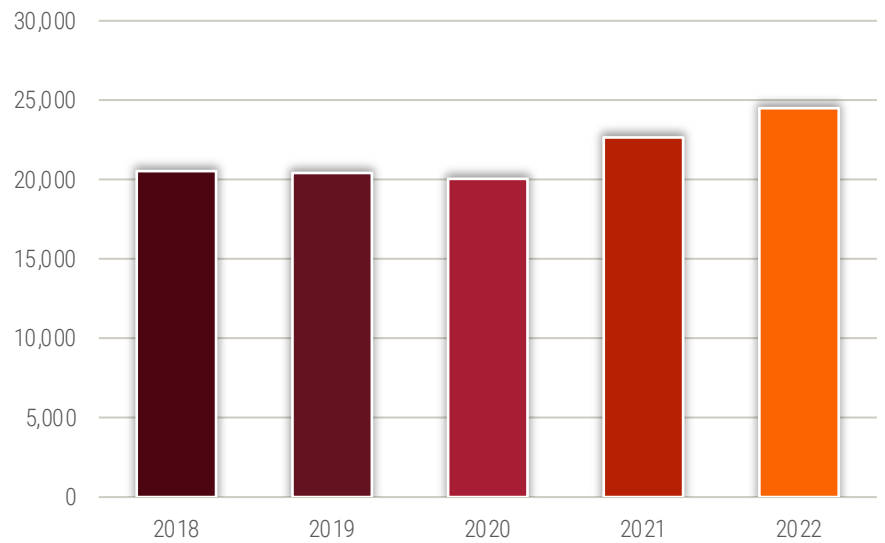
Object C6

Year	2018	2019	2020	2021	2022
Total	20,531	20,417	20,047	22,654	24,496

108,145

Total

Object C7

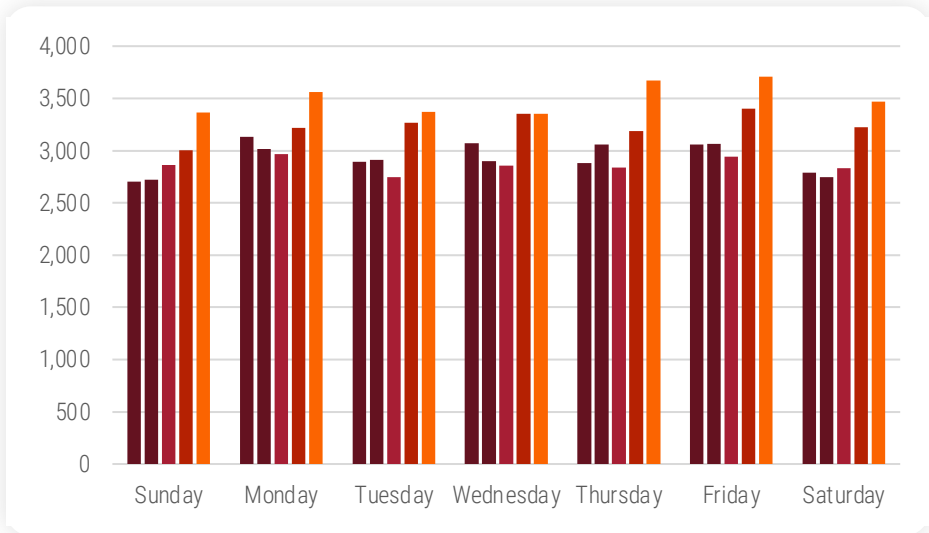


## Unit Commitments by Day of Week by Year in the City

Object C8

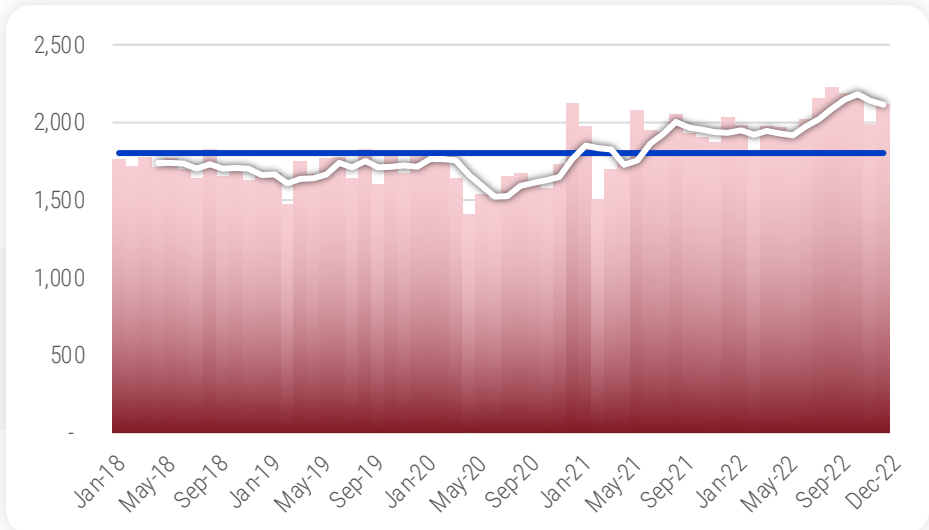
Day of Week	2018	2019	2020	2021	2022	TOTAL
Sunday	2,705	2,722	2,865	3,006	3,365	14,663
Monday	3,132	3,013	2,969	3,218	3,559	15,891
Tuesday	2,895	2,911	2,743	3,264	3,372	15,185
Wednesday	3,072	2,900	2,856	3,350	3,350	15,528
Thursday	2,879	3,059	2,838	3,190	3,674	15,640
Friday	3,060	3,063	2,942	3,404	3,705	16,174
Saturday	2,788	2,749	2,834	3,222	3,471	15,064
<b>Total</b>	<b>20,531</b>	<b>20,417</b>	<b>20,047</b>	<b>22,654</b>	<b>24,496</b>	<b>108,145</b>

Object C9



## Unit Commitments by Month in the City with Mean and Four-month Moving Average

Object C10





Objects C11–15 below identify the count of unit commitments in the District.

### Unit Commitments by Year in the District

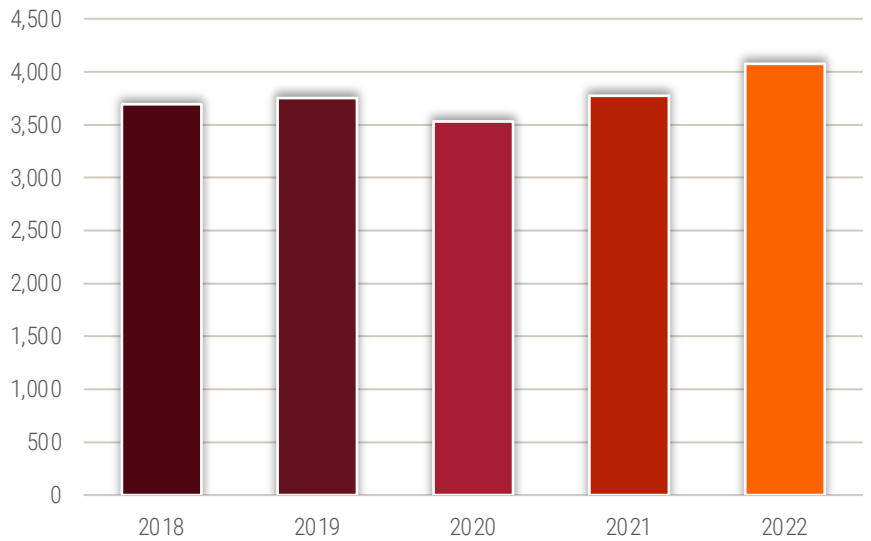
Object C11

Year	2018	2019	2020	2021	2022
Total	3,693	3,754	3,530	3,773	4,075

18,825

Total

Object C12

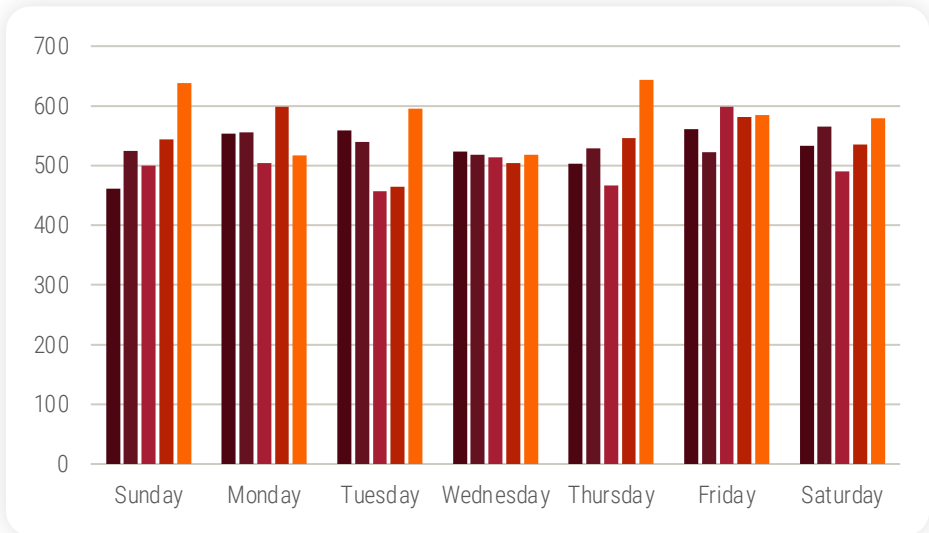


## Unit Commitments by Day of Week by Year in the District

Object C13

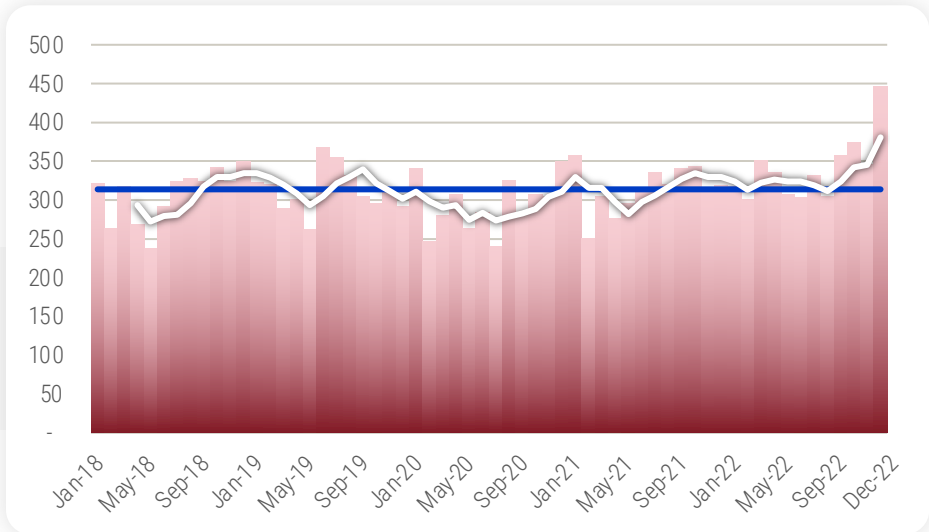
Day of Week	2018	2019	2020	2021	2022	TOTAL
Sunday	461	525	500	544	638	2,668
Monday	553	556	504	599	517	2,729
Tuesday	559	539	457	464	595	2,614
Wednesday	523	518	514	504	518	2,577
Thursday	503	529	467	546	643	2,688
Friday	561	522	598	581	585	2,847
Saturday	533	565	490	535	579	2,702
<b>Total</b>	<b>3,693</b>	<b>3,754</b>	<b>3,530</b>	<b>3,773</b>	<b>4,075</b>	<b>18,825</b>

Object C14



## Unit Commitments by Month in the District with Mean and Four-month Moving Average

Object C15



Objects C16–20 below identify the count of Unit Commitments outside the City and District.

### Unit Commitments by Year outside the City and District

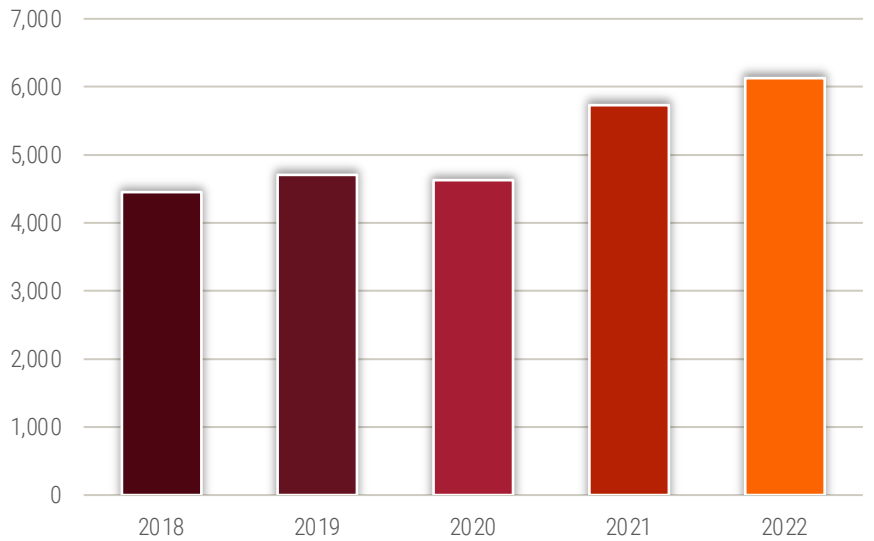
Object C16

Year	2018	2019	2020	2021	2022
Total	4,453	4,705	4,629	5,731	6,128

25,646

Total

Object C17

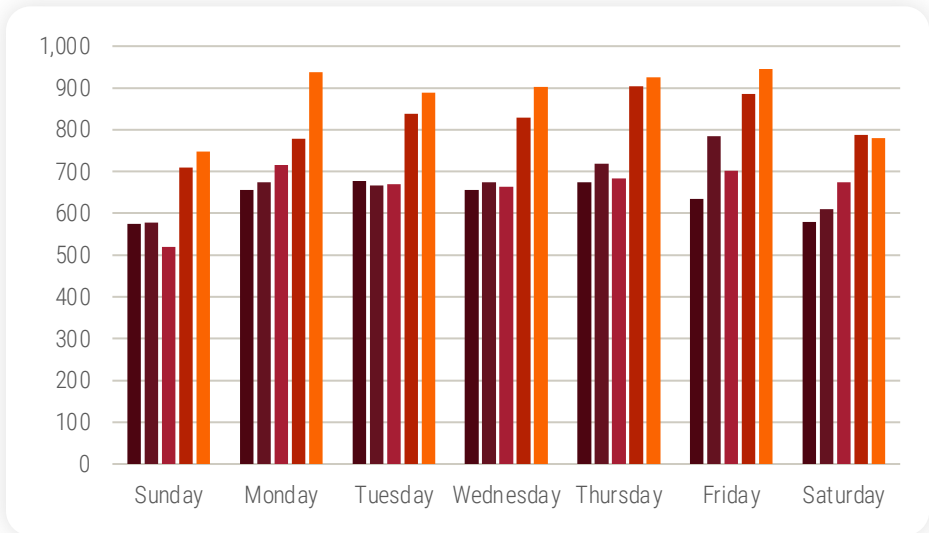


## Unit Commitments by Day of Week by Year outside the City and District

Object C18

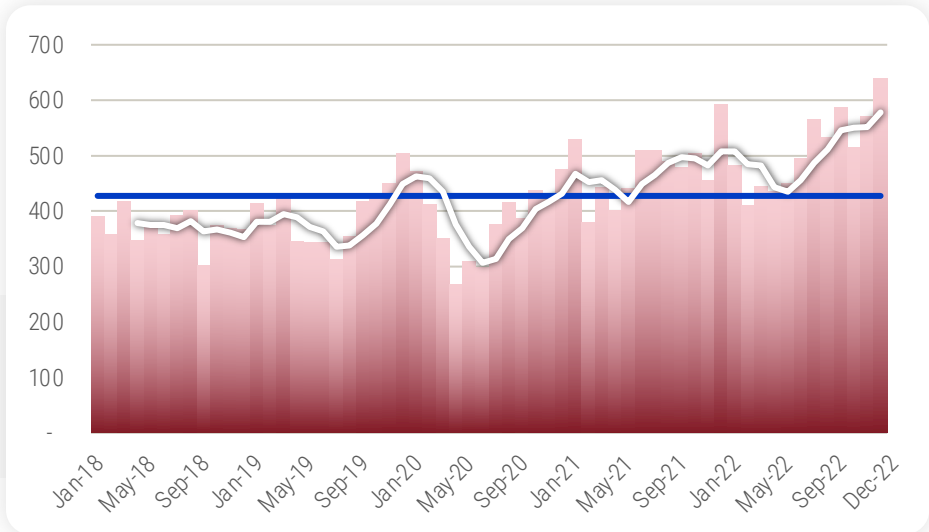
Day of Week	2018	2019	2020	2021	2022	TOTAL
Sunday	575	577	520	709	748	3,129
Monday	656	674	716	779	938	3,763
Tuesday	677	667	670	838	888	3,740
Wednesday	656	674	663	829	902	3,724
Thursday	675	718	683	904	926	3,906
Friday	634	785	702	885	946	3,952
Saturday	580	610	675	787	780	3,432
<b>Total</b>	<b>4,453</b>	<b>4,705</b>	<b>4,629</b>	<b>5,731</b>	<b>6,128</b>	<b>25,646</b>

Object C19



## Unit Commitments by Month outside the City and District with Mean and Four-month Moving Average

Object C20



Section D

# Characterization of Incoming and Outgoing Unit Commitments



Objects D1 and D2 below identify the count and mean duration of commitments by Vista resources and incoming aid resources.

### Count of Commitment by Resource Jurisdiction and Incident Jurisdiction

Object D1

Commitment Type	2018	2019	2020	2021	2022
Vista Unit Commitments	24,912	25,070	24,566	28,180	29,345
Vista Unit Commitments in Vista (C&D)	20,526	20,446	20,032	22,539	23,308
Vista Unit Commitments in Outgoing	4,386	4,624	4,534	5,641	6,037
Incoming Aid Commitments	3,439	3,486	3,179	3,478	3,331

### Count of Commitment by Resource Jurisdiction and Incident Jurisdiction

Object D2

Mean Duration of Commitment	2018	2019	2020	2021	2022
Vista Unit Commitments	0:30:11	0:31:30	0:32:10	0:31:54	0:34:33
Vista Unit Commitments in Vista (C&D)	0:29:47	0:31:09	0:31:39	0:31:23	0:33:52
Vista Unit Commitments in Outgoing	0:32:02	0:33:03	0:34:28	0:33:57	0:37:09
Incoming Aid Commitments	0:27:30	0:29:29	0:28:45	0:31:31	0:31:55

Objects D3 and D4 below identify the count and mean duration of commitments by Vista resources and incoming aid resources in the City.

### Count of Commitment by Resource Jurisdiction and Incident Jurisdiction in the City

Object D3

Commitment Type	2018	2019	2020	2021	2022
Vista Unit Commitments	17,477	17,292	17,144	19,466	20,040
<hr/>					
Vista Unit Commitments in Vista (C&D)					
<hr/>					
Vista Unit Commitments in Outgoing					
<hr/>					
Incoming Aid Commitments	2,891	2,948	2,673	2,924	2,922

### Mean Duration of Commitment by Resource Jurisdiction and Incident Jurisdiction in the City

Object D4

Mean Duration of Commitment	2018	2019	2020	2021	2022
Vista Unit Commitments	0:29:06	0:30:45	0:31:08	0:30:39	0:33:01
<hr/>					
Vista Unit Commitments in Vista (C&D)					
<hr/>					
Vista Unit Commitments in Outgoing					
<hr/>					
Incoming Aid Commitments	0:27:32	0:28:41	0:28:46	0:31:05	0:31:52

Objects D5 and D6 below identify the count and mean duration of commitments by Vista resources and incoming aid resources.

### Count of Commitment by Resource Jurisdiction and Incident Jurisdiction in the District

Object D5

Commitment Type	2018	2019	2020	2021	2022
Vista Unit Commitments	3,034	3,125	2,868	3,047	3,232
<hr/>					
Vista Unit Commitments in Vista (C&D)					
<hr/>					
Vista Unit Commitments in Outgoing					
<hr/>					
Incoming Aid Commitments	520	511	469	519	372

### Mean Duration of Commitment by Resource Jurisdiction and Incident Jurisdiction in the District

Object D6

Mean Duration of Commitment	2018	2019	2020	2021	2022
Vista Unit Commitments	0:33:49	0:33:21	0:34:51	0:36:03	0:39:17
<hr/>					
Vista Unit Commitments in Vista (C&D)					
<hr/>					
Vista Unit Commitments in Outgoing					
<hr/>					
Incoming Aid Commitments	0:27:41	0:34:12	0:29:21	0:33:56	0:31:52






Section E

# Mean Travel Times by Population Density



**Monthly Average Count of Incidents by Population Density**  
**2018-2022**

Object E1

	Density	District	City
	Urban	90	710
	Suburban	11	19
	Rural	30	27

Objects on pages 30–33 & 43 represent data for City and District as follows:



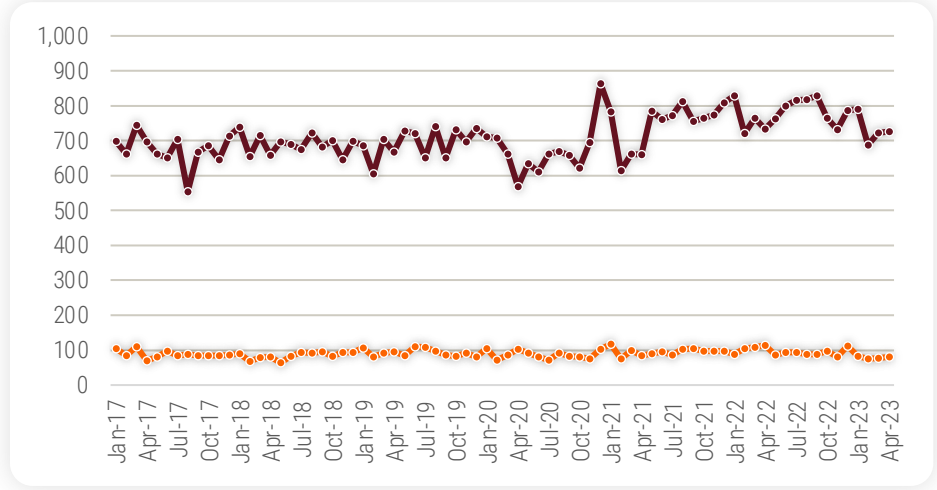
City



District

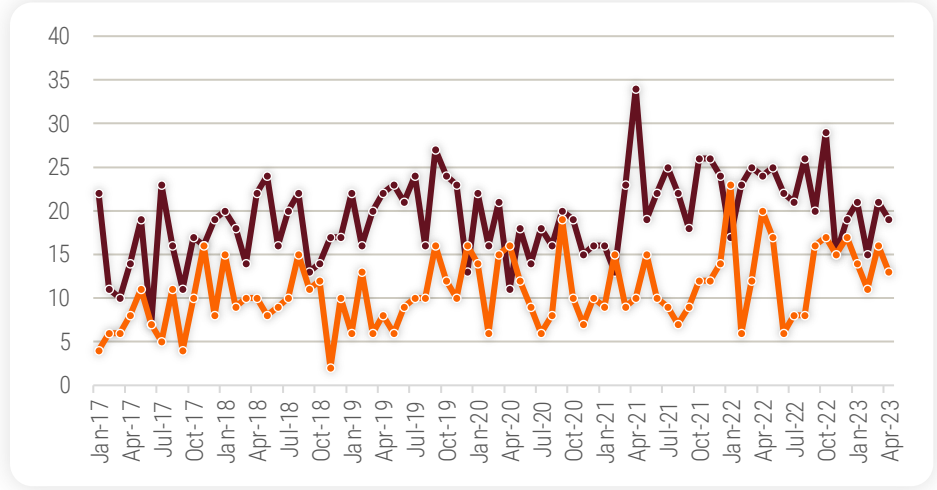
### Monthly Count of Incidents in the Urban Population Density in the City and District

Object E2



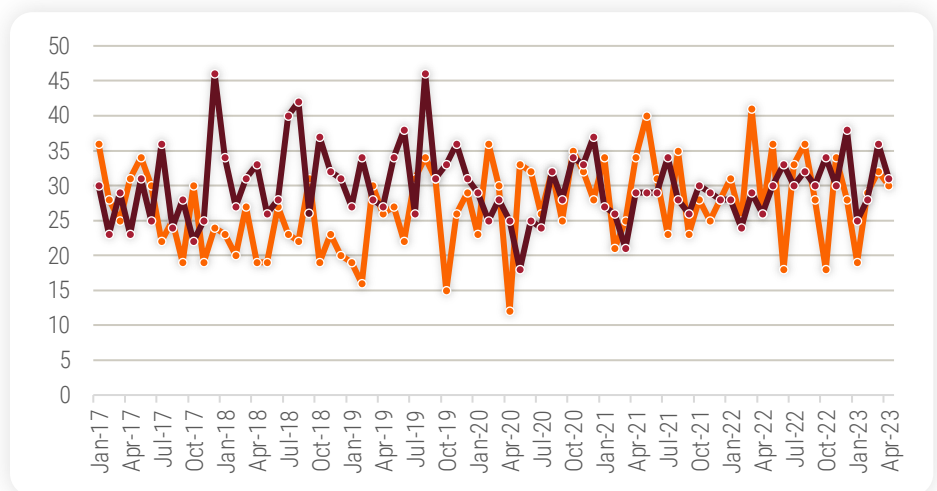
### Monthly Count of Incidents in the Suburban Population Density in the City and District

Object E3



### Monthly Count of Incidents in the Rural Population Density in the City and District

Object E4



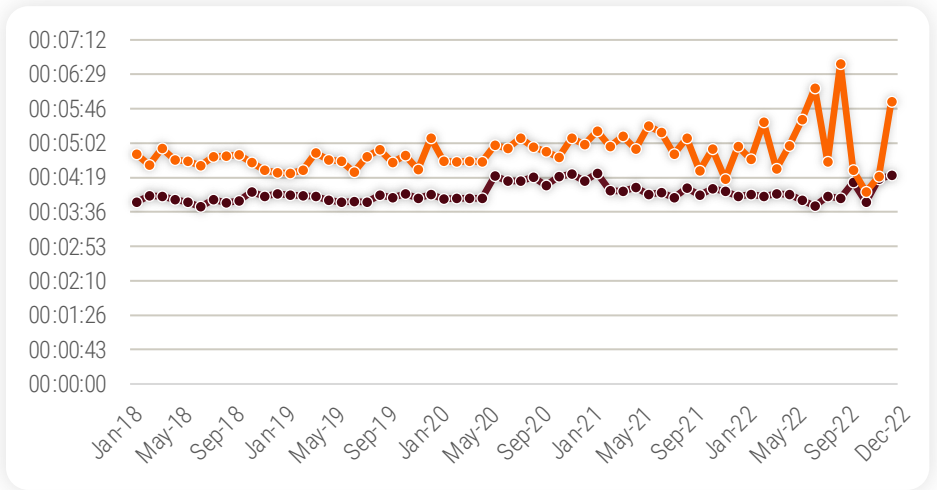
Objects E5–7 below identify the travel time averages for first units responding in emergency mode to incidents in the city and district by urban, suburban and rural population densities.

City

District

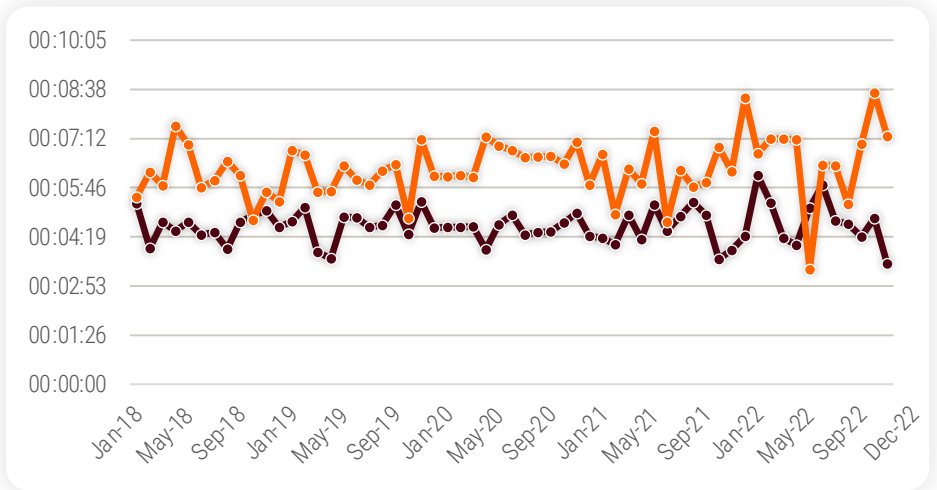
### Mean Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Urban Population Densities

Object E5



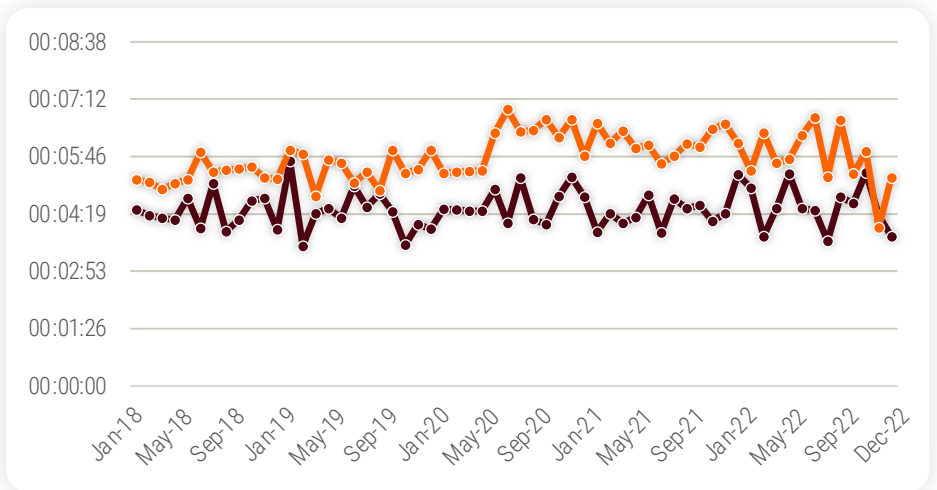
### Mean Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Suburban Population Densities

Object E6



### Mean Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Rural Population Densities

Object E7



Section F

# 90th Percentile Travel Times by Population Density



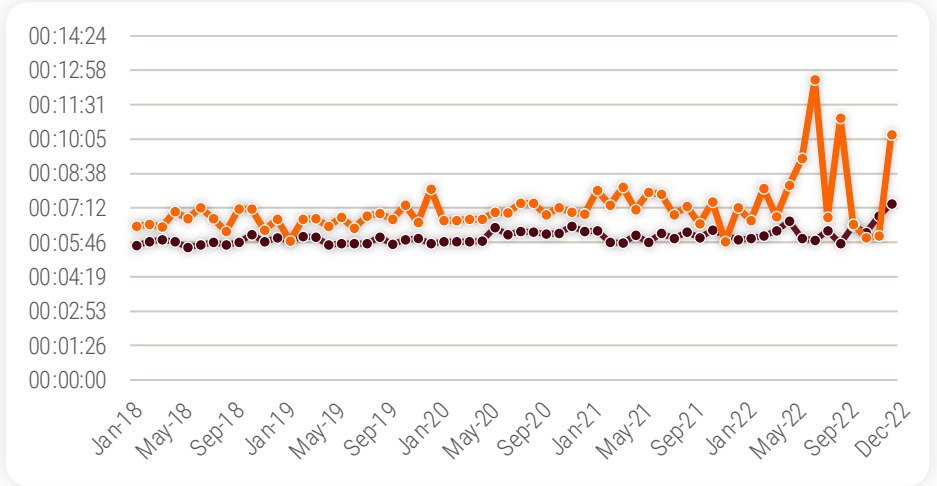
Objects F1–3 below identify the travel time 90th percentiles for first units responding in emergency mode to incidents in the city and district by urban, suburban and rural population densities.

City

District

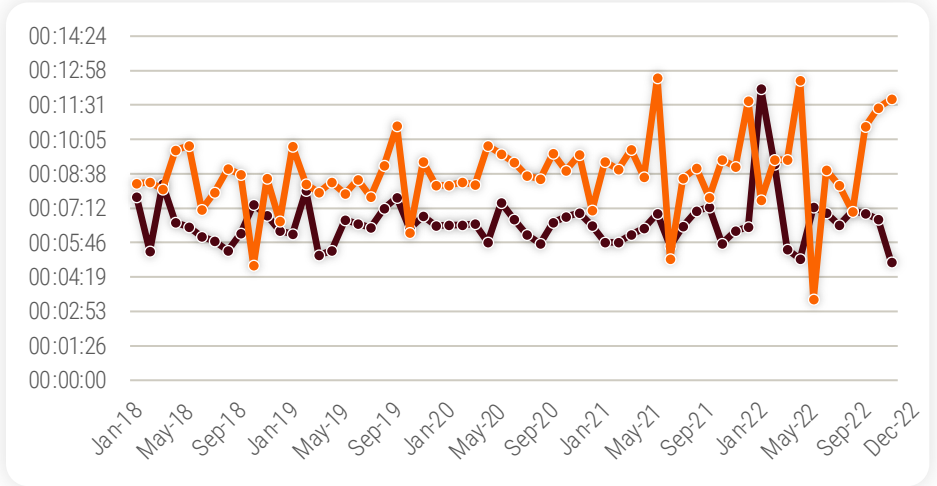
### 90th Percentiles Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Urban Population Densities

Object F1



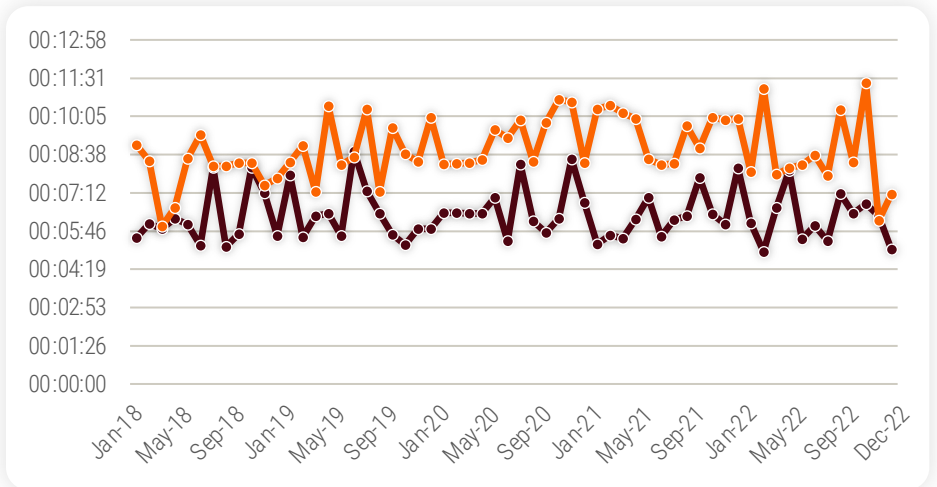
### 90th Percentiles Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Suburban Population Densities

Object F2



### 90th Percentiles Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Rural Population Densities

Object F3



Section G

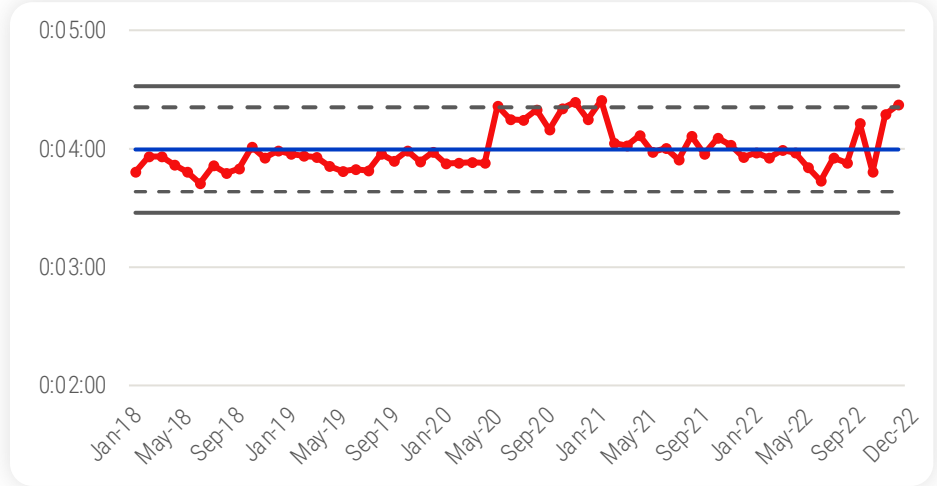
# Average Travel Times by Population Density in the City



Objects G1–3 below identify the mean travel time for first units responding in emergency mode to incidents in the city by urban, suburban and rural population densities.

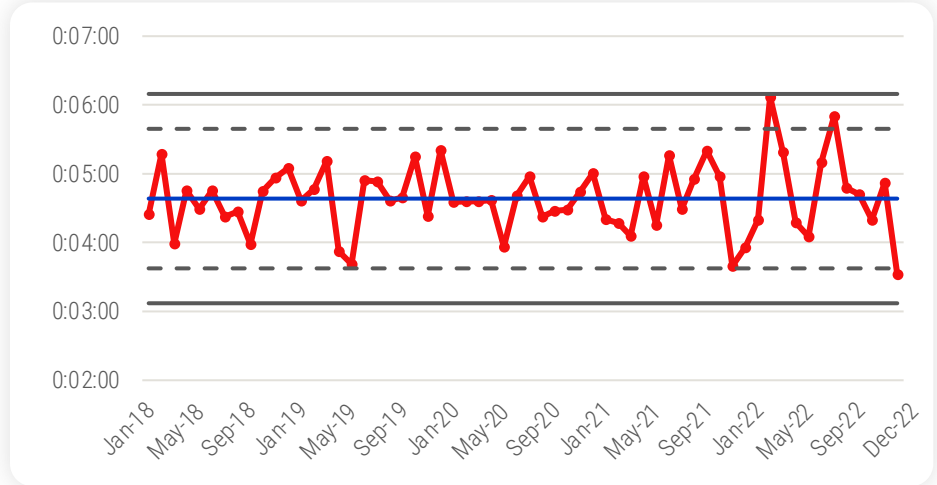
### Mean Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Urban Population Densities in the City

Object G1



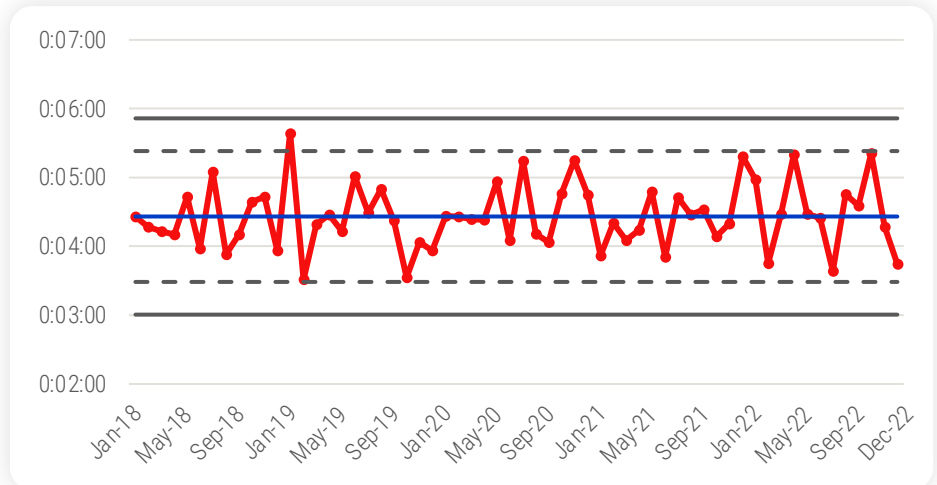
### Mean Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Suburban Population Densities in the City

Object G2



### Mean Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Rural Population Densities in the City

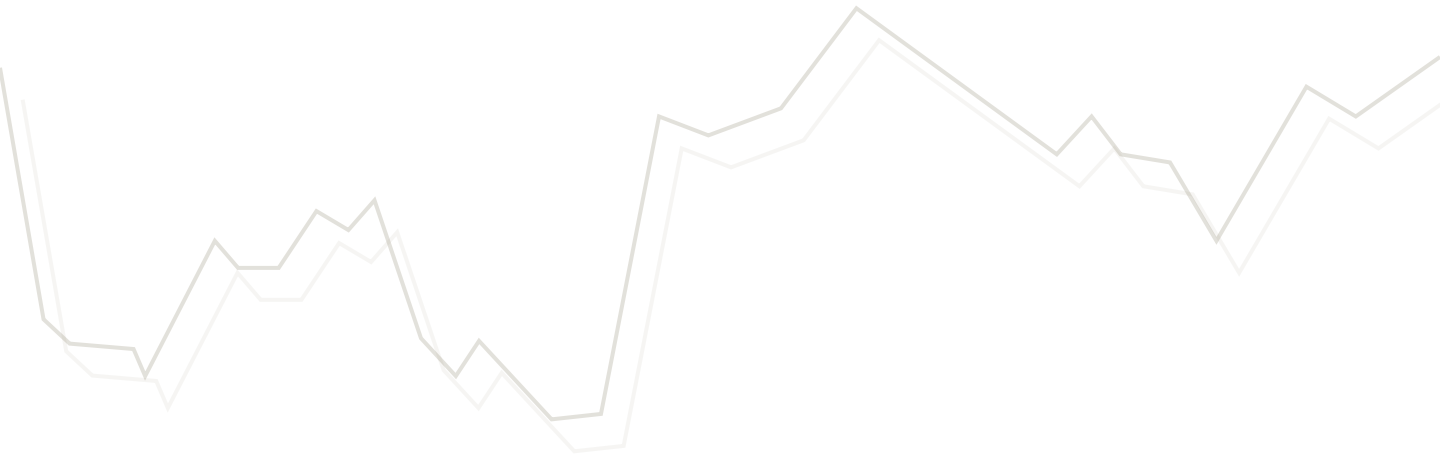
Object G3





Section H

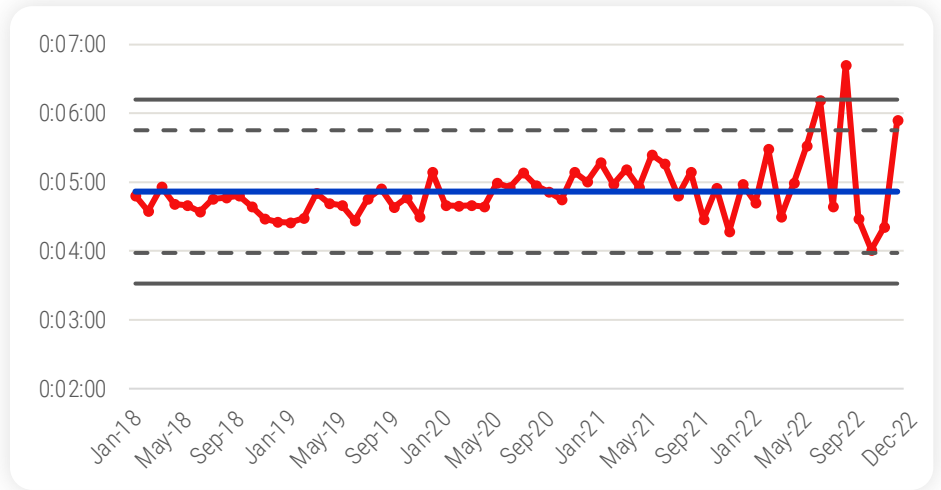
# Average Travel Times by Population Density in the District



Objects H1–3 below identify the mean travel time for first units responding in emergency mode to incidents in the district by urban, suburban and rural population densities.

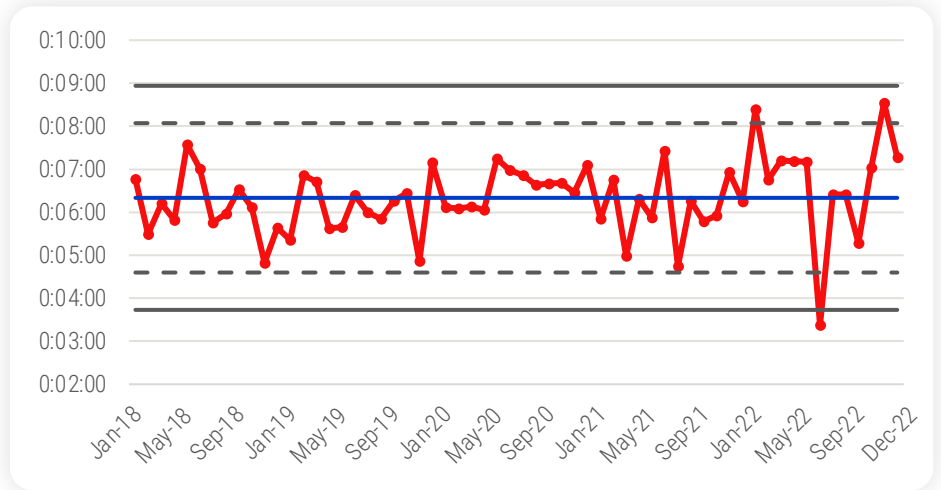
**Mean Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Urban Population Densities in the District**

Object H1



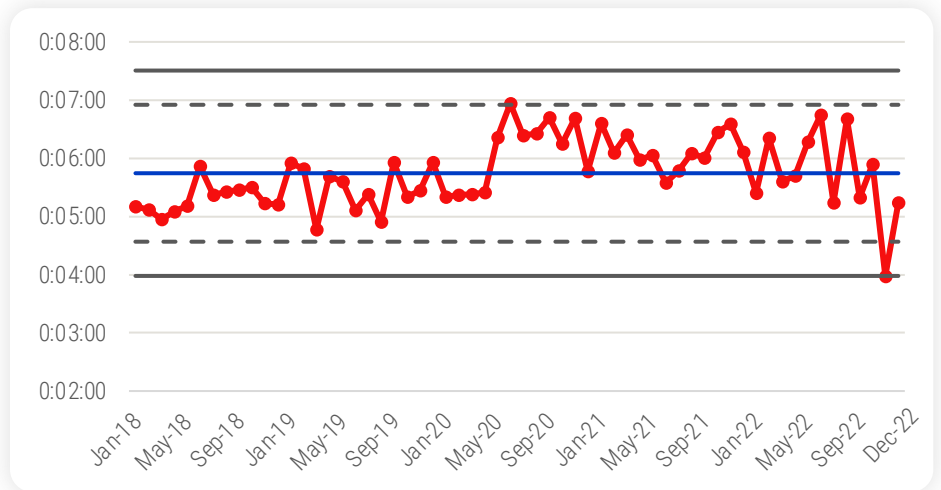
**Mean Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Suburban Population Densities in the District**

Object H2



**Mean Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Rural Population Densities in the District**

Object H3



Section I

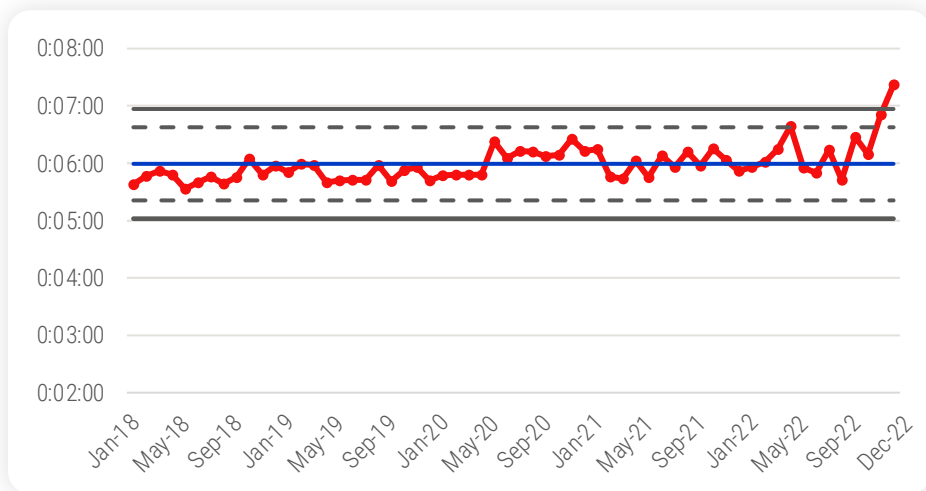
# 90th Percentile Travel Times by Population Density in the City



Objects I1–3 below identify the 90th Percentile travel time for first units responding in emergency mode to incidents in the city by urban, suburban and rural population densities.

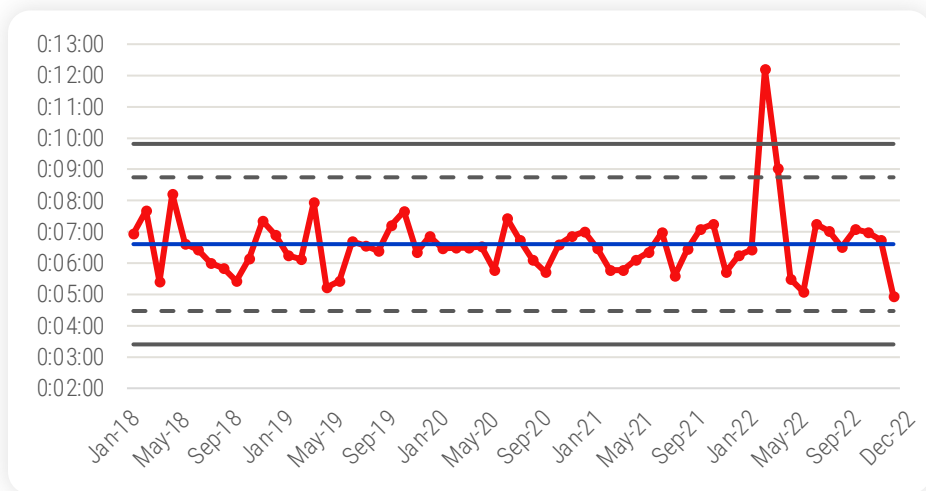
### 90th Percentile Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Urban Population Densities in the City

Object I1



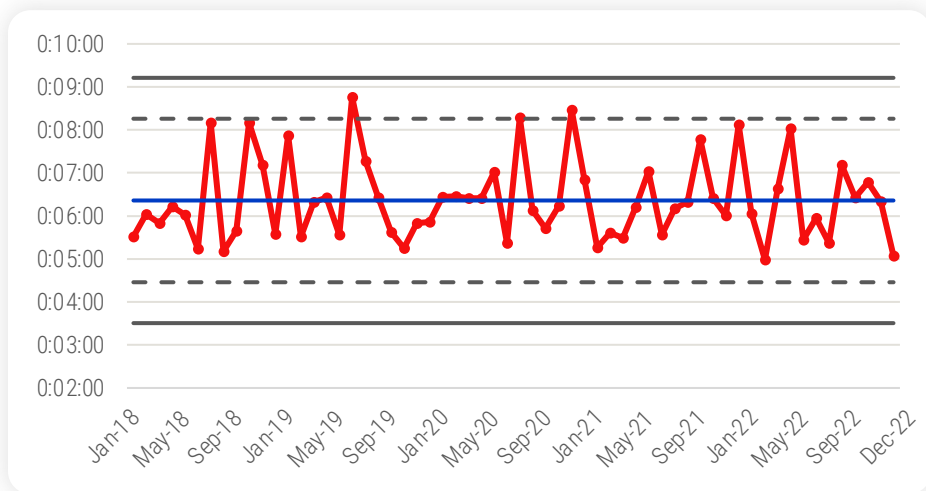
### 90th Percentile Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Suburban Population Densities in the City

Object I2



### 90th Percentile Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Rural Population Densities in the City

Object I3



Section J

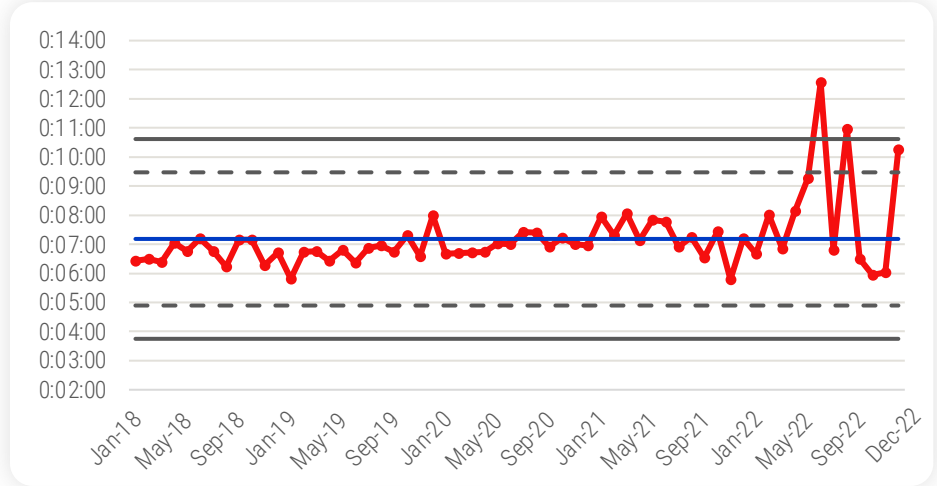
# 90th Percentile Travel Times by Population Density in the District



Objects J1–3 below identify the 90th percentile travel time for first units responding in emergency mode to incidents in the district by urban, suburban and rural population densities.

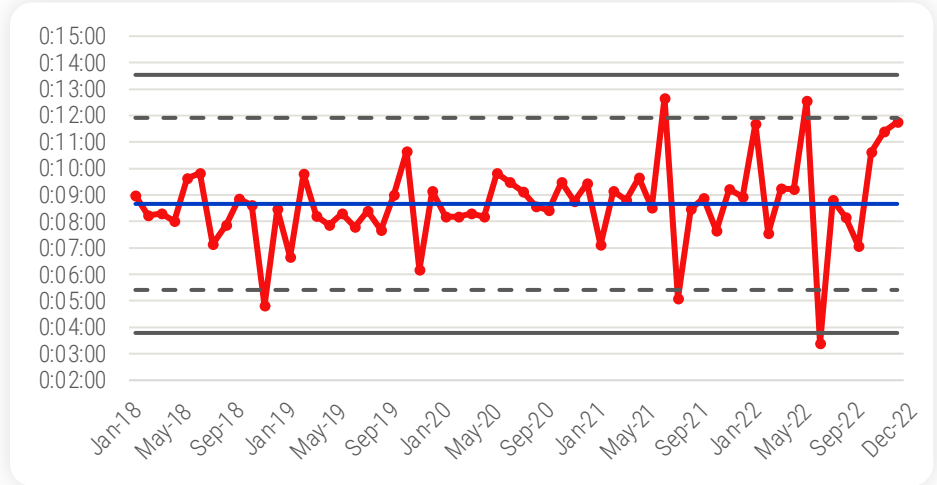
### 90th percentile Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Urban Population Densities in the District

Object J1



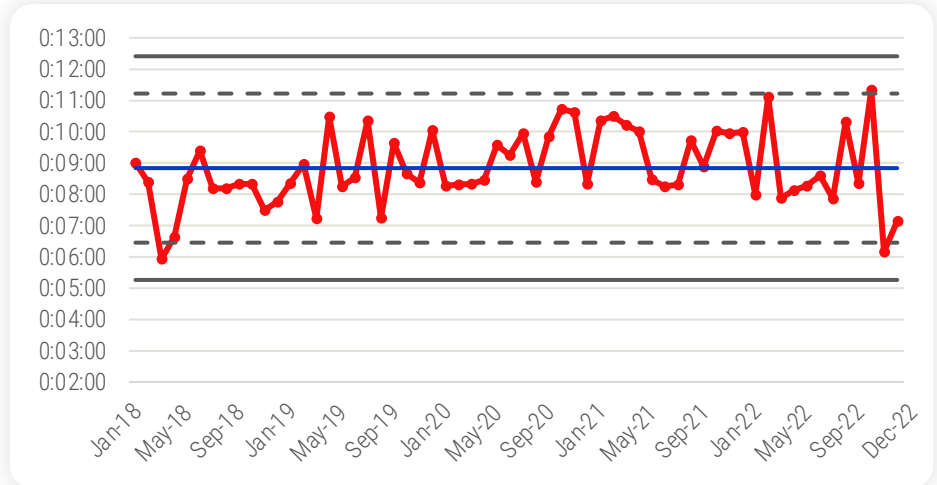
### 90th percentile Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Suburban Population Densities in the District

Object J2



### 90th percentile Emergency Travel Time for Engines, Trucks and Medics When First at Incidents in the Rural Population Densities in the District

Object J3



Section K

# Correlations and Trends in Response Times



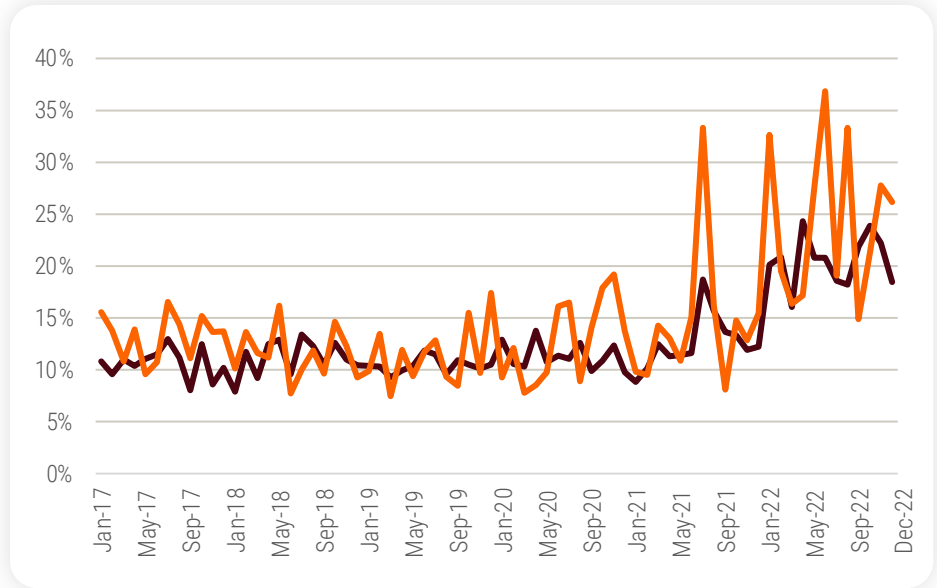
Objects K1 and K2 below identify the percentage of response times greater than 10 minutes from January 1, 2017 through December 31, 2022, monthly for first units responding to an emergency mode.

City

District

### Percentage of First Unit Emergency Response Times Greater than 10 Minutes

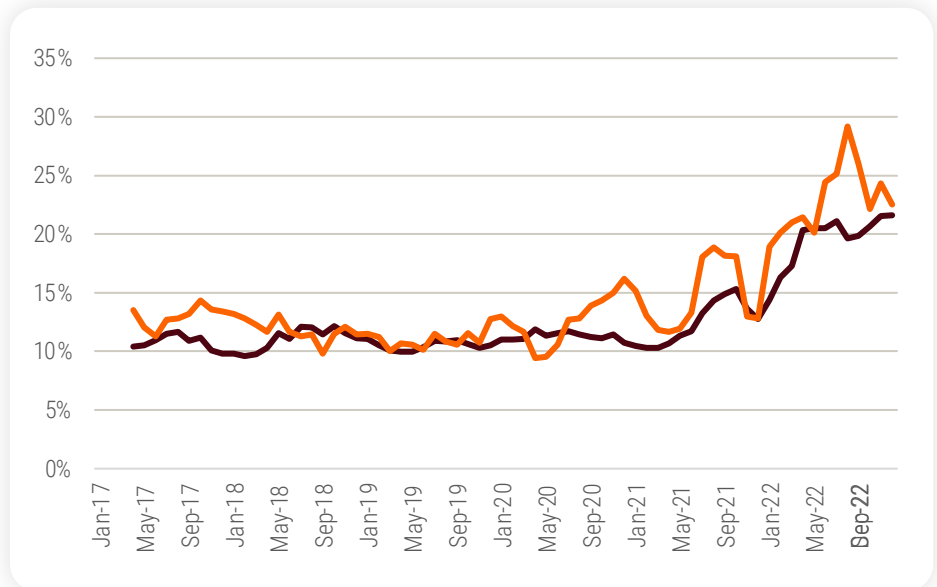
Object K1



Object K2 is represented as a four-month moving average to smooth out some of the random variation associated with small monthly data sets.

### Percentage of First Unit Emergency Response Times Greater than 10 Minutes – Four-Month Moving Average

Object K2



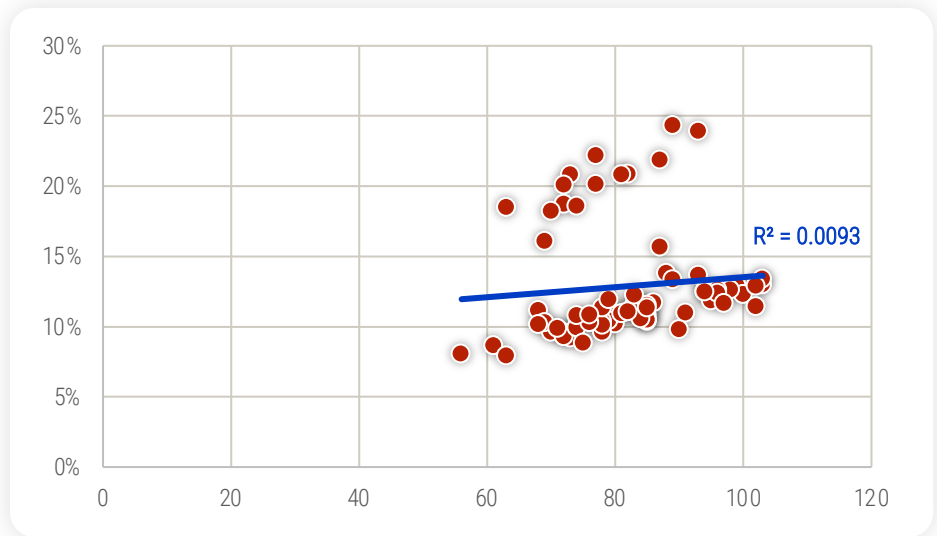


Objects K3 and K4 below identify the correlation between the count of values greater than 10 minutes as described in the section and the percentage that they represent from the total number of response times by City and District.

Each scatterplot includes a linear regression line and the coefficient of determination.

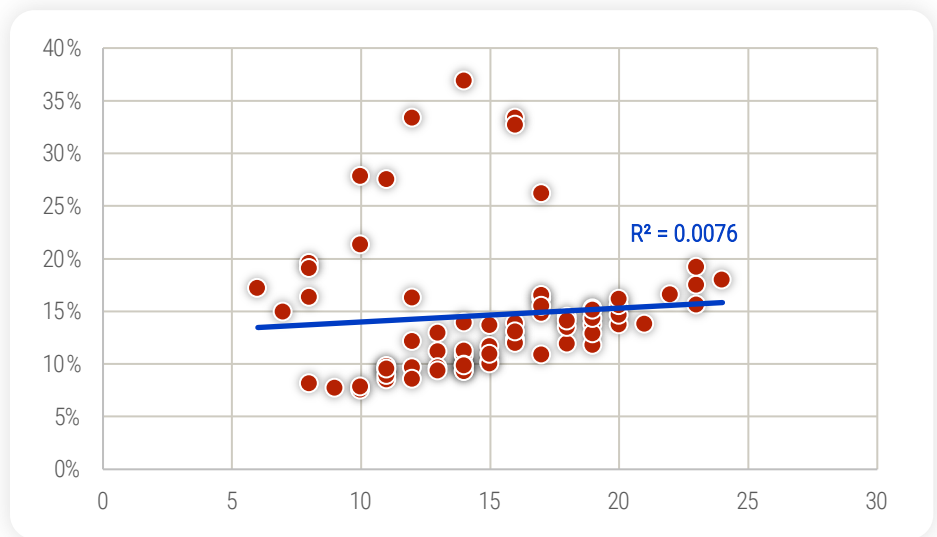
### Scatterplot of Count and Percentage of Values Greater than 10 Minutes in the City

Object K3



### Scatterplot of Count and Percentage of Values Greater than 10 Minutes in the District.

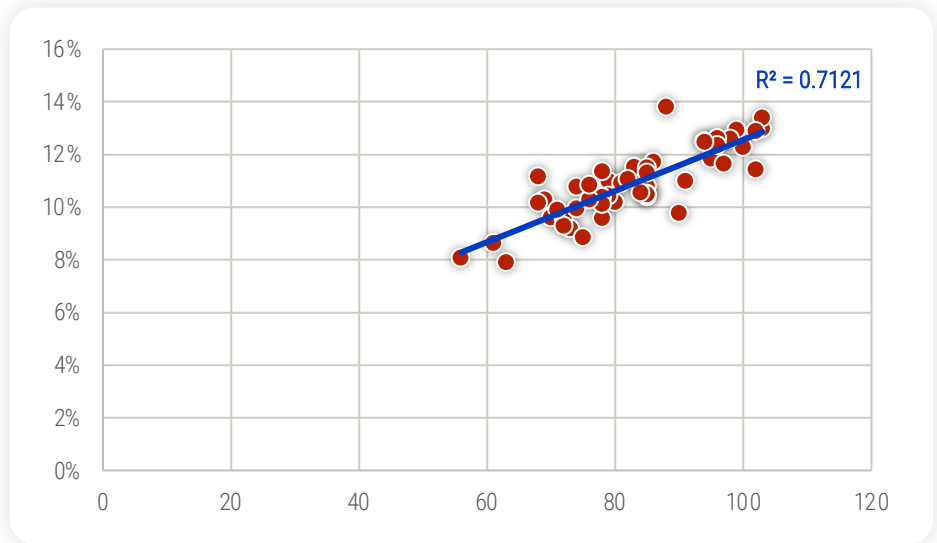
Object K4



Objects K1 through K4 indicated that there is likely a strong correlation between variables but that there may be some period of time (most recently) where that relationship was disrupted. We broke the time frames in to two periods and recalculated. The two-period approach indeed suggests that from 1/1/2017 through 6/30/2021 the relationship was quite strong and that only after approximately June of 2021 did it change materially.

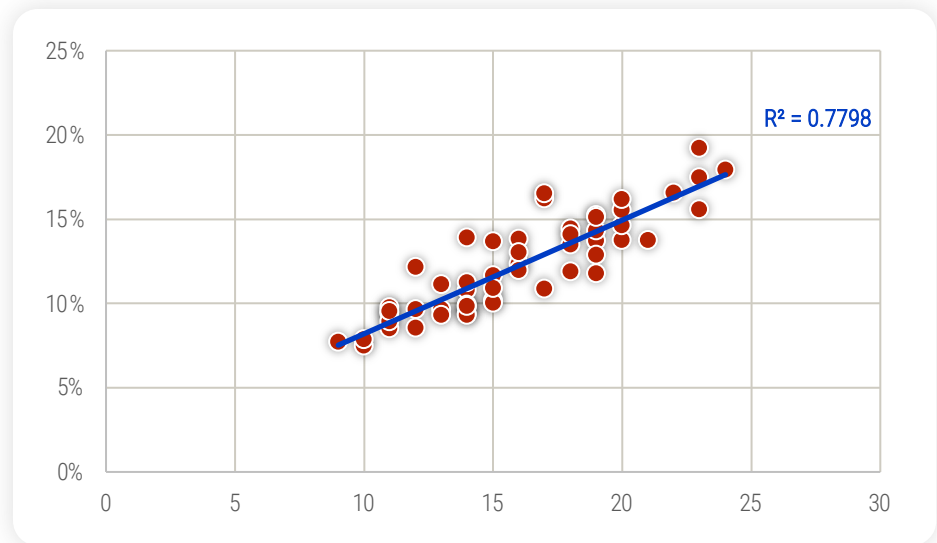
**Scatterplot of Count and Percentage of Values Greater than 10 Minutes in the City from 1/1/2017 through 6/30/2021**

Object K5



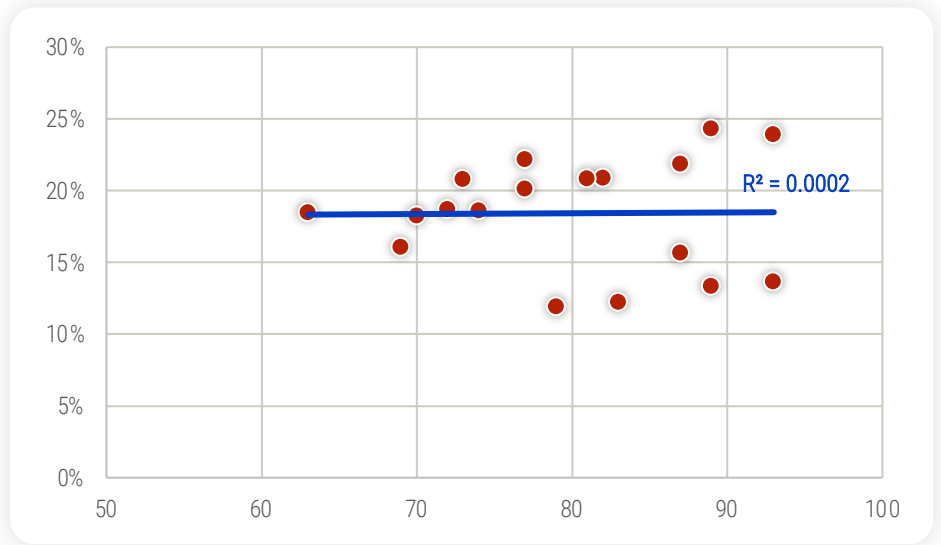
**Scatterplot of Count and Percentage of Values Greater than 10 Minutes in the District 1/1/2017 through 6/30/2021**

Object K6



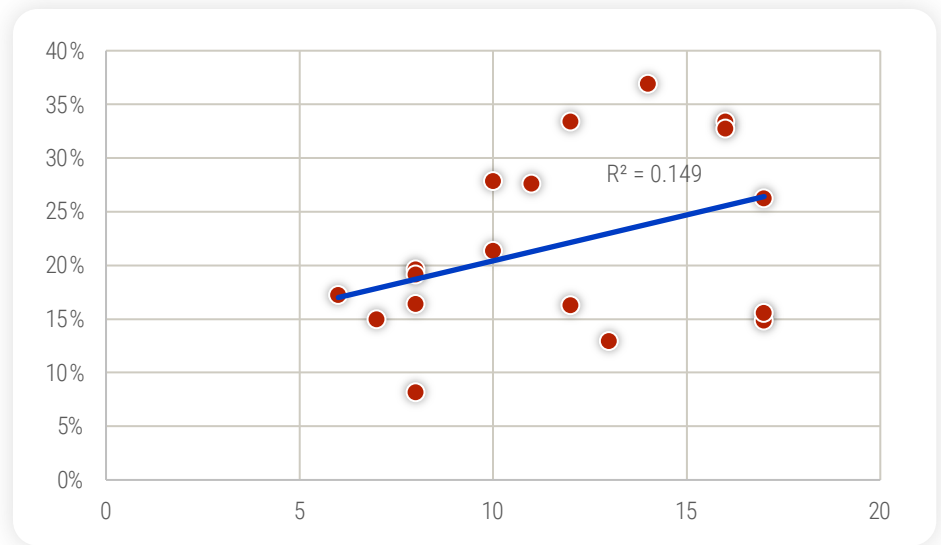
**Scatterplot of Count and Percentage of Values Greater than 10 Minutes in the City from 7/1/2021 through 12/31/2022**

Object K7



**Scatterplot of Count and Percentage of Values Greater than 10 Minutes in the District 7/1/2021 through 12/31/2022**

Object K8



Section L

# Unit Utilization



Objects L1–2 below identify the sum of all time committed by Vista units in the City, the District and outgoing aid combined and the percentages that those sums represent out of all time in the year.

### Sum of All Time Committed by Vista Units in the City and District

Object L1

Unit	2018	2019	2020	2021	2022
E121	924:44:27	891:27:18	965:54:55	1024:56:49	1255:37:53
E122	334:25:27	372:41:19	346:02:43	428:22:48	458:31:09
E123	604:16:30	617:58:17	613:02:59	758:37:20	803:44:32
E124	719:16:05	740:32:19	741:02:27	861:29:38	857:02:56
E125	276:15:20	290:35:13	418:55:13	758:33:59	792:11:22
E126	822:32:04	818:17:17	610:00:21	150:09:29	42:32:58
RA121	2609:58:31	2686:51:49	2728:13:33	3019:12:23	3160:56:54
RA123	1491:40:44	1693:49:35	1693:08:21	1963:09:03	3319:02:16
RA124	2044:59:48	2199:16:01	2130:24:48	2488:41:11	2606:26:07
RA126	2124:52:30	2346:59:23	2290:43:26	2510:28:02	2536:33:21
T125	298:39:57	285:32:42	172:12:47		
T126			257:41:47	761:25:32	877:36:47
<b>TOTAL</b>	<b>12251:41:23</b>	<b>12944:01:13</b>	<b>12967:23:20</b>	<b>14725:06:14</b>	<b>16710:16:15</b>

### Unit Hour Utilization of Vista Units in the City and District

Object L2

Unit	2018	2019	2020	2021	2022
E121	10.6%	10.2%	11.0%	11.7%	14.3%
E122	3.8%	4.3%	3.9%	4.9%	5.2%
E123	6.9%	7.1%	7.0%	8.7%	9.2%
E124	8.2%	8.5%	8.4%	9.8%	9.8%
E125	3.2%	3.3%	4.8%	8.7%	9.0%
E126	9.4%	9.3%	6.9%	1.7%	0.5%
RA121	29.8%	30.7%	31.1%	34.5%	36.1%
RA123	17.0%	19.3%	19.3%	22.4%	37.9%
RA124	23.3%	25.1%	24.3%	28.4%	29.8%
RA126	24.3%	26.8%	26.1%	28.7%	29.0%
T125	3.4%	3.3%	2.0%		
T126			2.9%	8.7%	10.0%

Objects L3–4 below identify the sum of all time committed by Vista units in the City and the percentages that those sums represent out of all time in the year.

### Sum of All Time Committed by Vista Units in the City

Object L3

Unit	2018	2019	2020	2021	2022
E121	780:37:50	761:34:13	845:30:42	863:16:46	1068:01:26
E122	160:39:43	181:44:44	171:23:17	198:24:08	222:49:19
E123	424:12:50	441:01:59	432:46:42	527:13:18	582:55:39
E124	301:52:35	305:53:22	328:25:54	415:54:53	388:16:05
E125	149:41:09	158:27:47	210:24:50	393:11:03	391:04:49
E126	764:16:03	763:01:04	572:59:16	116:12:23	39:48:37
RA121	1743:25:00	1800:55:08	1797:38:58	1930:51:29	1996:56:12
RA123	1040:14:29	1160:03:03	1109:40:02	1303:42:45	2071:31:57
RA124	963:33:06	1052:31:00	1055:27:52	1233:46:44	1265:57:04
RA126	1810:46:11	1963:25:46	1914:16:12	2112:19:28	2073:26:33
T125	161:38:51	144:06:19	83:44:21		
T126			241:27:39	694:13:15	820:35:38
<b>TOTAL</b>	<b>8300:57:47</b>	<b>8732:44:25</b>	<b>8763:45:45</b>	<b>9789:06:12</b>	<b>10921:23:19</b>

### Unit Hour Utilization of Vista Units in the City

Object L4

Unit	2018	2019	2020	2021	2022
E121	8.9%	8.7%	9.6%	9.9%	12.2%
E122	1.8%	2.1%	2.0%	2.3%	2.5%
E123	4.8%	5.0%	4.9%	6.0%	6.7%
E124	3.4%	3.5%	3.7%	4.7%	4.4%
E125	1.7%	1.8%	2.4%	4.5%	4.5%
E126	8.7%	8.7%	6.5%	1.3%	0.5%
RA121	19.9%	20.6%	20.5%	22.0%	22.8%
RA123	11.9%	13.2%	12.6%	14.9%	23.6%
RA124	11.0%	12.0%	12.0%	14.1%	14.5%
RA126	20.7%	22.4%	21.8%	24.1%	23.7%
T125	1.8%	1.6%	1.0%		
T126			2.7%	7.9%	9.4%

Objects L5–6 below identify the sum of all time committed by Vista units in the District and the percentages that those sums represent out of all time in the year.

### Sum of All Time Committed by Vista Units in the District

Object L5

Unit	2018	2019	2020	2021	2022
E121	19:12:01	16:55:07	20:40:15	23:16:02	21:59:27
E122	149:36:19	168:08:32	161:47:25	194:41:11	205:03:08
E123	136:29:46	130:12:20	136:05:52	175:33:50	173:00:42
E124	247:55:21	237:05:06	235:35:15	240:31:50	238:53:50
E125	10:44:41	10:36:26	15:32:53	22:43:53	22:45:54
E126	26:49:49	24:51:33	16:32:40	7:43:04	0:57:24
RA121	82:52:25	85:42:30	71:20:27	80:59:53	81:36:16
RA123	227:27:10	233:23:33	265:52:45	312:50:21	480:15:00
RA124	595:36:10	596:16:51	544:20:44	544:55:33	651:07:52
RA126	148:09:31	173:14:28	154:00:27	170:10:35	191:01:55
T125	13:00:05	15:32:36	4:32:35		
T126			7:03:08	17:54:10	20:04:40
<b>TOTAL</b>	<b>1657:53:18</b>	<b>1691:59:02</b>	<b>1633:24:26</b>	<b>1791:20:22</b>	<b>2086:46:08</b>

### Unit Hour Utilization of Vista Units in the District

Object L6

Unit	2018	2019	2020	2021	2022
E121	0.2%	0.2%	0.2%	0.3%	0.3%
E122	1.7%	1.9%	1.8%	2.2%	2.3%
E123	1.6%	1.5%	1.5%	2.0%	2.0%
E124	2.8%	2.7%	2.7%	2.7%	2.7%
E125	0.1%	0.1%	0.2%	0.3%	0.3%
E126	0.3%	0.3%	0.2%	0.1%	0.0%
RA121	0.9%	1.0%	0.8%	0.9%	0.9%
RA123	2.6%	2.7%	3.0%	3.6%	5.5%
RA124	6.8%	6.8%	6.2%	6.2%	7.4%
RA126	1.7%	2.0%	1.8%	1.9%	2.2%
T125	0.1%	0.2%	0.1%		
T126			0.1%	0.2%	0.2%

Objects L7–8 below identify the percentage distribution of the sum of all time committed by Vista units in the City (L7) and District (L8).

**Percentage of Sum of All Time Committed by Vista Units in the City**

Object L7

Unit	2018	2019	2020	2021	2022
E121	84.4%	85.4%	87.5%	84.2%	85.1%
E122	48.0%	48.8%	49.5%	46.3%	48.6%
E123	70.2%	71.4%	70.6%	69.5%	72.5%
E124	42.0%	41.3%	44.3%	48.3%	45.3%
E125	54.2%	54.5%	50.2%	51.8%	49.4%
E126	92.9%	93.2%	93.9%	77.4%	93.6%
RA121	66.8%	67.0%	65.9%	64.0%	63.2%
RA123	69.7%	68.5%	65.5%	66.4%	62.4%
RA124	47.1%	47.9%	49.5%	49.6%	48.6%
RA126	85.2%	83.7%	83.6%	84.1%	81.7%
T125	54.1%	50.5%	48.6%		
T126			93.7%	91.2%	93.5%
<b>TOTAL</b>	<b>67.8%</b>	<b>67.5%</b>	<b>67.6%</b>	<b>66.5%</b>	<b>65.4%</b>

**Percentage of Sum of All Time Committed by Vista Units in the City**

Object L8

Unit	2018	2019	2020	2021	2022
E121	2.1%	1.9%	2.1%	2.3%	1.8%
E122	44.7%	45.1%	46.8%	45.4%	44.7%
E123	22.6%	21.1%	22.2%	23.1%	21.5%
E124	34.5%	32.0%	31.8%	27.9%	27.9%
E125	3.9%	3.7%	3.7%	3.0%	2.9%
E126	3.3%	3.0%	2.7%	5.1%	2.2%
RA121	3.2%	3.2%	2.6%	2.7%	2.6%
RA123	15.2%	13.8%	15.7%	15.9%	14.5%
RA124	29.1%	27.1%	25.6%	21.9%	25.0%
RA126	7.0%	7.4%	6.7%	6.8%	7.5%
T125	4.4%	5.4%	2.6%		
T126			2.7%	2.4%	2.3%
<b>TOTAL</b>	<b>13.5%</b>	<b>13.1%</b>	<b>12.6%</b>	<b>12.2%</b>	<b>12.5%</b>



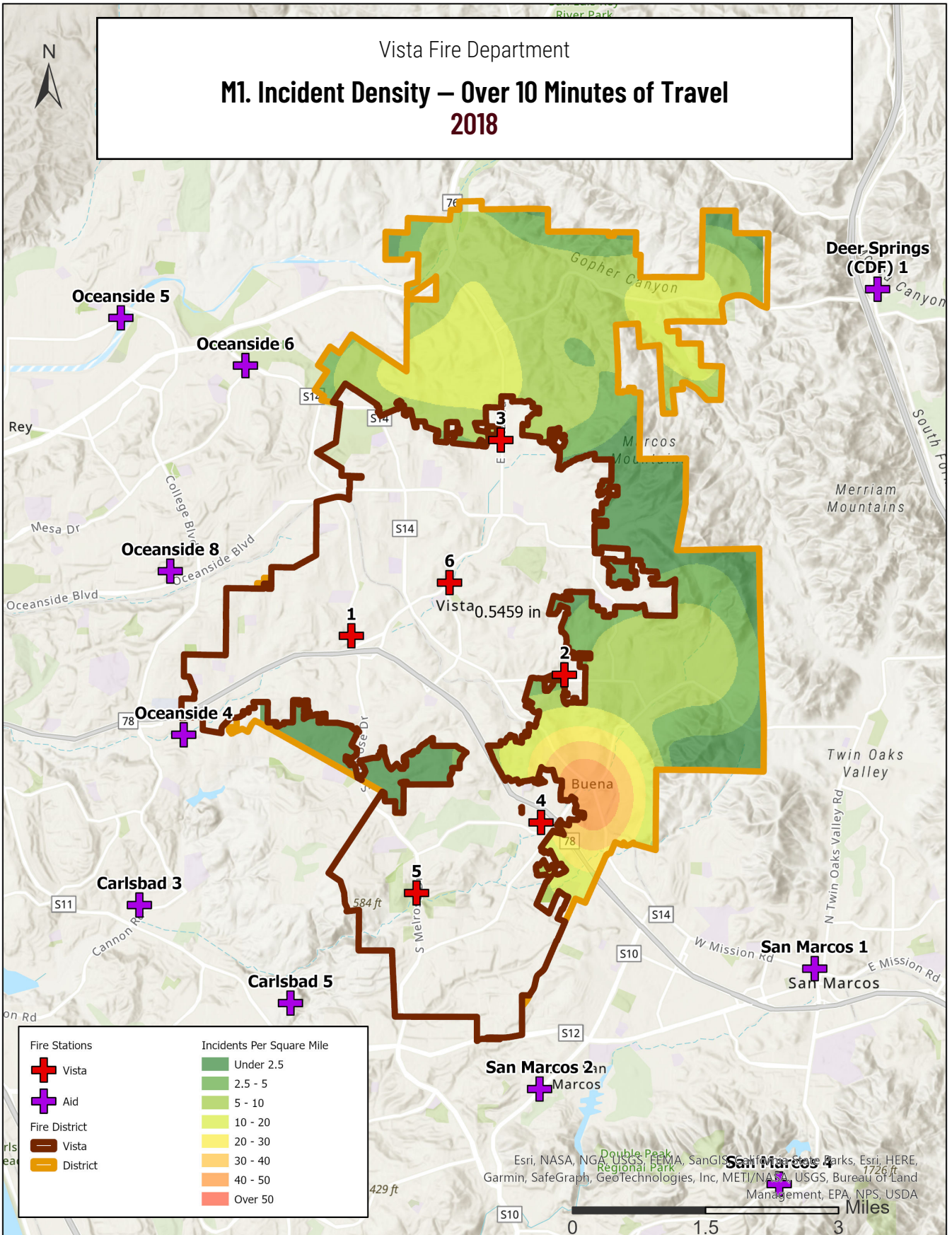
Section M

# Maps



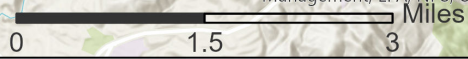
Vista Fire Department

# M1. Incident Density – Over 10 Minutes of Travel 2018



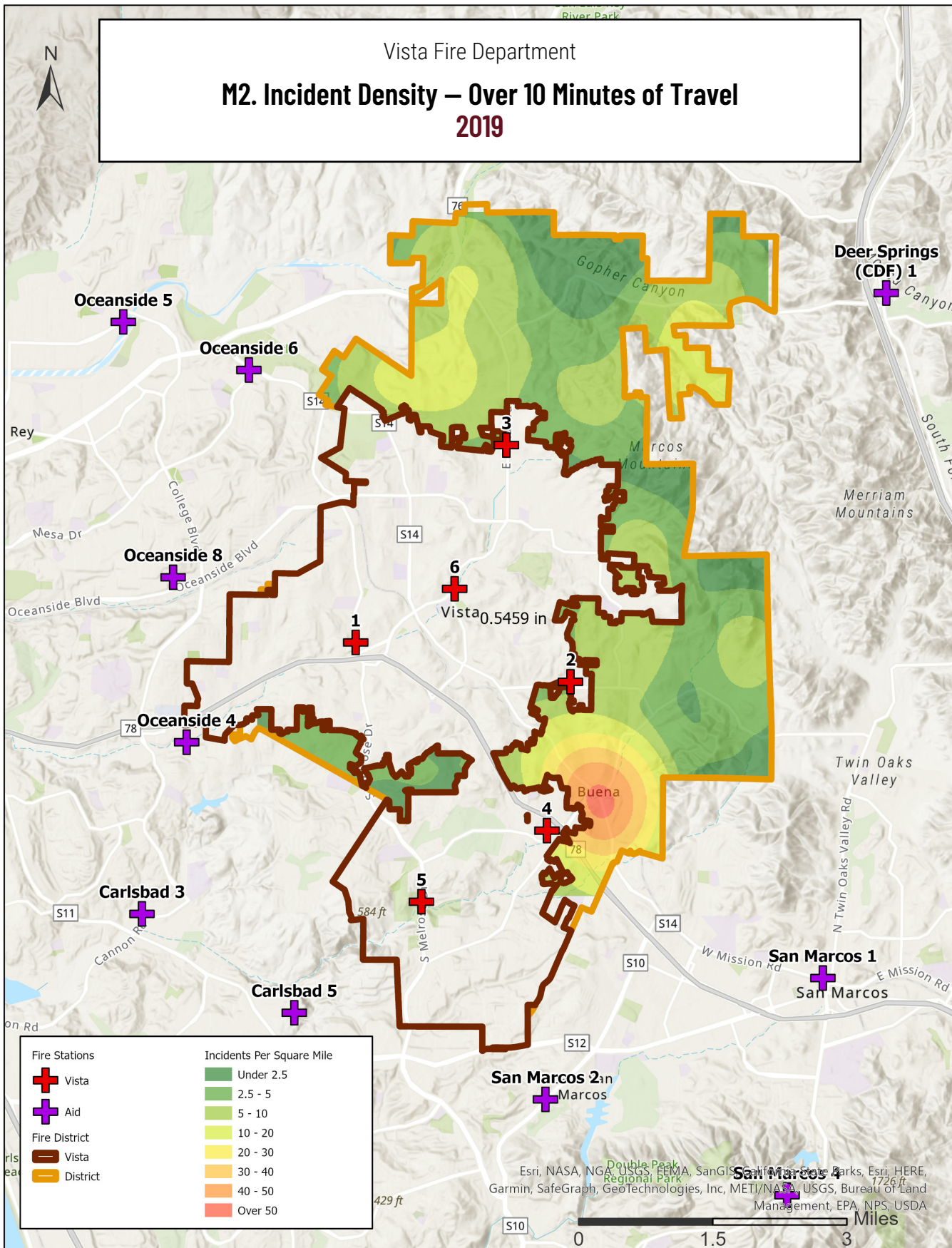
Fire Stations		Incidents Per Square Mile	
	Vista		Under 2.5
	Aid		2.5 - 5
	Vista		5 - 10
	District		10 - 20
			20 - 30
			30 - 40
			40 - 50
			Over 50

Esri, NASA, NGA, USGS, FEMA, SanGIS, San Marcos State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA



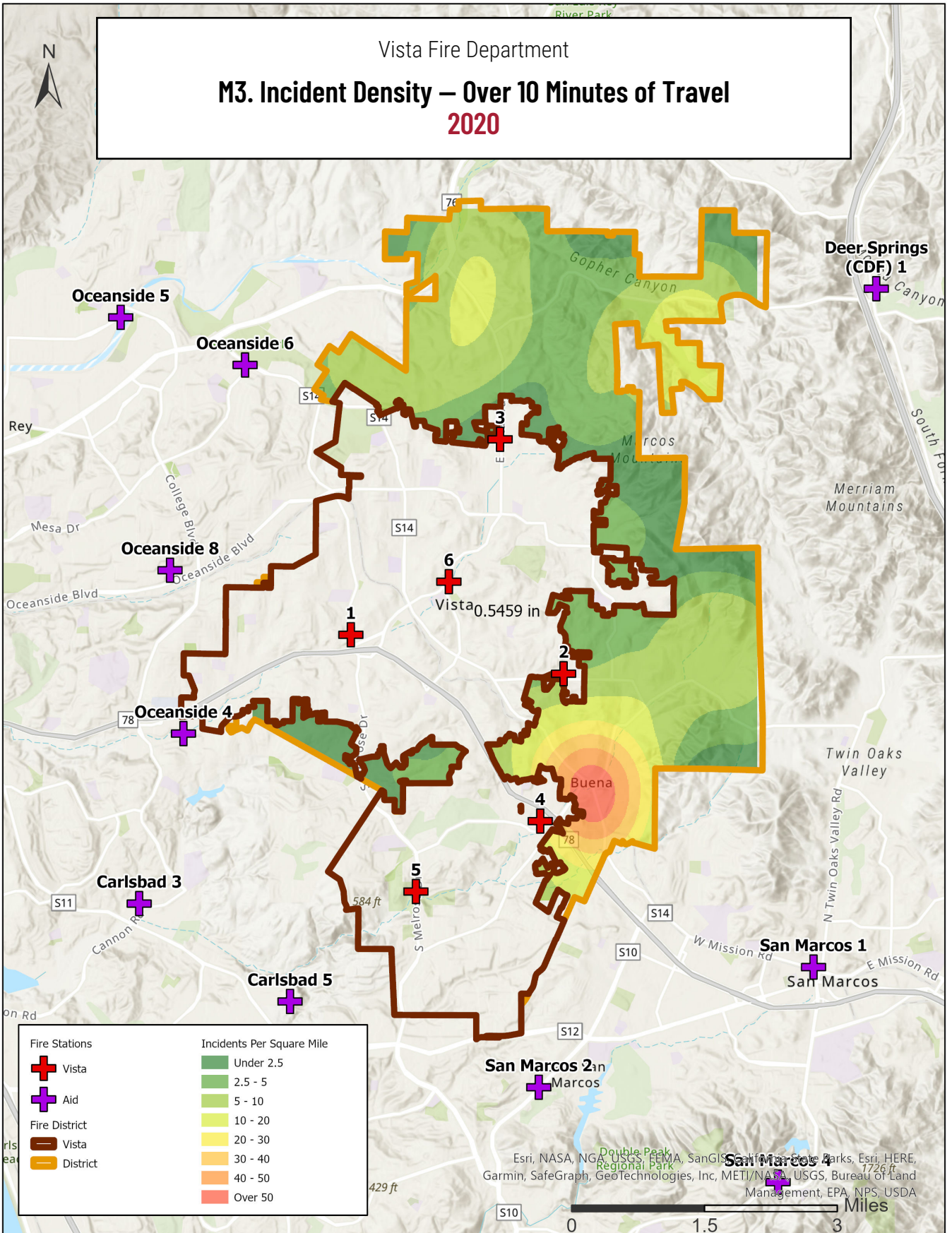
Vista Fire Department

# M2. Incident Density – Over 10 Minutes of Travel 2019



Vista Fire Department

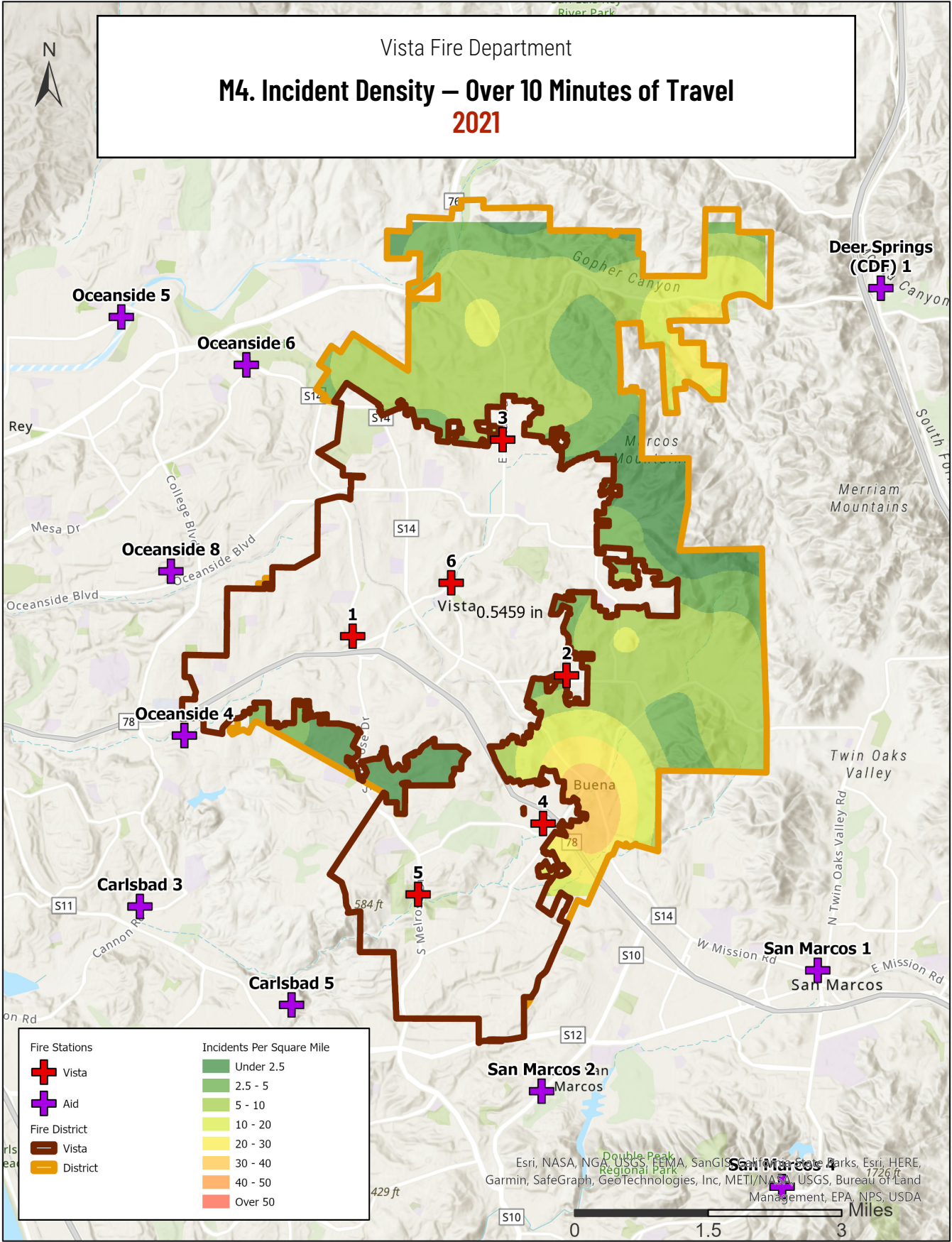
**M3. Incident Density – Over 10 Minutes of Travel**  
**2020**



Esri, NASA, NGA, USGS, FEMA, SanGIS, San Marcos State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

Vista Fire Department

**M4. Incident Density – Over 10 Minutes of Travel**  
**2021**



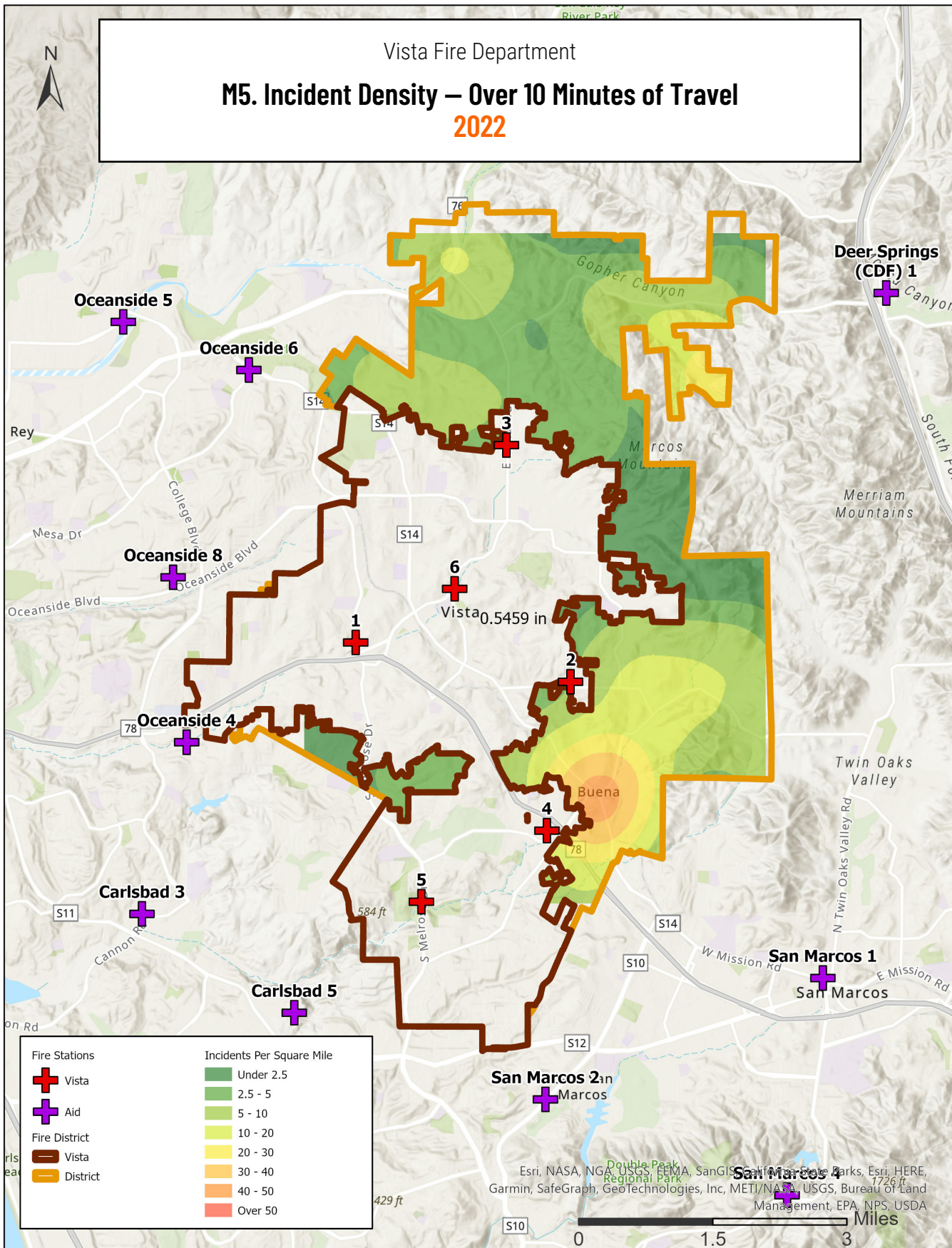
Fire Stations		Incidents Per Square Mile	
	Vista		Under 2.5
	Aid		2.5 - 5
	Fire District		5 - 10
	Vista		10 - 20
	District		20 - 30
			30 - 40
			40 - 50
			Over 50

Esri, NASA, NGA, USGS, FEMA, SanGIS, San Marcos State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

0 1.5 3 Miles

Vista Fire Department

# M5. Incident Density – Over 10 Minutes of Travel 2022

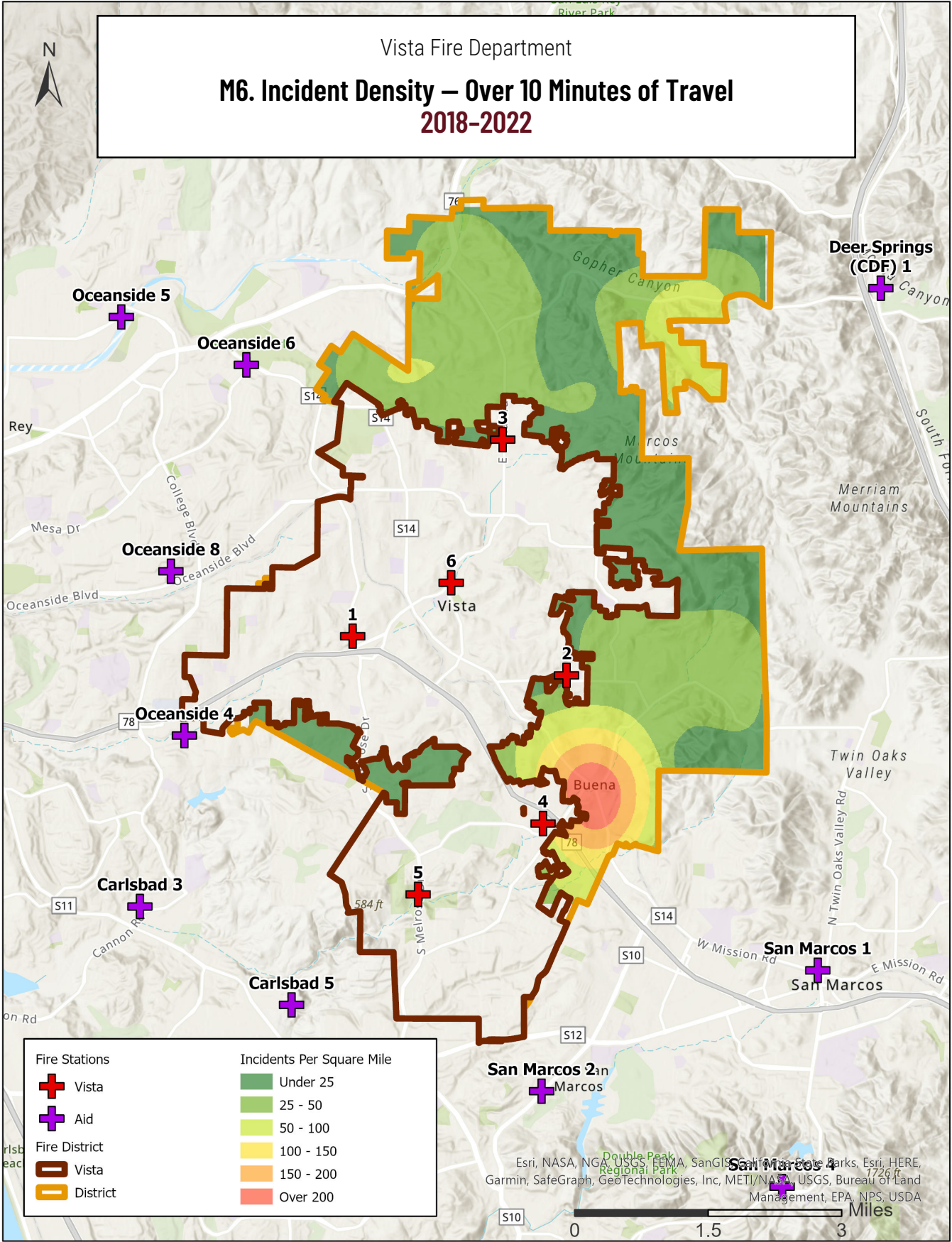


Esri, NASA, NGA, USGS, FEMA, SanGIS, San Marcos State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

0 1.5 3 Miles

Vista Fire Department

**M6. Incident Density – Over 10 Minutes of Travel  
2018-2022**



Fire Stations

Red Cross: Vista

Purple Cross: Aid

Fire District

Brown Outline: Vista

Orange Outline: District

Incidents Per Square Mile

Green: Under 25

Light Green: 25 - 50

Yellow-Green: 50 - 100

Yellow: 100 - 150

Orange: 150 - 200

Red: Over 200

Esri, NASA, NGA, USGS, FEMA, SanGIS, San Marcos State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

0 1.5 3 Miles



**VISTA FIRE PROTECTION DISTRICT**  
**Rescheduled Regular Board of Directors Meeting**  
**Minutes – June 21, 2023**

*These minutes reflect the order in which items appeared on the meeting agenda and do not necessarily reflect the order in which items were considered.*

**REGULAR AGENDA**

President Elliott called to order the regular meeting of the Vista Fire Protection District Board of Directors at 10:00 AM at the “Smart Space” conference room located at 450 South Melrose Drive, Vista CA.

1. Pledge of Allegiance

Deputy Chief Ford led the assembly in the Pledge of Allegiance.

2. Roll

Directors Present: Elliott, Fougner, Miller, Ploetz

Directors Absent: Gomez

Staff Present: Karlena Rannals, Administrative Manager; Roy Palmer, Fire Chief, Robbie Ford, Deputy Chief; and Fred Pfister, Legal Counsel

President Elliott informed the Board that pursuant to Government Code Section 54954.2(b) (2), there is a need to take action by the governing body subsequent to the agenda being posted.

AMEND AGENDA ITEM: Add New Business 9.c. (and renumber the remaining agenda items)

9. New Business

c. Meeting Change – September 13, 2023 Meeting and November 8, 2023 Meeting

To discuss and/or reschedule the September 13, 2023 Board of Directors meeting date to September 20, 2023; and November 8, 2023 Board of Directors meeting date to November 15, 2023

ACTION REQUESTED: **Reschedule**

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR MILLER, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to amend the agenda as requested.

3. Motion waiving reading in full of all Resolutions/Ordinances

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FOUIGNER, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

4. Open Discussion with the Board (Public Comment)

No one requested to speak to the Board.

5. Consent Calendar

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FOUIGNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the consent calendar as submitted:

a. *Board of Directors Minutes*

- Board of Directors minutes May 10, 2023



b. <i>Payroll Register</i>	
• Payroll paid on June 7, 2023	\$4,372.50
• Payroll taxes paid on May 8, 2023	<u>\$334.50</u>
Total	\$4,707.00

c. <i>Accounts Payable</i>	
• Accounts Payable Check 4063 thru 4073 paid June 21, 2023	\$295,911.77
• Auto withdrawal(s) paid on May 3 – June 5, 2023	<u>802.95</u>
Total	\$296,714.72

- d. *Receive and File*
- i) Fire Department Reports
    - (1) *District Fire Inspector*
    - (2) *Fire Marshal*
    - (3) *Fire Chief*
    - (4) *Fire Department Performance Report – April 2023*
  - ii) *Administrative Manager’s Report*
  - iii) *Correspondence - Incoming*
    - (1) *C.J. Brown & Company CPAs*
    - (2) *City of Vista – Notice of Availability of Surplus Land (APN: 175-223-25-00)*
    - (3) *City of Vista – Notice of Availability of Surplus Land (APN: 175-221-28-00, 175-221-29-00)*

6. Oral Report(s)

- a. *Fire Chief* – Chief Palmer reported, in addition to the written report submitted, the following:
- *Deputy Chief Announcement*: he introduced Robbie Ford, Deputy Chief of Administration. He will be the direct contact to the Fire District.
  - *Fire Chief Recruitment*: the process is ongoing, and the City is in negotiations with the potential candidate.
  - *Community WildFire Protection Plan (CWPP)*: he has a meeting scheduled for June 30 with CalFire and the Fire Safe Council to convert the CWPP from its current format to the required template.
  - *Emergency Access Road El Paso Alto*: he informed the Board of a significant issue that someone is cutting the locks off the gate to gain access to the easement. They have replaced the locks three times since the last meeting. He sought direction on this situation, as the he wanted to know, who bears the costs of the locks, who maintains the maintenance of the private road, etc. Through the discussion, the board members provided information to staff informing some easements are recorded at the County and some are licenses. Some gates were built by the District as an accommodation to the property owner for access. Legal Counsel agreed to look through his records to try and determine what recorded documents he may have in his files. Staff will need to review the documents to determine any legal obligations and report back at a future meeting.
  - *Bonsall Oaks*: Assistant Fire Marshal Vierow informed him that the development will be required to obtain a traffic impact study.
  - *FireStats*: Mr. Rottenberg is almost finished with the rough draft. He will forward to Ms. Rannals once he has received the report, and it will be subsequently forwarded in advance to the Emergency Response Times ad hoc committee.

- VTA 3 Fire Station Reconstruction: Deputy Chief Ford is the new point of contact for the construction of the station. Plans and elevations are currently under review. He anticipates that the tenant improvements for the temporary fire station will commence September/October timeframe.
- b. *Fire Marshal* – Chief Palmer anticipates that the Fire Marshal will be appointed by July 1, 2023.
- c. *Administrative Manager – Ms. Rannals*
  - Ms. Rannals informed the board that with the questions from board members on the balance paid to Anchor Point, she will withhold the check so that the matter for discussion can be added to the July agenda.
  - She reminded the Board that there is a change in meeting location for the July 12 meeting, as the normal conference room is not available. The meeting will be held at Vista City Hall, Gallery Conference Room. The meeting time did not change.
  - She informed the Board that she will be out of town from June 23 – July 3.
- d. *Legal - Mr. Pfister* – there are no pending issues to report
- e. *Fire Safe Council of Vista – Update*: Director Gomez was unable to attend due to illness. Ms. Rannals conveyed on his behalf that he is planning his first meeting, date to be determined, at the Vista Valley Country Club. The preliminary plan is to review bylaws, set the first year’s goals, timeline and the programs that they want to establish. She informed the board members that she has included grant funding, but she will work with Director Gomez on establishing a process to request the money if approved by the Board of Directors.
- f. *Board of Directors*
  - *Miller* –questioned Chief Palmer on the Emergency Response Time Report and questioned when does response times greater than 10 minutes become a concern to him. Chief Palmer’s responded noted that responses times are always monitored by the Operation’s Chief and the Fire Chief. The dispatch system always calculates the appropriate closest unit to the call; however, they can’t control the time of day for the call, the distance to the call from the responding unit, and they are not able to control the traffic. There are not a lot of options other than building a satellite fire station, noting funds are not available for this option. He suggested that the board members consider lobbying the County of San Diego for road improvements. Director Ploetz stated that he believes that the Fire Department is doing everything that they can to reach the call in a timely manner. The County of San Diego is approving development without demanding road improvements. Hence, the trend that there are more traffic and people, that ultimately generates more calls. Chief Palmer once again, assured Director Miller that the responding personnel are doing the best that they can to respond quickly to the emergency incident.
  - *Elliott* – *Report on the CSDA Chapter meeting May 18, 2023* – he along with Ms. Rannals attended the meeting. They listened to an interesting presentation from LAFCo and representatives from the Governor’s office provided information on the State of California budget. He informed the Board that he requested an update on the Municipal Service Review and Mar Vista Annexation from the Special District representative Barry Willis at the July 2023 board meeting.

*Ten-minute recess*

7. Continuing Business

a. *None*

8. Public Hearing(s)

a. *Capital Improvement Plan for the Use of Fire Mitigation Fee Revenue*

President Elliott opened and closed the public hearing. Ms. Rannals reported that there were no written comments submitted.

9. New Business

a. *Resolution No. 2023-05*

Ms. Rannals summarized the staff report provided. She reported that this is a new approved format from the County as a result of the NEXUS Study that was recently completed. She noted that by adopting the proposed resolution, the Board was approving 53% of cost (\$2,283,240) for the approved Fire Station 3 Replacement from of Fire Mitigation revenue and obligate future FMF monies to repay the General Fund currently estimated to be \$1,613,240. She responded to questions from the Board.

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FUGNER, and APPROVED to accept staff's recommendation listed in Staff Report 23-11 and ADOPTED Resolution No. 2023-05 on the following roll call vote:

AYES: Elliott, Fougner, Miller, Ploetz  
NOES: None  
ABSENT: Gomez  
ABSTAIN: None

b. *Resolution No. 2023-06*

Ms. Rannals informed the Board that this resolution is necessary to set a public hearing for the City of Vista to levy assessments on the 2023 property tax roll for collection of delinquent 2022 weed abatement charges. The three delinquent parcel owners will have until July 31, 2023 to pay the city. If it remains unpaid, then the City will levy the assessment to the property by August 10, 2023, the County of San Diego deadline.

MOTION BY DIRECTOR FUGNER, SECOND BY DIRECTOR MILLER, and ADOPTED Resolution No. 2023-06 *entitled* a Resolution of the Board of Directors of the Vista Fire Protection District Declaring its Intent to Set A Public Hearing for Collection of Delinquent Weed Abatement Charges on the following roll call vote:

AYES: Elliott, Fougner, Miller, Ploetz  
NOES: None  
ABSENT: Gomez  
ABSTAIN: None

c. *Meeting Change – September 13, 2023 Meeting and November 8, 2023 Meeting*

President Elliott requested consideration to accommodate Ms. Rannals schedule. She has a long-planned vacation in August/September, and Board Clerk training in November. The September meeting would change from September 13 to September 20, and November 8 to November 15. Ms. Rannals informed the Board that she conferred with Director Gomez on this date and confirmed his availability for both meetings.

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FUGNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to reschedule the regularly scheduled Board of Directors meeting from September 13 to September 20, and November 8 to November 15 with both meetings commencing at 10 am.

d. *Employment Contract – Karlena Rannals*

President Elliott reminded the board members that this contract was discussed in closed session at the last board meeting. The contract was written as negotiated. Ms. Rannals responded to questions from the Board.

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FUGNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve and authorize the President to execute the employment contract between Karlena Rannals and Vista Fire Protection District effective July 1, 2023.

e. *Vista Fire Protection District – Depreciation Schedule*

Ms. Rannals reported that she been working on the financials to record all transactions appropriately in QuickBooks. As she has been working through the Balance Sheet accounts, she noted transactions that have been capitalized, that does qualify as a capital item. An example would be signage. If a sign was damaged or stolen, she would not know anything about it. She reminded the Board that the District does not have a capitalization policy, although it is on the list to be completed. She and President Elliott have conferred with the District’s auditor, and as long as there is board action, she can write those items off of the balance sheet. The auditor did encourage staff to confer with legal counsel to ensure that there is no legal liability in doing so. She responded to questions from the Board.

The District’s legal counsel, Mr. Pfister, at the conclusion of the discussion did not see any legal ramifications by writing off fixed assets from the balance sheet.

MOTION BY DIRECTOR FUGNER, SECOND BY DIRECTOR MILLER, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to authorize that the Administrative Manager to fully depreciate all fixed assets and remove from the Balance Sheet.

f. *Preliminary Budget FY2023-24*

Ms. Rannals delivered a PowerPoint presentation on the Preliminary Budget for FY24. She reports that preliminary revenue projection \$4,831 (in thousands) decreased (2.4%). The revenue anticipated is primarily from the San Diego County Tax Assessor’s FY24 estimated receivables (\$4,388); the remainder is comprised of Grant, Interest and Miscellaneous revenue.

She reports that the overall Operating Budget of \$4,564 (in thousands) increased (7.6%). She summarized the expenditure changes between the proposed budget and FY23 estimated expenditures that include:

- Emergency Services – \$3,950 (+2.4%) - this is where 90% of the tax revenue goes to fund the emergency response and fire prevention services. Since property tax is expected to increase 2.4%, so should this expense.

- Personnel Cost – \$149 (+15.52%) – the overall increase is the direct result of the approval of the 8<sup>th</sup> Supplemental Amendment for the additional services of a Fire Inspector.
- Grant – \$197 – the District anticipates to receive grant money from the ARPA (American Rescue Plan Act) Grant for the reconstruction of Fire Station 3.
- Contractual/Supplies – \$89 (-9.2%) – this reduction is a direct result of services no longer provided by the contracted Treasurer
- All Other – \$160 (+14.3%) – this is a direct result in the change in business practices such as establishing an office, adding training, staff professional development, and the basic increase for all other costs.

She also provided an overview of the District’s cash position and she responded to questions from the Board.

MOTION BY DIRECTOR FOUNGNER, SECOND BY DIRECTOR PLOETZ, to approve the Preliminary Budget for FY24 as presented on the following roll call vote:

AYES:	Elliott, Fougner, Miller, Ploetz
NOES:	None
ABSENT:	Gomez
ABSTAIN:	None

President Elliott announced that the District will schedule a public hearing for adopting the Final Budget on September 20, 2023, and he further requested that the Board Clerk notify the public of the hearing according to all applicable codes.

10. Directors’ Announcements & Written Communications

Each board member in attendance thanked Chief Palmer for his service and expertise as the District’s Fire Chief since his arrival in January.

11. Adjournment

President Elliott adjourned the meeting at 12:25 pm.

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Karlana Rannals  
Board Clerk


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James F. Elliott  
President

**VISTA FIRE PROTECTION DISTRICT**  
**PAYROLL REGISTER - JUNE (Paid 07/07/23)**

Payment No.	Name	Gross
Direct		
Deposit	Elliott, James (Apr - Jun 2023)	\$ 400.00
Direct		
Deposit	Fougner, Robert (Apr - Jun 2023)	\$ 200.00
Direct		
Deposit	Gomez, Daniel (Apr - Jun 2023)	\$ 300.00
Direct		
Deposit	Miller, Read (Apr - Jun 2023)	\$ 400.00
Direct		
Deposit	Ploetz, John (Apr - Jun 2023)	\$ 400.00
Direct		
Deposit	Rannals, Karlena	<u>\$ 3,588.75</u>
		\$ 5,288.75
	Employer Payroll Taxes	
	Federal (Social Security/Medicare)	\$ 404.59
	State	<u>\$ -</u>
		<u><u>\$ 5,693.34</u></u>

**VISTA FIRE PROTECTION DISTRICT**  
**ACCOUNTS PAYABLE**  
**July 12, 2023**

Check #	PAYEE & ADDRESS	DESCRIPTION	AMOUNT
Auto Withdrawal	SmartSpace Vista (c/o SVN Vanguard) 4455 Murphy Canyon Road, Ste 200 San Diego, CA 92123	Space Rent - July 2023 <i>Paid 07-05-2023</i>	\$802.95
Auto Withdrawal	ADP, Inc.	June Payroll Fee <i>Paid on 07-09-2023</i>	\$0.00
		<b>Accounts Payable (Auto withdrawal)</b>	<b>\$802.95</b>
4077	AZTEC LANDSCAPING 7980 Lemon Grove Way Lemon Grove, Ca 91945	Emergency Access Roads, Invoice # L3149, June 2023	\$2,082.00
4078	SD CHAPTER - CSDA P.O. Box 207561 Dallas, TX 75320-7561	FY24 Dues Invoice #24-47	\$150.00
4079	LITTLE YELLOW BUDDIES 13615 Fairlane Road Valley Center, CA 92082	Serviced Hydrants June - Qty 166	\$4,482.00
4080	RANNALS, Karlena	Out of Pocket Expenses (Jun 1 - 01, 2023)	\$538.68
4081	RGM CONSULTING 815 Sierra Verde Dr. Vista, CA 92084	Monthly Maintenance (Jul 2023) Inv # 7146	\$150.00
4082	STREAMLINE P.O. Box 207561 Dallas, TX 75320-7561	Monthly Billing for Webhosting Invoice # 67009CA4-0032	\$84.00
4083	WHITE AND BRIGHT 970 Canterbury Place Escondido, CA 92025	Legal Fees - District Business Invoice #10339 (June)	\$713.30
		<b>Accounts Payable (Checks)</b>	<b>\$8,199.98</b>
	PAYROLL:		
	See Payroll Register	Employee & Directors	\$5,288.75
	U.S. TREASURY (PAYROLL TAX)	FEDERAL FORM 941-EFT VIA EFTPS-DEPOSIT	\$404.59
		<b>June Payroll Total</b>	<b>\$5,693.34</b>
		<b>Total District Expenses - June 2023</b>	<b>\$14,696.27</b>
	<b>Director</b>	<b>12-Jul-23</b>	
	I have reviewed the Accounts Payable and have determined that sufficient funds are available. The accounts		
			
	<b>Administrative Manager</b>	<b>7-Jul-23</b>	

TO: BOARD OF DIRECTORS  
FROM: James Kozakiewicz, Fire Inspector  
SUBJECT: MONTHLY ACTIVITY REPORT – FIRE  
DATE: July 6, 2023



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## Monthly Activity Summary (June 1 – July 5, 2023)

The following highlights the work activities for the reporting period:

1. Evaluated all emergency roads on 7/5/2023 with Director Ploetz.
2. Aztec Landscaping will need to address Hardell Emergency Access Road (EAR). Will coordinate with Director Ploetz.
3. Continuing to work on local entity liaison contact list.
4. Weed abatement second inspections will begin 7/10/2023.
5. El Paso Alto EAR gate chain was cut for a fourth time. Working towards resolution to stop this from happening.
6. District lock added at Fabry Lane EAR.
7. Met with DFM Connor Lenehan from Rancho Santa Fe Fire Protection District on 6/15/2023. Great opportunity to learn from a neighboring district. Discussed how they conduct inspections, service requests, public education, etc. Planning to maintain this relationship moving forward.
8. Investigated fire located at 225 Smilax Road on 7/4/2023. Fireworks (sparklers) were determined to be the cause of minimal damage made to the second-story roof. No injuries.
9. Small brush fire located at Buena Creek Road/Sugarbush Drive. Private vehicle/driver pulled over and put it out with dirt while units were in route. No injuries.
10. As of 7/10/2023, Inspector Kozakiewicz will be working a new schedule Monday through Thursday 6:30am to 5pm.
11. Inspected firework display at Brengle Terrace Park on 7/4/2023.



TO: BOARD OF DIRECTORS  
FROM: MARK VIEROW, FIRE MARSHAL  
SUBJECT: MONTHLY ACTIVITY REPORT – FIRE MARSHAL  
DATE: July 5, 2023



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## **Monthly Activity Summary (June 1 - 30, 2023)**

The following highlights the work activities for the reporting period:

1. Projects: No new projects of note.
2. Plan checks and construction inspections continue.

TO: BOARD OF DIRECTORS  
FROM: ROY PALMER, INTERIM FIRE CHIEF  
SUBJECT: MONTHLY ACTIVITY REPORT – FIRE CHIEF’S REPORT  
DATE: July 7, 2023



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## Monthly Activity Summary (June 1 – June 30, 2023)

The following highlights the work activities or significant events for the reporting period:

1. Gerard Washington from Wisconsin has been named the new Fire Chief. His anticipated start date is August 14<sup>th</sup>.
2. All four of our new hires have started their internal academy.
3. We are currently interviewing for the open BC position with one position to be filled within the next few weeks.
4. A planning meeting with Chief Butz (Fire Safe Council), Ryan Sylvia (Cal-Fire), Ed Kramer (Vista Emergency Manager), John Ploetz (VFPD), DC Ford, and Chief Palmer to convert our current CWPP to the Cal-Fire format was held on June 29<sup>th</sup>. The meeting went very well and a move-forward plan was developed.
5. Assistant Fire Marshal Mark Vierow was promoted to Fire Marshal on June 30<sup>th</sup>.
6. The BLS ambulance program is now in the development phase, with the start date of middle August.
7. Station 3—The City held a planning meeting June 30<sup>th</sup> with the City Manager, Project Manager, Engineering, Finance, DC Ford, Maia Hodge, and Chief Palmer. The purpose of this meeting was to be sure everyone was on the same page moving forward. Once the final plans are complete, the Project Manager said she would be meeting with the fire district to go over the plans and project timelines.
8. Monthly statistical reports—Tableau (the statistical repository we use) had not been updated since early May. This bank has still not been updated and without it we are unable to prepare the reports for the district. Our plan is to contact North Comm (the zone agency in charge of maintaining Tableau) after the holiday and see what can be done. Until the data is restored, the reports will be delayed.

TO: BOARD OF DIRECTORS  
FROM: KARLENA RANNALS, ADMINISTRATIVE MANAGER  
SUBJECT: MONTHLY ACTIVITY REPORT - ADMINISTRATION  
DATE: July 7, 2023



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## Activity Summary (June 1 – 30, 2023)

The following highlights my work activities for the reporting period:

1. Attended June 1 the San Diego County Fire Chiefs Installation Luncheon
2. Attended (via Zoom) June 7 the Emergency Response Time Discussion with Director's Gomez and Miller, Chief Palmer and Battalion Chief Wecklich
3. FY24 Preliminary Budget – preparation and research
4. Prepared agenda items and supporting reports for June 21 Board of Directors meeting
5. Attended June 21 Board of Directors meeting

The highlights do not include emails, phone calls, and other requests for review/comments on district topics.

Total time worked (June 1 – June 30, 2023): 65.25 hours  
Twelve-month total: **878.00**

## Future Activity

1. Development of Purchasing Policy
2. Website Refresh
3. Continue reorganization of files

### *Notice*

Please note that I will be away from the office July 15-July 21 attending the annual International Association of Administrative Professionals Summit in Orlando, Florida.

**PROFESSIONAL SERVICES AGREEMENT**  
**Consultant Services for Community Wildfire Protection Plan Update**  
**Authorizing Agreement No. 852**

THIS AGREEMENT is entered into as of the 21st day of July, 2021 by and between the Vista Fire Protection District, herein called "District," and Anchor Point Group LLC, herein called "Consultant."

Recitals

WHEREAS, DISTRICT desires to obtain professional services to update their Community Wildfire Protection Plan to include recommendations on fuel management and preparedness, and

WHEREAS, Consultant has submitted a proposal for said services dated May 2021, which offers to provide the services described above, and that includes the Consultant's relevant qualifications and experience; and

WHEREAS, Consultant hereby warrants to DISTRICT that Consultant is competent to provide the standard of care for such services described in Section 1 of this Agreement;

WHEREAS, DISTRICT desires to retain Consultant pursuant to this Agreement to provide the services described in Section 1 of this Agreement.

Agreement

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

1. Scope of Services. Subject to such direction and approvals as DISTRICT through its staff may determine from time to time, Consultant shall perform the services set out in the "Scope of Work" attached hereto as Exhibit "A" and incorporated herein by reference.
2. Time of Performance. The work described in Exhibit "A" is to be completed by Consultant not later than Ten (10) months from the effective date of this agreement. Any changes to these dates must be approved in writing by the DISTRICT's designee.
3. Compensation and Method of Payment.
  - A. Compensation. The compensation to be paid to Consultant for all professional services and reimbursable expenses as detailed in Exhibit "A" shall be Forty Nine Thousand Eight Hundred (\$49,800) ("Project Fee"), payable as provided in Subsection B.
  - B. Timing of Payment. Billing for said services shall be made on the following basis:

Authorizing Agreement No. 851 with Anchor Point  
Consultant Services

- (i) Contract signing: 25% of the Project Fee;
- (ii) DISTRICT approval of the draft Fire Potential Behavior Model: 25% of the Project Fee;
- (ii) Delivery of Draft version of updated CWPP: 25% of Project Fee;
- (iii) Delivery of Final Deliverables: 25% of Project Fee.

DISTRICT shall review Consultant's statement and pay Consultant for services rendered within 30 days of receipt of the Consultant's statement.

4. Ownership of Documents. All written materials, studies, documents, geocoding and any writings prepared by and for Consultant, its officers, employees and agents in the course of implementing this Agreement, together with all of their derivative works, shall become the sole property of the DISTRICT upon payment to Consultant for such work, and the DISTRICT shall have the sole right to use, copy, distribute and modify such materials in its sole discretion without further compensation to Consultant or to any other party. Consultant warrants and represents that it has ownership or licenses to all intellectual property incorporated in its work product that are sufficient to grant to the District all of the rights stated in this Agreement.

EXCEPTION: The National Hazard and Risk Model (No-HARM) methodology which includes certain proprietary algorithms and works. Results from Anchor Point's utilization of No-HARM for this project will become the sole property of the DISTRICT, however the No-HARM methodology and software will remain the sole ownership of Anchor Point. Any modifications made by the DISTRICT to any of the Consultant's documents or any partial use, reuse or misuse of the documents without the express written consent of the Consultant will be at the DISTRICT's sole risk and without liability to the Consultant.

5. Employment of Other Consultants, Specialists or Experts. Consultant will not employ or otherwise incur an obligation to pay other consultants, specialists or experts for services, other than the normal consultants and specialists regularly utilized by Anchor Point, without the prior written approval of the DISTRICT.
6. Interest of Members and Employees of DISTRICT. No member of the DISTRICT and no other officer, employee or agent of the DISTRICT who exercises any functions or responsibilities in connection with the carrying out of any project to which this Agreement pertains, shall have any personal interest, direct or indirect, in this Agreement, nor shall any such person participate in any decision relating to this Agreement which affects his/her personal interests or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested.

Authorizing Agreement No. 851 with Anchor Point  
Consultant Services

8. Liability of Members and Employees of DISTRICT. No member of the DISTRICT and no other officer, employee or agent of the DISTRICT shall be personally liable to Consultant or otherwise in the event of any default or breach of the DISTRICT, or for any amount which may become due to Consultant or any successor in interest, or for any obligations directly or indirectly incurred under the terms of this Agreement.
9. Indemnification of DISTRICT. Consultant hereby agrees to defend, indemnify and save harmless the DISTRICT, its officers, agents, and employees, from and against any and all claims, liability or obligations based on negligence or willful misconduct brought on account of or arising out of any acts, errors or omissions of Consultant undertaken pursuant to this Agreement. The DISTRICT has no liability or responsibility for any accident, loss or damage to any work performed under this Agreement whether prior to its completion and acceptance or otherwise.
10. Consultant Not an Agent of DISTRICT. DISTRICT retains all rights of approval and discretion with respect to the projects and undertakings contemplated by this Agreement. Consultant, its officers, employees and agents shall not have any power to bind or commit the DISTRICT to any decision.
11. Independent Contractor. It is understood that Consultant, in the performance of the work and services agreed to be performed by Consultant, shall act as and be an independent contractor and not an agent or employee of DISTRICT; and as an independent contractor, Consultant shall obtain no rights to retirement benefits or other benefits which accrue to DISTRICT's employees, and Consultant hereby expressly waives any claim it may have to any such rights.
12. Compliance with Laws.
  - A. General. Consultant shall use the standard of care in its profession to comply with all applicable federal, state and local laws, codes, ordinances and regulations. Consultant represents and warrants to DISTRICT that it has all licenses, permits, qualifications, insurance and approvals of whatsoever nature, which are legally required for Consultant to practice its profession. Consultant represents and warrants to DISTRICT that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement any licenses, permits, insurance and approvals which are legally required for Consultant to practice its profession. Consultant shall maintain a State of Colorado business license and authorized to conduct business in the State of California.
  - B. Workers' Compensation. Consultant certifies that it is aware of the provisions of the California Labor Code, which require every employee to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and Consultant certifies that it will comply with such provisions before commencing performance of this Agreement.

- C. DISTRICT Not Responsible. The DISTRICT is not responsible or liable for Consultant's failure to comply with any and all of said requirements.
13. Confidential Information. All data, documents, discussions or other information developed or received by or for Consultant in performance of this Agreement are confidential and not to be disclosed to any person except as authorized by DISTRICT, or as required by law.
14. Insurance.
- A. Minimum Scope of Insurance.
- (1) Consultant agrees to have and maintain, for the duration of the contract, a General Liability insurance policy insuring him/her and his/her firm to an amount not less than One Million Dollars (\$1,000,000.00) combined single limit per occurrence and in the aggregate for bodily injury, personal injury and property damage. DISTRICT shall be added as a named insured under this policy, which shall be primary over any other policies issued to the DISTRICT.
  - (2) Consultant agrees to have and maintain for the duration of the contract an Automobile Liability insurance policy insuring him/her and his/her staff to an amount not less than Five Hundred Thousand Dollars (\$500,000.00) combined single limit per accident for bodily injury and property damage.
  - (3) Consultant shall maintain professional errors and omissions liability insurance for protection against claims alleging negligent acts, errors or omissions which may arise from Consultant's operations under this Agreement, whether such operations be by Consultant or by its employees, subcontractors, or sub-consultants. The amount of this insurance shall not be less than One Million Dollars (\$1,000,000.00) on a claims-made annual aggregate basis.
  - (4) A Workers' Compensation and Employers' Liability policy written in accordance with the laws of the State of Colorado and providing coverage for any and all employees of Consultant:
    - (a) This policy shall provide coverage for Workers' Compensation (Coverage A).
    - (b) This policy shall also provide coverage for One Million Dollars (\$1,000,000.00) Employers' Liability (Coverage B).
  - (5) Consultant shall provide to the DISTRICT all certificates of insurance with original endorsements affecting coverage required by this paragraph. Certificates of such insurance shall be filed with the DISTRICT on or before commencement of performance of this Agreement. The DISTRICT reserves the right to require complete, certified copies of all required insurance policies at any time.

- B. General Liability.
- (1) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the DISTRICT, its officers, officials, employees or volunteers.
  - (2) Consultant's insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- C. All Coverages. Each insurance policy required in this item shall provide that coverage shall not be canceled, except after 30 days' prior written notice by certified mail, return receipt requested, has been given to the DISTRICT.
15. Assignment Prohibited. Neither the DISTRICT nor Consultant may assign any right or obligation pursuant to this Agreement. Any attempted or purported assignment of any right or obligation hereunder shall be void and of no effect.
16. Termination of Agreement.
- A. This Agreement and all obligations hereunder may be terminated at any time, with or without cause, by the DISTRICT upon written notice to the Consultant upon 30 days' written notice. Consultant may not terminate this Agreement, except in the event of non-payment after first offering 30 days' written notice and an opportunity to cure.
  - B. If Consultant fails to perform any of its material obligations under this Agreement, in addition to all other remedies provided by law, DISTRICT may terminate this Agreement immediately upon written notice, without further liability.
  - C. Upon termination with or without cause, all finished and unfinished documents, project data and reports shall, at the option of the DISTRICT, become its sole property and shall, at Consultant's expense, be delivered to the DISTRICT or to any party it may so designate.
  - D. In the event termination is without cause, Consultant shall be entitled to any compensation owing to it hereunder up to the time of such termination, it being understood that any payments are full compensation for services rendered prior to the time of payment; provided, however, that Consultant shall be entitled to compensation for work in progress at the time of termination.
17. Amendment. This Agreement constitutes the complete and exclusive statement of the Agreement to DISTRICT and Consultant. It may be amended or extended from time to time by written agreement executed by the parties hereto.
18. Litigation Costs. In the event of any dispute arising out of breach or the enforcement of this Agreement, the court in such litigation shall award reasonable costs and expenses, including attorneys' fees, to the prevailing party. In awarding attorneys' fees, the court will not be bound by any court fee schedule, but shall, if it is in the interest of justice to do so, award the full amount of costs, expenses, and attorneys' fees paid or incurred in good faith.



Authorizing Agreement No. 851 with Anchor Point  
Consultant Services

19. Time of the Essence. Time is of the essence of this Agreement, however, the Consultant shall not be held responsible for delays caused by acts outside of Consultant's control.
20. Written Notification. Any notice, demand, request, consent, approval or communications that either party desires or is required to give to the other party shall be in writing and either served personally or sent by prepaid, first class mail. Any such notice, demand, etc. shall be addressed to the other party at the address set forth herein below. Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to DISTRICT: Vista Fire Protection District  
Attention: President  
651 East Vista Way  
Vista, CA 92084

If to Consultant: Anchor Point Group LLC  
2131 Upland Avenue  
Boulder CO 80304

21. Equal Employment Opportunity. Consultant is an equal opportunity employer and agrees to comply with all applicable state and federal regulations governing equal employment opportunity. Consultant will not discriminate against any employee or applicant for employment because of race, age, sex, creed, color, sexual orientation, marital status or national origin. Consultant will take affirmative action to ensure that applicants are treated during such employment without regard to race, age, sex, creed, color, sexual orientation, marital status or national origin.
22. Waiver. No failure on the part of either party to exercise any right or remedy hereunder shall operate as a waiver of such right or remedy that party may have hereunder, or any other right or remedy under this Agreement. All waivers must be in writing and executed by the waiving party.
23. Execution. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.
24. News Releases/Interviews: All references to this Agreement or the DISTRICT by Consultant and sub-consultant in news releases, media interviews, testimony at hearings, public comment or marketing materials shall be prohibited unless expressly authorized by the DISTRICT.
25. Governing Law and Venue. This Agreement and performance of the parties obligations shall be governed exclusively by the laws of the State of California as it applies to agreements executed and performed within California, and without reference to the laws of any other jurisdiction. In the event that suit shall be brought

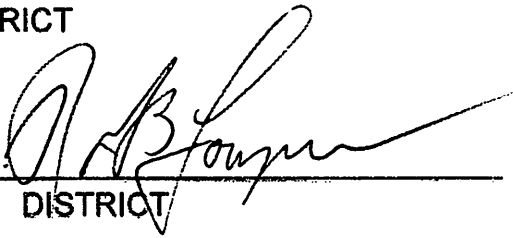
Authorizing Agreement No. 851 with Anchor Point  
Consultant Services

by either party hereunder, the parties agree that such action shall be held exclusively in the North County Branch (Vista) of the Superior Court of California For The County of San Diego.

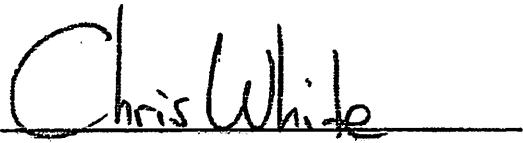
27. COVID-19. DISTRICT and Contractor recognize that due to the COVID-19 pandemic both parties must remain flexible and adjustments to the schedule may be required based on travel restrictions, the ability to obtain information and other materials from DISTRICT.

IN WITNESS WHEREOF, the DISTRICT and Anchor Point have executed this Agreement as of the date first above written.

DISTRICT

By:   
DISTRICT

ANCHOR POINT GROUP LLC.

By:   
Chris White., C.O.O.

ATTEST



## EXHIBIT A SCOPE OF WORK

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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

## **Authorizing Agreement No. 851 with Anchor Point Consultant Services**

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.**

MONTH 2020	TASK
Month 1-2	<i>Acceptance of contract</i>
Upon Contract	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
Month 2-4	CWPP Update Outline
	Interim Draft CWPP
	Finalize community hazard ratings, generate community Fire behavior potential model
	Project identification and validation
Month 5-6	Draft version of CWPP
Month 7-8	Final review of CWPP draft delivered
	Final Deliverables

## RESOLUTION NO. 2023-07

### 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 2022/23, AND ORDERING THE ASSESSMENT OF UNPAID CHARGES

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

- 1. Findings.** The Vista Fire Protection District hereby finds and declares the following:
  - A. Ordinance 18 of the Vista Fire Protection District dated June 23, 2003 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. Ordinance 18 authorizes the District, after receipt of a report of weed abatement costs and a public hearing thereon, to impose liens on the properties for the cost of the abatement that are delinquent.
  - C. On June 13, 2023, the required Report of Proceedings and Account of Costs (Fiscal Year 2022/23) with respect to the abatement of such items constituting a public nuisance was filed with the City Clerk of the City of Vista and the Vista Fire Protection District.
  - D. Notices in proper form were duly served as required by Ordinance 18, with respect to all the parcels contained in Report of Proceedings and Account of Costs, and no appeals as to any affected parcel has been filed as provided for in Ordinance 18, of the Vista Fire Protection District.
  - E. The public nuisance formerly existing upon said parcels have not been duly abated and the City 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 City 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 12, 2023, pursuant to Ordinance 18, 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 Board of Directors of the Vista Fire Protection District considered any and all protests and objections to the report.
  - H. The Board of Directors of the Vista Fire Protection District, 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 Board of Directors hereby confirms and approves the 2022/23 Report of Proceedings and Account of Costs, a copy of which is on file in the City of Vista City Clerk's Office, in all respects and with the Vista Fire Protection District.
  - B. The Board of Directors of the Vista Fire Protection District 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 roll of San Diego County.

D. The City 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 August 10, 2023. Pursuant to California Government Code Section 39580 through 39586 inclusive and the Vista Fire Protection District Ordinance 18, 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 ordinary ad valorem taxes; and if delinquent, the amount is subject to the same penalties and procedures of foreclosure and sale as provided for ordinary taxes.

**3. Adoption.** This resolution has been adopted at a meeting of the Board of Directors of the Vista Fire Protection District held on July 12, 2023, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Karlana Rannals  
Board Clerk

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James F. Elliott  
President



**Exhibit A**

**VISTA FIRE PROTECTION DISTRICT  
FISCAL YEAR 2022/2023  
REPORT OF PROCEEDINGS AND ACCOUNT OF COSTS**

**WEED ABATEMENT TAX LIENS  
2023/24 Assessment**

Special Assessment	APN	Property Cleared Address	Property Owner
\$9,115.42	181-162-14-00	1540 Cleveland Trail	Sherry L Coddington
\$2,769.98	184-102-44-00	Bluebird Canyon, Vacant Land	KB Home California, LLC
\$2,114.32	184-081-30-00	Buena Creek Rd., Vacant Land	Coddington, Sherry L
<b>\$13,999.72</b>	<b>Total</b>		