



**PUBLIC MEETING OF THE
DEER SPRINGS FIRE PROTECTION DISTRICT (DSFPD)**

October 9, 2024-Board Minutes

Open Session 4:00 p.m.

Meeting Location: DSFPD Station 1, 8709 Circle R Drive, Escondido, CA 92026

1. Call to Order, Roll Call

President Sealey-Present
Vice-President Jackson-Present
Secretary/Treasurer Kerrin-Present
Director Holley-Absent
Director Gordon-Present

2. Pledge of Allegiance-Led by President Sealey

3. Adoption of Agenda- Director Jackson moved to adopt October 9, agenda; Director Gordon seconded the motion. **Motion is adopted; 4 Ayes; 0 Noes; 1 Absent (Holley); 0 Abstain.**

4. Public Comments Period-None

5. Fire Safe Council Report-Firewise community and situational awareness is Deer Springs Fire Safe Council focus. The 2024 CWPP is scheduled for review on October 23. The Chipping Program will schedule 1 or 2 projects before winter break.

6. Approval of Minutes

- a. Regular Board Meeting September 11, 2024- Director Jackson moved to approve September 11, minutes; Director Kerrin seconded the motion. **Motion is adopted; 4 Ayes; 0 Noes; 1 Absent (Holley); 0 Abstain.**

7. Acceptance of September Finance Reports-General, Capital and Mitigation Funds

Director Jackson moved to approve September Financial Reports; Director Kerrin seconded the motion. **Motion is adopted; 4 Ayes; 0 Noes; 1 Absent (Holley); 0 Abstain.**

8. Chief's Report-Chief Morrison

- During month of September the District received 127 calls for service
- Firefighters attended annual water rescue training
- New Battalion 1 pickup has been purchased

- a. **Fire Marshal Report-** September Prevention Report included 17 Annual business inspections, 3 Fire Safety Inspections and 13 plan reviews.

- b. **Community Emergency Response Team Report-**Monthly meeting held on September 17. CERT attended the Seller's Faire on September 22. The CERT Team will attend the Open House at Station 3, Saturday October 9. October monthly meeting scheduled for the 15th, 6:30pm and November meeting scheduled for the 19, 6:30pm via zoom.

9. Committee Reports

- a. Station 2 Improvement-Directors Holley, Gordon, and Chief Morrison
Purpose: To oversee the transition of Station 2 from the existing facility to a permanent facility
Type: Ad hoc-Waiting on final review from water district. Construction trailer has been delivered to the site. The contractor estimates grading to commence in about 3-4 weeks. The Committee has authorization to sign all grading plans. The Committee will put together an updated report on estimated cost based on actual cost expended.
- b. Threats, Hazard, and Mitigations-Directors Sealey, Kerrin and Chief Morrison
Purpose: To develop the Threat and Hazard Identification and Risk Assessment (THIRA), develop the Stakeholder Preparedness Review (SPR), update the Community Wildfire Protection Plan (CWPP), and develop the Deer Springs Annex to the San Diego County Multi-Jurisdictional Hazard Mitigation Plan (MJHMP)
Type: Ad hoc-Director Sealey represented the District at the San Diego Annual Hazard Mitigation Planning Group Meeting on September 26. They reviewed process to begin the 2028 MJHMP update.
- c. Fiscal Year 2023-2024 Audit -Directors Jackson and Kerrin
Purpose: To oversee the District's participation in the Fiscal Year 2023-2024 financial audit, develop the draft Management's Discussion and Analysis, and make recommendations to the Board on any audit findings
Type: Ad hoc-The committee read the draft and any questions or concerns were answered.
- d. District Counsel Selection-Directors Jackson, Gordon and District Administrator
Purpose: Soliciting for interested parties, validating qualifications, and providing a selection recommendation to the Board
Type: Ad hoc-The committee is ready with RFI and would like to schedule a special meeting to move forward. The Committee will present results of their General Counsel selection at the November board meeting for Board approval of selection under closed session.
- e. Annexation Options Research-Directors Jackson, Gordon and District Administrator
Purpose: Research the possible benefits, rights of, and impacts to the District and its constituents if an annexation was to occur
Type: Ad hoc-This item will be discussed at the November board meeting under closed session.

10. Unfinished Business-None

11. New Business

- a. Vallecitos Water District Station 2 Easement. To support the construction of Station 2 at 1321 Deer Springs Rd, San Marcos, CA 92069, an updated easement to Vallecitos Water District is most likely required to allow access to an existing water line along the northwestern property line.

Action requested: Authorize the President to confer both temporary and permanent easements to Vallecitos Water District at Station 2 on behalf of the District that do not impede the current construction plan

Director Gordon made a motion to provide VWD an additional 8 feet to existing 1981 easement; Sign the encroachment easement with VWD and agree to a temporary construction easement; allow the president or delegated by the president to sign easements; Director Sealey seconded the motion. **Motion is adopted; 4 Ayes; 0 Noes; 1 Absent (Holley); 0 Abstain.**

- b. Resolution 24-05 Conflict of Interest Code. Pursuant to Government Code §87306.5, every two years local government agencies, including independent districts, must review their Conflict of Interest Code to see if changes are necessary. If changes are required, the revision must be submitted to the County Board of Supervisors, as the code reviewing body, for final approval. During the staff review it was determined that Code changes would be appropriate.

Action requested: Adopt Resolution 24-05, the revised Conflict of Interest Code for submission to the County Board of Supervisors for final approval

Director Jackson made a motion to approve Resolution 24-05, revised copy of Conflict of Interest Code with the modifications of removing Fire Chief, Fire Marshall and Fire Inspector; Director Kerrin seconded the motion. **Motion is adopted; 4 Ayes; 0 Noes; 1 Absent (Holley); 0 Abstain.**

- c. Fiscal Year 2023-2024 Audit. Pursuant to California Code of Regulations §1131.1 et seq. an audit of the annual financial statements is required by either the county auditor or a professional independent certified public accountant. The District maintains a contract with Nigro & Nigro, PC to perform these required audits. The initial draft audit has been provided for review and clarification. Additionally, the Fiscal Year 2023-2024 Audit Committee has provided the draft Management's Discussion and Analysis for inclusion in the Independent Auditors' Report.

Action requested: Approve the draft Management's Discussion and Analysis for inclusion in the Independent Auditors' Report


Director Sealey made a motion to provide the Audit Committee with recommended changes to the Financial Highlights of the Management's Discussion and Analysis for the Committee to make necessary changes; Director Gordon seconded the motion. **Motion is adopted; 4 Ayes; 0 Noes; 1 Absent (Holley); 0 Abstain.**

- 12. Correspondence-** Board of Supervisors held a meeting on October 8 to discuss property tax allocation for unincorporated communities. The Board approved property tax allocation of 6% for Deer Springs Fire effective fiscal year 2025-2026. Certain requirements for this funding are to modify the existing MOA, a resolution and hold public hearing.

13. Directors Comments-None

14. Adjournment

Meeting adjourned at 5:13 pm



Director Steve Kerrin
Secretary-Treasurer