



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

July 12, 2023

Open Session 4:00 p.m.

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

All agenda materials and other writings related to agenda items that are distributed to the board are available for public inspection at the District's offices located at 8709 Circle R Drive, Escondido, Ca. 92026.

1. Call to Order, Roll Call

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

2. Pledge of Allegiance

3. Adoption of Agenda

4. Public Comments Period

Any member of the public may speak on any matter that is not on the agenda. However, under State law, no decisions or actions can be taken and any such matters shall be deferred to the next meeting.

5. Fire Safe Council Report

6. Approval of Minutes

a. Regular Meeting June 14, 2023

Members of the public may submit written comments. Comments will be entered into the minutes of the meeting. In lieu of in-person attendance, members of the public are strongly encouraged to submit their comments on agenda and non-agenda items via e-mail at liz@dsfd.sdcoxmail.com. All comments submitted are sent to the members of the Board for their consideration. Written comments will be accepted until 30 minutes before the start of the meeting. Public comments that are submitted will be read into the record at the Board Meeting. The public retains the right to make comments during the course of the meeting.

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

8. Chief's Report

- a. Fire Prevention Report
- b. Community Emergency Response Team Report

9. Committee Reports

- a. Station 2 Improvement-Directors Holley, Gordon, and Chief Morrison
- b. Station 2 Temporary Facility Location-Directors Jackson and Gordon
- c. Community Wildfire Protection Plan (CWPP) and Multi-Jurisdictional Hazard Mitigation Plan (MJHMP)-Directors Sealey, Kerrin and Chief Morrison
- d. CAL FIRE & County Agreements-Directors Jackson and Sealey
- e. Station 2 Design-Build Proposal Selection Committee-Directors Sealey, Jackson, Kerrin, Gordon, Chief Morrison, and District Administrator
- f. FY 2022-2023 Audit-Directors Gordon and Kerrin

10. Unfinished Business

- a. Cooperative Fire Program Agreement between Deer Springs Fire Protection District and California Department of Forestry and Fire Protection (CAL FIRE) from July 1, 2023 to June 30, 2028

11. New Business

- a. Purchase for Station 1 pavement repair and resurfacing services (post competitive quotation vendor selection)
- b. Bylaws & Policy and Procedures Manual bi-annual review

12. Correspondence

13. Directors Comments

14. Adjournment

In compliance with the Americans with Disabilities Act (US Code Title 42), if you need special assistance to participate in a meeting, please contact the Clerk of the Board at (760)749-8001. Notification of 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.



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

June 14, 2023

Open Session 4:00 p.m.

1. Call to Order, Roll Call

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

Also in attendance Chief Morrison and Legal Counsel

2. Pledge of Allegiance-Led by President Sealey

3. Adoption of Agenda

Director Gordon moved to adopt June 14 agenda; Director Kerrin seconded the motion. **Motion is adopted; 5 Ayes; 0 Noes; 0 Absent; 0 Abstain.**

4. Public Comments Period-None

5. Fire Safe Council Report-Steve Kerrin

Sierra Rojo Camera Project is still pending, reviewing tower user agreement. The Chipping Program resumed on April 26, 2023. Fire Safe Council is working on an informative article to include in the Deer Springs Fire Safety News regarding the increase and cancellation for fire insurance. We are planning on another Open House/Fire Prevention Week in October for the community.

6. Approval of Minutes

a. Regular Meeting May 10, 2023

Director Jackson moved to approve May 10 board minutes; Director Kerrin seconded the motion. **Motion is adopted; 5 Ayes; 0 Noes; 0 Absent; 0 Abstain.**

b. Special Meeting May 24, 2023

Director Jackson moved to approve Special Meeting May 24 board minutes; Director Kerrin seconded the motion. **Motion is adopted; 5 Ayes; 0 Noes; 0 Absent; 0 Abstain.**

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

Director Holley moved to approve May Financial Reports; Director Jackson seconded the motion.
Motion is adopted; 5 Ayes; 0 Noes; 0 Absent; 0 Abstain.

8. Chief's Report

- During month of May the District received 148 calls for service
- Changes to Defensible Space Inspection Program-All properties will be inspected yearly
- Rainbow Crew trimmed trees at station 1
- Wildland preparedness drills throughout the District

a. **Fire Prevention Report-** May Prevention Report included 3 annual business inspection and 11 plan reviews.

b. **Community Emergency Response Team Report-**First annual meeting will be held June 20 via zoom.

9. Committee Reports

a. Station 2 Improvement-Directors Holley, Gordon, and Chief Morrison

Two Propriety meetings held today June 14, 2023 prior to board meeting with both Design Built Entities (DBE). Both entities will follow-up with Request for Information (RFI) within the week and Kitchell will address their requests.

b. Station 2 Temporary Facility Location-Directors Jackson and Gordon

The committee will follow-up on status with Ivy Del representatives for temporary location

c. Community Wildfire Protection Plan-Directors Sealey, Kerrin and Chief Morrison

President Sealey requested from the Board Directors to change committee name to Community Wildfire Protection Plan (CWPP) and Multi-Jurisdictional Hazard Mitigation Plan Committee.
No objections, name change confirmed

d. CAL FIRE & County Agreements-Directors Jackson and Sealey

This item discussed under Unfinished Business 10b

e. Fiscal Year 2023/2024 Budget-Directors Gordon and Kerrin

This item discussed under Unfinished Business 10a

- f. Station 2 Design-Build Proposal Selection Committee-Directors Sealey, Jackson, Kerrin, Gordon, Chief Morrison, and District Administrator-No Report

10. Unfinished Business

- a. Second reading and adoption of Fiscal Year 2023/2024 Budget

Director Jackson moved to adopt Fiscal Year 2023/2024 Budget; Director Gordon seconded the motion. **Motion is adopted; 5 Ayes; 0 Noes; 0 Absent; 0 Abstain.**

- b. Memorandum of Agreement between Deer Springs Fire Protection District and County of San Diego Public Safety Group, San Diego County Fire for cooperative operations

Director Gordon moved to approve MOA between Deer Springs Fire Protection and County of San Diego Public Safety Group, San Diego County Fire for cooperative operations; Director Holley seconded the motion. **Motion is adopted; 5 Ayes; 0 Noes; 0 Absent; 0 Abstain.**

11. New Business

- a. Resolution 23-03 Participation in the County of San Diego Fire Mitigation Fee Program Fiscal Year 2023/2024 and Adoption of the Capital Improvement Plan

Director Gordon made a motion to adopt Resolution 23-03, Participation County of San Diego Fire Mitigation Program FY 2023/2024 and adoption of Capital Improvement Plan; Director Kerrin seconded. **Motion is adopted; 5 Ayes; 0 Noes; 0 Absent; 0 Abstain.**

- b. Cooperative Fire Program Agreement between Deer Springs Fire Protection District and California Department of Forestry and Fire Protection (CAL FIRE) from July 1, 2023 to June 30, 2028

The committee received a draft copy of five year agreement which they will review and bring forward to July meeting for discussion and approval.

- c. Review proposals and select an auditing firm

Director Gordon made a motion to approve 3 year agreement, June 2023-2025 with 2 year option with Nigro & Nigro for auditing services; Director Kerrin seconded the motion. **Motion is adopted; 5 Ayes; 0 Noes; 0 Absent; 0 Abstain.**

- d. Establishment of FY 2022/2023 Audit Committee

President Sealey appointed Directors Kerrin and Gordon to Audit Committee; Board Directors confirmed appointment.

e. August 9, 2023, regular meeting date change

August 9 board meeting changed to August 2, 2023 at 4pm

12. Correspondence

The District received letter of notice from San Diego Office of County Counsel for new hourly rates for County Counsel Attorney and Paralegal Services effective July 1, 2023.

13. Directors Comments

Director Sealey reported the County of San Diego released the RFP for Ambulance Service. The County Board of Supervisors approved the nomination for Director Bret Sealey to be appointed on the San Diego County Advisory Board. Director Kerrin will redesign website, more user friendly with necessary items required to be posted on website.

14. Adjournment

Meeting adjourned at 4:59 pm

Director James Gordon
Secretary-Treasurer

Deer Springs Fire General Fund-Profit & Loss Budget vs. Actual

July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Income				
4000 · Property Taxes	596,383.25	536,751.00	59,632.25	111.1%
4010 · Standby Availability	1,938,278.63	1,935,298.00	2,980.63	100.2%
4020 · Fire Suppression Assessment	3,257,861.43	3,167,600.00	90,261.43	102.8%
4100 · Interest-General Fund	97,688.64	30,000.00	67,688.64	325.6%
4115 · Transfer in from Mitigation	50,000.00	50,000.00	0.00	100.0%
4200 · San Diego County				
4200-01 · Fire Services Fund Agreement	269,062.50	275,625.00	-6,562.50	97.6%
Total 4200 · San Diego County	269,062.50	275,625.00	-6,562.50	97.6%
4600 · Incident reimbursement				
4600-01 · First responder supplies	4,621.94	4,600.00	21.94	100.5%
4600.07 · Various Incidents	37,312.84	40,000.00	-2,687.16	93.3%
Total 4600 · Incident reimbursement	41,934.78	44,600.00	-2,665.22	94.0%
4650 · Mercy ALS Agreement	31,500.00	35,000.00	-3,500.00	90.0%
4800 · Other Income				
4800.03 · Sale 2007 Explorer	6,000.00	6,000.00	0.00	100.0%
4800 · Other Income - Other	1,295.39	0.00	1,295.39	100.0%
Total 4800 · Other Income	7,295.39	6,000.00	1,295.39	121.6%
Total Income	6,290,004.62	6,080,874.00	209,130.62	103.4%
Gross Profit	6,290,004.62	6,080,874.00	209,130.62	103.4%
Expense				
5000 · CAL FIRE Agreement	5,690,940.08	5,599,855.00	91,085.08	101.6%
5010 · Chief's discretionary	489.38	5,000.00	-4,510.62	9.8%
5020 · Insurance	58,848.00	65,000.00	-6,152.00	90.5%
5100 · Utilities - water				
5100.01 · S1	3,080.05	0.00	3,080.05	100.0%
5100.02 · S2	1,228.16	0.00	1,228.16	100.0%
5100.03 · S3	2,556.40	0.00	2,556.40	100.0%
5100 · Utilities - water - Other	0.00	9,000.00	-9,000.00	0.0%
Total 5100 · Utilities - water	6,864.61	9,000.00	-2,135.39	76.3%
5105 · Utilities - electricity				
5105.01 · S1	17,717.06	0.00	17,717.06	100.0%
5105.02 · S2	9,048.30	0.00	9,048.30	100.0%
5105.03 · S3	9,889.51	0.00	9,889.51	100.0%
5105 · Utilities - electricity - Other	0.00	35,000.00	-35,000.00	0.0%
Total 5105 · Utilities - electricity	36,654.87	35,000.00	1,654.87	104.7%
5110 · Utilities - exterminators				
5110.01 · S1	993.83	0.00	993.83	100.0%
5110.02 · S2	624.50	0.00	624.50	100.0%
5110.03 · S3	705.30	0.00	705.30	100.0%
5110 · Utilities - exterminators - Other	0.00	2,400.00	-2,400.00	0.0%
Total 5110 · Utilities - exterminators	2,323.63	2,400.00	-76.37	96.8%
5120 · Utilities - propane				
5120.01 · S1	162.46	0.00	162.46	100.0%
5120.02 · S2	1,883.91	0.00	1,883.91	100.0%
5120.03 · S3	1,317.89	0.00	1,317.89	100.0%
5120 · Utilities - propane - Other	0.00	3,500.00	-3,500.00	0.0%
Total 5120 · Utilities - propane	3,364.26	3,500.00	-135.74	96.1%

Deer Springs Fire General Fund-Profit & Loss Budget vs. Actual

July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
5125 · Utilities - trash				
5125.01 · S1	3,163.88	0.00	3,163.88	100.0%
5125.02 · S2	986.28	0.00	986.28	100.0%
5125.03 · S3	801.68	0.00	801.68	100.0%
5125 · Utilities - trash - Other	0.00	3,500.00	-3,500.00	0.0%
Total 5125 · Utilities - trash	4,951.84	3,500.00	1,451.84	141.5%
5130 · Utilities - cable				
5130.01 · S1	0.00	0.00	0.00	0.0%
5130.02 · S2	1,840.09	0.00	1,840.09	100.0%
5130.03 · S3	1,679.84	0.00	1,679.84	100.0%
5130 · Utilities - cable - Other	0.00	3,500.00	-3,500.00	0.0%
Total 5130 · Utilities - cable	3,519.93	3,500.00	19.93	100.6%
5135 · Utilities - telephone				
5135.01 · S1	2,529.59	0.00	2,529.59	100.0%
5135.02 · S2	1,597.61	0.00	1,597.61	100.0%
5135.03 · S3	1,378.22	0.00	1,378.22	100.0%
5135 · Utilities - telephone - Other	0.00	5,500.00	-5,500.00	0.0%
Total 5135 · Utilities - telephone	5,505.42	5,500.00	5.42	100.1%
5140 · Utilities - Internet				
5140.01 · S1	0.00	0.00	0.00	0.0%
5140.02 · S2	839.88	0.00	839.88	100.0%
5140.03 · S3	671.88	0.00	671.88	100.0%
5140 · Utilities - Internet - Other	0.00	2,000.00	-2,000.00	0.0%
Total 5140 · Utilities - Internet	1,511.76	2,000.00	-488.24	75.6%
5200 · Small Equipment Repair				
5200.01 · S1	540.85	0.00	540.85	100.0%
5200.02 · S2	233.56	0.00	233.56	100.0%
5200.03 · S3	136.03	0.00	136.03	100.0%
5200 · Small Equipment Repair - Other	0.00	6,800.00	-6,800.00	0.0%
Total 5200 · Small Equipment Repair	910.44	6,800.00	-5,889.56	13.4%
5210 · Building Repair				
5210.01 · S1	4,128.60	0.00	4,128.60	100.0%
5210.02 · S2	14,940.09	0.00	14,940.09	100.0%
5210.03 · S3	12,060.00	0.00	12,060.00	100.0%
5210 · Building Repair - Other	0.00	30,000.00	-30,000.00	0.0%
Total 5210 · Building Repair	31,128.69	30,000.00	1,128.69	103.8%
5215 · Ladders	1,696.14	1,500.00	196.14	113.1%
5220 · Station bay door repairs	1,582.50	5,000.00	-3,417.50	31.7%
5225 · Extrication Tools	3,144.48	5,500.00	-2,355.52	57.2%
5230 · Generator repair	3,125.09	5,000.00	-1,874.91	62.5%
5235 · AIR VAC-Exhaust System (Mainten...	1,000.00	1,000.00	0.00	100.0%
5240 · Fire extinguishers	937.00	1,200.00	-263.00	78.1%
5250 · Misc. supplies & services				
5250.01 · S1	3,217.29	0.00	3,217.29	100.0%
5250.02 · S2	2,283.96	0.00	2,283.96	100.0%
5250.03 · S3	2,923.87	0.00	2,923.87	100.0%
5250 · Misc. supplies & services - Other	0.00	12,000.00	-12,000.00	0.0%
Total 5250 · Misc. supplies & services	8,425.12	12,000.00	-3,574.88	70.2%
5260 · SCBA supplies, repairs	2,291.43	5,000.00	-2,708.57	45.8%
5270 · Pers. Protection, Rep/Repl	0.00	24,000.00	-24,000.00	0.0%

Deer Springs Fire General Fund-Profit & Loss Budget vs. Actual

July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
5300 · Vehicle maintenance & repair				
5300-02 · E211-2004 KME 8827	5,318.22	0.00	5,318.22	100.0%
5300-03 · E13-2006 KME 8013	16,577.97	0.00	16,577.97	100.0%
5300-06 · B13-2005 KME 1605	4,839.53	0.00	4,839.53	100.0%
5300-08 · U11-2010 Ford F150 2512	865.61	0.00	865.61	100.0%
5300-09 · B1-2014 Ford F250 9744	1,563.66	0.00	1,563.66	100.0%
5300-11 · E12-2017 Spartan 1363	10,061.96	0.00	10,061.96	100.0%
5300-13 · E11-2021 Ferrara 0029	10,481.22	0.00	10,481.22	100.0%
5300 · Vehicle maintenance & repair - O...	0.00	95,000.00	-95,000.00	0.0%
Total 5300 · Vehicle maintenance & repair	49,708.17	95,000.00	-45,291.83	52.3%
5310 · Fuel and oil	40,088.67	60,000.00	-19,911.33	66.8%
5320 · Radio maintenance & repair	5,196.61	5,000.00	196.61	103.9%
5330 · County 800 MHz fees	8,125.35	9,000.00	-874.65	90.3%
5340 · First responder supplies	18,960.28	20,000.00	-1,039.72	94.8%
5350 · Fire hose replacement	0.00	8,000.00	-8,000.00	0.0%
5360 · Safety Ropes	0.00	2,500.00	-2,500.00	0.0%
5370 · Hydrant maintenance	0.00	600.00	-600.00	0.0%
5400 · Grant expenditures				
5400-01 · Matching Funds	0.00	20,000.00	-20,000.00	0.0%
5400-03 · SDG&E - CERT	0.00	550.00	-550.00	0.0%
Total 5400 · Grant expenditures	0.00	20,550.00	-20,550.00	0.0%
5420 · DS Fire Safe Council	5,000.00	5,000.00	0.00	100.0%
5425 · Community Education	0.00	1,500.00	-1,500.00	0.0%
5600 · Salaries				
5600-01 · Administrator	85,102.06	86,314.00	-1,211.94	98.6%
5600-02 · Fire Prevention	0.00	35,000.00	-35,000.00	0.0%
5600-03 · Directors	8,100.00	8,000.00	100.00	101.3%
Total 5600 · Salaries	93,202.06	129,314.00	-36,111.94	72.1%
5610 · Deferred Compensation Plan				
5610-01 · Administrator	1,632.45	2,252.00	-619.55	72.5%
5610 · Deferred Compensation Plan - Ot...	0.00	0.00	0.00	0.0%
Total 5610 · Deferred Compensation Plan	1,632.45	2,252.00	-619.55	72.5%
5615 · Vacation accrual	0.00	8,256.00	-8,256.00	0.0%
5620 · Medical insurance	11,500.00	11,500.00	0.00	100.0%
5630 · Retiree benefits	13,716.40	20,000.00	-6,283.60	68.6%
5640 · Social Security, Medicare	8,362.76	7,500.00	862.76	111.5%
5660 · State unemployment taxes	112.00	150.00	-38.00	74.7%
5670 · Workers compensation	2,356.76	3,000.00	-643.24	78.6%
5700 · Administrative expenses				
5700-01 · Meetings, training & travel	750.00	4,000.00	-3,250.00	18.8%
5700-02 · Dues, subscriptions	1,036.43	2,000.00	-963.57	51.8%
5700-03 · Supplies - office	1,667.36	2,500.00	-832.64	66.7%
5700.05 · Tech Improvement	1,103.36	25,000.00	-23,896.64	4.4%
Total 5700 · Administrative expenses	4,557.15	33,500.00	-28,942.85	13.6%
5720 · Computer Equipment				
5720-01 · Hardware	2,049.94	4,000.00	-1,950.06	51.2%
5720-02 · Software	549.00	3,000.00	-2,451.00	18.3%
5720-03 · Repair	653.97	1,500.00	-846.03	43.6%
Total 5720 · Computer Equipment	3,252.91	8,500.00	-5,247.09	38.3%
5730 · Office equipment	0.00	2,500.00	-2,500.00	0.0%
5740 · Printing	1,759.63	1,500.00	259.63	117.3%
5750 · Professional services				
5750-01 · Legal	24,995.80	25,000.00	-4.20	100.0%
5750-02 · Accounting	8,632.50	9,000.00	-367.50	95.9%
5750-03 · Board of Directors Election	0.00	8,500.00	-8,500.00	0.0%
Total 5750 · Professional services	33,628.30	42,500.00	-8,871.70	79.1%

Deer Springs Fire
General Fund-Profit & Loss Budget vs. Actual
 July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
5760 · Fees & permits	1,443.00	1,500.00	-57.00	96.2%
5800 · County assessments				
5800-01 · LAFCO	3,836.12	4,200.00	-363.88	91.3%
5800-02 · Tax collections	33.48	50.00	-16.52	67.0%
5800-03 · Fire suppression	3,500.00	4,000.00	-500.00	87.5%
5800-05 · Standby & availability	4,428.19	5,000.00	-571.81	88.6%
Total 5800 · County assessments	11,797.79	13,250.00	-1,452.21	89.0%
5900 · Miscellaneous	352.15	600.00	-247.85	58.7%
6100 · Transfers out	160,000.00	160,000.00	0.00	100.0%
Total Expense	6,343,967.11	6,504,227.00	-160,259.89	97.5%
Net Income	-53,962.49	-423,353.00	369,390.51	12.7%

Deer Springs Fire
Capital Fund Profit & Loss Budget vs. Actual
 July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Income				
4105 · Capital-Interest	190,306.00	40,000.00	150,306.00	475.8%
4120 · Transfer in from General	160,000.00	160,000.00	0.00	100.0%
4200 · San Diego County				
4200-02 · OES Grants-2020	12,020.00	12,020.00	0.00	100.0%
Total 4200 · San Diego County	12,020.00	12,020.00	0.00	100.0%
4500 · Other grants				
4500.04 · Traffic Safety Grant	98,661.01	99,920.00	-1,258.99	98.7%
4500.05 · ARPA	40,664.94	40,665.00	-0.06	100.0%
4500.06 · OES-Waldron Funding	8,000,000.00	8,000,000.00	0.00	100.0%
4500.07 · ARPA-2 (Heart monitor station 1 and upgrades s...	44,221.27	51,222.00	-7,000.73	86.3%
Total 4500 · Other grants	8,183,547.22	8,191,807.00	-8,259.78	99.9%
Total Income	8,545,873.22	8,403,827.00	142,046.22	101.7%
Gross Profit	8,545,873.22	8,403,827.00	142,046.22	101.7%
Expense				
5400 · Grant expenditures				
5400-11 · SHSP Grant 2020-11 BA Bottles	12,643.39	12,020.00	623.39	105.2%
5400.13 · Extrication Equip.-OTS	100,366.66	99,920.00	446.66	100.4%
5400.16 · Extractors & Dryer-ARPA	40,664.94	40,665.00	-0.06	100.0%
5400.17 · Defibrillator E11 ARPA (Station 1 new heart mo...	43,373.28	43,374.00	-0.72	100.0%
5400.18 · HM Upgrades E12 & E13-ARPA	7,847.99	7,848.00	-0.01	100.0%
Total 5400 · Grant expenditures	204,896.26	203,827.00	1,069.26	100.5%
5500 · Capital Expenditures				
5500.01 · Apparatus	0.00	880,000.00	-880,000.00	0.0%
5500.02 · Defibrillator	0.00	45,000.00	-45,000.00	0.0%
5500.04 · Station 1 Upgrades	13,800.00	10,000.00	3,800.00	138.0%
5500.05 · Station 2 Upgrades	0.00	10,000.00	-10,000.00	0.0%
5500.06 · Station 3 Upgrades	8,000.00	10,000.00	-2,000.00	80.0%
5500.12 · Station 2 Facility				
5500.A · Geotechnical Services	17,500.00	17,500.00	0.00	100.0%
5500.12 · Station 2 Facility - Other	244,408.00	400,000.00	-155,592.00	61.1%
Total 5500.12 · Station 2 Facility	261,908.00	417,500.00	-155,592.00	62.7%
5500.14 · SCBA Package	0.00	40,000.00	-40,000.00	0.0%
5500.15 · Station 1 Concrete	0.00	100,000.00	-100,000.00	0.0%
Total 5500 · Capital Expenditures	283,708.00	1,512,500.00	-1,228,792.00	18.8%
Total Expense	488,604.26	1,716,327.00	-1,227,722.74	28.5%
Net Income	8,057,268.96	6,687,500.00	1,369,768.96	120.5%

Deer Springs Fire

7/6/23 1:20 PM

Register: 1110-01 · Calif Bank & Trust Checking

From 06/01/23 through 06/30/23

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
06/05/23	debit	CalPERS	-split-	June 23	2,939.46		62,739.07
06/05/23	8793	Edco Waste & Recyc...	-split-	May 2023	454.08		62,284.99
06/05/23	8794	Nationwide Medical ...	5340 · First responder ...	26189/ 05/04/23	61.49		62,223.50
06/05/23	8795	Life-Assist	5340 · First responder ...	1331811/1331...	1,171.99		61,051.51
06/05/23	8796	Verizon	-split-	742392332	68.18		60,983.33
06/05/23	8797	Awards By Navajo	5300 · Vehicle mainten...	0523426	32.83		60,950.50
06/06/23	debit	Employment Develo...	-split-	291-0572-3/DE...	1,608.58		59,341.92
06/06/23	eftps	California Bank & Tr...	-split-	95-3705957/94...	4,643.70		54,698.22
06/07/23			5340 · First responder ...	Deposit		1,072.41	55,770.63
06/07/23			4600 · Incident reimbu...	Deposit		4,864.20	60,634.83
06/07/23		San Diego County Fi...	1200 · Accounts receiv...			68,906.25	129,541.08
06/07/23	8798	Cox Communications	-split-	2	234.29		129,306.79
06/12/23	8799	Citi Cards	-split-	5316	4,386.76		124,920.03
06/12/23	8800	White and Bright, LLP	-split-	BM 05/10 & 0...	2,427.00		122,493.03
06/12/23	8801	Vallecitos Water Dist...	5100 · Utilities - water:...	2	96.37		122,396.66
06/12/23	8802	Deer Springs Oaks, I...	5250 · Misc. supplies ...	1801	412.50		121,984.16
06/12/23	8803	Zoll Medical Corpor...	5340 · First responder ...	4016608	2,586.81		119,397.35
06/14/23	8805	Southern Counties L...	5310 · Fuel and oil	890922	1,859.49		117,537.86
06/14/23	8806	SDG&E	-split-	2/3	1,473.48		116,064.38
06/14/23	8807	Western Exterminat...	-split-	1/2/3	228.89		115,835.49
06/14/23	8808	Canon Solutions Am...	5740 · Printing	613736	91.12		115,744.37
06/14/23	8804	Heaton, Liz A	-split-		1,949.14		113,795.23
06/15/23	8809	Gordon, James E.	-split-		277.05		113,518.18
06/15/23	8810	Holley, Brian	-split-		369.40		113,148.78
06/15/23	8811	Jackson, Mark A	-split-		461.75		112,687.03
06/15/23	8812	Kerrin, Steve	-split-		461.75		112,225.28
06/15/23	8813	Sealey, Bret	-split-		461.75		111,763.53
06/19/23	8814	MES, INC.	5260 · SCBA supplies,...	4886141/1889...	2,166.50		109,597.03
06/19/23	8815	Valley Center Water	-split-	1-3	508.63		109,088.40
06/19/23	8816	Cox Communications	-split-	1/3	583.34		108,505.06
06/26/23	8817	AT&T	-split-	1/2/3	324.65		108,180.41
06/26/23	8818	Zoll Medical Corpor...	-split-	3755451/3756...	1,186.39		106,994.02
06/26/23	8819	Life-Assist	5340 · First responder ...	1337075/1336...	1,575.75		105,418.27
06/27/23		Mercy Medical Trans...	1200 · Accounts receiv...			377.45	105,795.72
06/27/23		Stephen C. Hasty	1200 · Accounts receiv...			553.29	106,349.01
06/27/23	debit	Employment Develo...	-split-	291-0572-3/De...	823.34		105,525.67
06/27/23	eftps	California Bank & Tr...	-split-	95-3705957/94...	2,762.44		102,763.23
06/28/23	8821	Motion Telecom/Voi...	-split-	1/2	43.53		102,719.70
06/28/23	8820	Heaton, Liz A	-split-		1,949.14		100,770.56
06/29/23	8822	Edco Waste & Recyc...	-split-	June 2023	454.08		100,316.48

Deer Springs Fire

7/6/23 1:20 PM

Register: 1110-01 · Calif Bank & Trust Checking

From 06/01/23 through 06/30/23

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
06/29/23	8823	Regional Communic...	5330 · County 800 MH...	23DSPFPDN12	655.50		99,660.98
06/29/23	8824	San Diego Gas & Ele...	5105 · Utilities - electri...	1	1,736.61		97,924.37
06/29/23	8825	Western Extrication ...	5225 · Extrication Tools	2307	3,144.48		94,779.89
06/29/23	8826	Southern Counties L...	5310 · Fuel and oil	891030	1,399.63		93,380.26

Deer Springs Fire

7/6/23 2:20 PM

Register: 1100 · Cash in county treasury

From 06/01/23 through 06/30/23

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
06/19/23			-split-	Deposit			177,148.00	3,483,433.35
06/30/23			-split-	Deposit			105,119.81	3,588,553.16

Deer Springs Fire

7/6/23 2:20 PM

Register: 1111 · Capital Fund

From 06/01/23 through 06/30/23

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/07/23	2525	Construction Testing ...	5500 · Capital Expendi...	DS#2525 CTE ...	8,750.00			17,836,786...
06/09/23			4500 · Other grants:45...	Deposit			44,221.27	17,881,007...
06/19/23	2526	Kitchell/CEM, Inc.	5500 · Capital Expendi...	May Phase 3 T...	24,840.00			17,856,167...
06/19/23	2527	Kitchell/CEM, Inc.	5500 · Capital Expendi...	May DS#2527 ...	14,719.00			17,841,448...

Deer Springs Fire

7/6/23 2:21 PM

Register: 1112 · Mitigation Fund

From 01/01/23 through 06/30/23

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/17/23	dep		4030 · Mitigation Fees	2nd. qtr. 22/23		X	12,947.34	82,094.11
01/19/23			4110 · Mitigation-Inter...	Interest		X	106.95	82,201.06
03/19/23			4110 · Mitigation-Inter...	Interest		X	280.73	82,481.79
03/27/23	92	Deer Springs Fire	1100 · Cash in county t...	T0025	50,000.00	X		32,481.79
04/20/23			4030 · Mitigation Fees	3rd. qtr. 23		X	2,807.20	35,288.99
04/24/23			4110 · Mitigation-Inter...	Interest		X	95.09	35,384.08



San Diego County Fire Prevention Activity Report

Deer Springs FPD

June 2023



Date	Type	Details	Address	Comment
Plan Review				
06/06/2023	Fire Sprinkler	SFD with attached garage	10040 America Ridge Ln, Escon	1st review/ approved. Plans mailed back
06/07/2023	Building	ADU w/ Att. Garage, Det. Workshop	27867 Cougar Pass Road	PDF review - Resubmittal Required
06/07/2023	Other	Above-ground solar PV installation	8561 W Lilac Rd, Escondido, CA	1st review/ approved. Applicant notified
06/12/2023	Building	New dormitory at monastery	2499 Melru Ln, Escondido, CA 9	1st review/ correction - RESUB.
06/13/2023	Building	Detached Garage	28657 N. Twin Oaks Valley Rd	Approved
06/16/2023	Building	T-Mobile Cell site	27011 Mesa Rock Road	approved
06/20/2023	Building	Det. ADU	2467 Melru Lane	Resubmittal Required
06/26/2023	Building	ADU w/ Att. Garage, Detached Garage	27867 Cougar Pass Road	Approved
06/29/2023	Building	SFD w/Att. Garage	11291 Adagio Way	Resubmittal Required
				Amount: 9
Discretionary Projects				
06/08/2023	Discretionary	Map Modification to reduce road improvem	Birdsong Drive	Initial Review - Modification not accepte
				Amount: 1



June 2023
San Diego County Fire
Inspection Activity Report



FDID

Deer Springs FPD

Row Labels	Count of Completed
Annual	4
Boulder Oaks Country Club - 10333 Meadow Glen Way East	1
Moose Lodge - 25721 Jesmond Dene Rd	3
Fire Alarm Inspection	1
The Welk Resort - Calcutta - 8809 Chalice Dr	1
Grand Total	5



BYLAWS OF THE

DEER SPRINGS FIRE

PROTECTION DISTRICT

ARTICLE I

NAME AND PURPOSE

Section 1. Name: The name of this organization is the Deer Springs Fire Protection District (“District”). The District operates under the Fire Protection District Law of 1987, as amended, and acts through its elected Board of Directors and authorized staff.

Section 2. Purpose. The primary purpose of the District is to provide an effective level of fire protection and emergency medical services for the preservation of life and property within the District, consistent with available resources.

ARTICLE II

DISTRICT OFFICES

Section 1. Principal Office. The principal office for the transaction of the business of the District is 8709 Circle “R” Drive, Escondido, California, 92026. Branch offices may at any time be established by the Board of Directors at any place within the District boundaries.

Mailing Address. The mailing address of the District shall be as follows:

Deer Springs Fire Protection District
8709 Circle “R” Drive
Escondido, CA 92026

ARTICLE III

DIRECTORS

Section 1. Number, Qualifications, Election, or Appointment. The Board of Directors consists of five (5) members, elected, or when there is a vacancy, appointed in accordance with Fire Protection District Law of 1987, as amended, and other laws of the State of California to exercise the powers, privileges, and the duties of the District. Each member of the Board of Directors shall be a registered voter, residing in the District.

Section 2. Term. The term of office of each member of the Board of Directors shall be four (4) years or until his or her successor qualifies and takes office, as provided in Health and Safety Code section 13843.

Section 3. Powers and Duties. The Board of Directors shall have and may exercise all the powers of a fire protection district as set forth in the Fire Protection District Law of 1987, as amended, other applicable laws, and District bylaws and policies. The primary responsibility of the Board of Directors is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to professional staff of the District.

Section 4. Public Communications. Directors shall represent the official policies or positions of the District to the public, public agencies, or the media to the best of their ability, and only when officially authorized to do so. Except as otherwise officially and expressly authorized by the Board of Directors, only the President of the Board is authorized to act as the District's spokesperson and in that capacity to speak on behalf of the District. When presenting their individual opinions and positions, Directors shall explicitly state that they do not represent the District or anybody thereof, and they shall not allow the inference that they do. When making public utterances, Directors shall make it clear whether they are authorized to speak on behalf of the Board, or whether they are presenting their own views.

Section 5. Compensation. The Board of Directors may receive compensation as set forth in Health and Safety Code section 13857 or as set forth in an ordinance of the District adopted pursuant to Health and Safety Code section 13857(b).

Section 6. Vacancies. Any Board of Director vacancies shall be filled by appointment or election as prescribed in Health and Safety Code section 13852 and Government Code sections 1779 and 1780.

Section 7. Resignations. Any member of the Board of Directors may resign at any time by giving written notice to the Board of Directors or to the Clerk of the Board of Directors. Any such resignation shall take effect on the date the notice is received or any later time specified in the notice. Unless specified in the notice, the acceptance of such resignation shall not be necessary to make the resignation effective.

Section 8. Absences from Meetings. Members of the Board of Directors shall attend all regular and special meetings of the Board unless there is good cause for the absence. The term of any member of the Board of Directors shall expire if he or she is absent from three (3) consecutive regular meetings of the Board, without approval by the Board of Directors.

ARTICLE IV

MEETINGS OF DIRECTORS

Section 1. Regular Meetings. Regular meetings of the Board of the Directors of the District shall be scheduled for the second Wednesday of each calendar month at 4:00 p.m. in the Board Room of the District Office. The Board of Directors may, from time to time, change the date, time, and location of such regular meeting, by majority vote, as dictated by holiday schedules or changing circumstances.

Section 2. Special Meetings. A special meeting of the Board of Directors may be called at any time by the Board President or by a majority of the Board of Directors. Notice of such special meeting may be emailed to each member of the Board of Directors and to any local newspaper, radio, or television station requesting notice of such meetings no later than twenty-four (24) hours before the time of the meeting. The notice shall specify the time and place of the special meeting and the business to be discussed. No other business shall be considered at these meetings by the Board of Directors.

Section 3. Quorum. A majority of the Board of Directors shall constitute a quorum for the transaction of business.

Section 4. Manner of Action; Number of Votes Require for Board Action. The Board of Directors shall act only by ordinance, resolution, or motion. Except as specifically provided to the contrary in the Fire Protection District Law of 1987, as amended, a recorded vote by a majority of the total membership of the Board of Directors is required on each action.

Section 5. Public Meetings; Notices. All meetings of the Board of Directors shall be open and public, and all persons shall be permitted to attend any meeting of the Board of Directors, except as otherwise provided in the Ralph M. Brown Act, the Fire Protection District Law of 1987, as amended, and other applicable laws. The District shall comply with all public noticing required by the Ralph M. Brown Act, the Fire Protection District Law of 1987, as amended and other applicable law.

Section 6. Agenda Format; Except as otherwise provided by law or ordinance, the agenda for the regular meetings the Board of Directors shall be as follows:

1. Call to Order, Roll Call
2. Pledge of Allegiance
3. Adoption of Agenda
4. Public Comment Period
5. Fire Safe Council Report
6. Approval of the Minutes
7. Acceptance of the Finance Reports
8. Chief's Report
9. Committee Reports
10. Unfinished Business
11. New Business
12. Correspondence
13. Directors' Comments
14. Adjournment

Board President may, at his or her discretion, take items out of order at the meeting in order to facilitate the business of the Board and/or for the convenience of the public.

Section 7. Setting of Agenda. The Board President shall be in charge of setting items of business on the Board's agenda. Any Board member wishing to include an item of business on the agenda shall notify the Board President at least one week before the Board's regular meeting or at least three days before any special meeting. The Board President shall consider all such requests and, in his or her discretion, set the agenda. If an item of business requested by a Director is not placed on the agenda by the Board President, a request to place the item on a future agenda may be raised by the director under the directors' comments section of the agenda. If a majority of the Board concurs, the item shall be placed on the next regular or special agenda.

Section 8. Conducting the Meeting and Rules of Order.

The Board President shall be in charge of conducting all Board meetings. As modified by these Bylaws, the Board shall follow the most current edition of Robert's Rules of Order. Directors shall defer to the Board President for conduct of meetings but shall be free to question and discuss items on the agenda. All comments should be brief and confined to the matter being discussed by the Board.

Section 9. Public Comment; Reasonable Limitations.

The Board encourages and welcomes public comment on all items on the Board's agenda and, during the general public comment period, on any matters not on the Board's agenda but within the subject matter jurisdiction of the Board. Pursuant to the Ralph M. Brown Act, and to facilitate an orderly meeting process, the Board places the following reasonable restraints on public comment. First, public comments on any agenda item, and on general public comment period, shall be limited to three (3) minutes per speaker per agenda item. Second, any person wishing to speak on a particular agenda item shall indicate their desire to speak on that agenda item by filing out a speaker slip provided by the Clerk of the Board. For agenda items, public comment will generally be taken after the Staff presentation but before Board deliberations. However, the Board President may use discretion on when to take public comment, provided that public comment is received before action is taken on an item. Third, public comments should be addressed to the Board, and not to staff or the public. The Board may, but is not required to, direct questions raised during public comment to staff for answer at the appropriate time. Fourth, the general public comment period is only to raise issues within the Board's jurisdiction that are not on the agenda. The general public comment period shall not be used to raise issues on the agenda. Directors may make a brief response to matters raised during public comment, but no action may be taken on such matters.

Section 10. Minutes. The Clerk of the Board shall create minutes which shall be reviewed and approved by the Board. The minutes shall record the actions taken on agenda items and a brief summary of the items discussed. Directors may request for inclusion into minutes, brief comments pertinent to an agenda item, (including, if desired, a position on abstention or dissenting vote.) Such request may only be made at the meeting in which the comments are made.

Section 11. Standing and Ad Hoc Committees. The Board President may nominate such committees as are necessary to assist the Board in carrying out its duties. Each committee will consist of up to two Board members, but for standing committees, it may also include persons not serving on the Board of Directors. Ad hoc committees may only consist of two (2) Board members. Each current Committee will report its activities and recommendations during "Committee Reports" at the monthly board meeting.

Committee members shall be approved by the majority vote of the Board. Standing committees must comply with the public notice and open meeting requirements of the Ralph M. Brown Act. Standing committees are those committees that have continuing subject matter jurisdiction over an item on area of business; ad hoc committees are those committees designated to perform a single, discrete task and whose jurisdiction ends when that task is completed. Pursuant to the requirements of the Ralph M. Brown Act, ad hoc committee meetings may, but are not required to be, publicly noticed and open to all members of the public.

Section 12. Conflicts of Interest; Code of Conduct. Board members and District staff are honored with the public's trust, and must conduct all District business in an impartial, objective manner not tainted by financial conflicts of interest. Board members and District staff shall abide by the disclosure and disqualification requirements of the Fair Political Practices Act and implementing regulations, the provisions of Government Code 1090 and all other applicable rules regarding conflicts of interest. In addition, Board members shall abide by all rules of conduct duly adopted by the Board.

ARTICLE V

OFFICERS AND ELECTION OF OFFICERS

Section 1. Officers. The officers of the Board shall be the Board President, Vice President, and Secretary-Treasurer. The Board may create additional officers and elect members to these positions, provided that no member shall hold more than one office at a time.

Section 2. Election of Officers. In December of each year, the Board may select officers for the position of President, Vice-President, and Secretary-Treasurer for the following year. The Board President shall, at the December meeting, open the nominations for the officers, which may be made individually or as a slate. The Board President shall then close the nominations, and the Board shall vote to elect the officers in the following order: President, Vice-President, and Secretary-Treasurer.

Section 3. Powers and Duties of Board President. The President shall serve as the head of the Board of Directors and is responsible for approving the agenda, leading each meeting, and signing all ordinances, resolutions or other Board documents.

Section 4. Powers and Duties of Board Vice-President. If the President is absent or unable to act, the Vice President shall exercise the powers of the President as granted by these By Laws.

Section 5. Powers and Duties of Board Secretary-Treasurer. The Secretary-Treasurer is responsible for all budgets and financial projections, co-signing all resolutions, ordinances or other Board documents with the Board President and taking meeting minutes if the Clerk of the Board is not available to do so. In the absence of both the President and Vice President, the Secretary-Treasurer shall serve as the President.

Section 6. Removal and Resignation of Officers. Officers of the Board may, by majority vote of the Board, be removed from office for actions inconsistent with the Bylaws, the Code of Conduct or other applicable laws and policies. Removal from office has no effect on the Board member's status as a Board member. Officers of the Board may resign from office by providing written notice to the Board or to the Clerk of the Board. Such resignation shall be effective upon receipt, unless the written resignation provides otherwise.

ARTICLE VI

FIRE CHIEF AND DISTRICT STAFF

Section 1. Fire Chief. The Board may appoint from time to time a District Fire Chief. Except as otherwise provided in duly approved contracts of the District, applicable law, or Board action, the Fire Chief shall receive policy direction from the Board and report to the Board. Specific responsibilities of the Fire Chief shall be detailed in the Policy and Procedures Manual.

Section 2. District Administrator. The Board may appoint from time to time a District Administrator. Except as otherwise provided in duly approved contracts of the District, applicable law, or Board action, the District Administrator shall receive policy direction from the Board and report to the Board. Specific responsibilities of the District Administrator shall be detailed in the Policy and Procedures Manual.

Section 3. Other Employees. The Board may, as appropriate, appoint necessary employees, define their qualifications, duties, and provide a pay schedule for performance of their duties. Except as otherwise provided in duly approved contracts of the District, the board must approve all District employee hires.

Individual Board Members shall not routinely intervene in the day-to-day operations of the District.

Section 4. Clerk of the Board. The Board may, from time to time, designate a District employee as the Clerk of the Board. The Clerk of the Board shall assist the Board President in the preparation of the agenda, shall post the agenda and distribute agenda materials to the Board and shall have the other duties specified in these Bylaws.

ARTICLE VII

MISCELLANEOUS PROVISIONS

Section 1. Title to Property. The title to all property of the District shall be vested in the District, and the signature of any officers of the Board of Directors, authorized at any meeting of the Board of Directors, shall constitute the proper authority for the purchase or sale of property or for the investment or other disposal of funds which are subject to the control of the District.

Section 2. Amendments to Bylaws. These Bylaws may be altered, amended, repealed, added to, or deleted, by a majority vote of all of the Board of Directors in office at that time, at any regular or special meeting of the Board of Directors.

Section 3. Annual Review of Bylaws. The Board of Directors shall review the Bylaws every two years and make any changes that are necessary to be consistent with District policy, any applicable laws, or other rules and regulations connected with operation of a fire station or other facility within District jurisdiction.


Section 4. Board of Directors' Goals and Objectives. The Board shall, from time to time, review and approve Board goals and objectives.

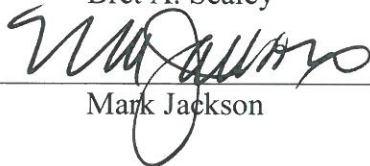
Section 5. Budget. The Board shall publish notice, hold hearings, and adopt a budget pursuant to the provisions of Health and Safety Code sections 13893-13895. Once adopted, the budget shall serve, as a delegation to the Fire Chief to expend the funds on the items designated or otherwise provided by a duly approved contract must be individually approved by the Board.

PRESIDENT'S AND SECRETARY-TREASURER'S CERTIFICATE

The undersigned hereby certifies that the undersigned are the Board President and Secretary-Treasurer of the Deer Springs Fire Protection District, that attached hereto is a true, correct and complete copy of the Bylaws of said District and that said Bylaws are in full force and effect as of the date hereof.

Dated: 05/12/2021

President: 
Bret A. Sealey

Secretary-Treasurer: 
Mark Jackson