



**PUBLIC MEETING OF THE
DEER SPRINGS FIRE PROTECTION DISTRICT (DSFPD)
November 8, 2023
Open Session 4:00 p.m.**

1. Call to Order, Roll Call

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

2. Pledge of Allegiance-Led by President Sealey

3. Adoption of Agenda

Director Kerrin moved to adopt November 8 agenda with amendments, move 11a between items 7 & 8; Director Gordon seconded the motion. **Motion is adopted; 4 Ayes; 0 Noes; 1 Absent (Jackson); 0 Abstain.**

4. Public Comments Period-No comments

5. Fire Safe Council Report-Steve Kerrin

Open House was a great success, large attendance. The last Seller's Fair will be held on November 12, we will be displaying information on historical fires within the District.

6. Approval of Minutes

a. Regular Meeting October 11, 2023

Director Holley made a motion to approve October 11 board minutes; Director Kerrin seconded the motion. **Motion is adopted; 4 Ayes; 0 Noes; 1 Absent (Jackson); 0 Abstain**

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

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

8. Chief's Report-No Report

a. **Fire Prevention Report-** October Prevention Report included 8 Annual business inspections, 3 Defensible Space, 8 Fire Alarm, 4 Fire Safety/Site inspections and 14 plan reviews.

b. **Community Emergency Response Team Report-**CERT Members supported the Open House at Station 3 on October 14. CERT will be attending the Seller's Fair on November 12. President of CERT, Marc Weissman will be attending the San Diego CERT meeting via zoom on November 14, the last meeting of the year. CERT meeting will be held on November 21

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

The Contractors are working on the design development plan and the type of septic system we will need to install. Director Holley explained the different phases/process of development plan.

b. Community Wildfire Protection Plan (CWPP) and Multi-Jurisdictional Hazard Mitigation Plan (MJHMP)-Directors Sealey, Kerrin and Chief Morrison

Purpose: To update the District's CWPP and develop a Deer Springs Annex to the San Diego County MJHMP

Type: Ad hoc-NO REPORT

c. FY 2022-2023 Audit-Directors Gordon and Kerrin

Purpose: To oversee the District's participation in the FY 2022-2023 financial audit, develop the draft Management's Discussion and Analysis, and make recommendations to the Board on any audit findings

Type: Ad hoc-No audit findings

10. Unfinished Business

a. Revision of Policy C02-Financial Responsibilities-Pending

b. Revision of Policy C04-Purchasing-Pending

11. New Business

- a. Determine tree removal plan along the property line between Station 2 and the Deer Springs Oaks Mobile Home Park; the Deer Springs Oaks Homeowners Association will provide a presentation on their concerns and recommend options for consideration

Deer Springs Oak homeowners voiced their concerns and proposals regarding the trees on Deer Springs Fire property. The District will contract with an Arborist to identify the health and safety of the trees.

- b. Approve Community Economic Solutions contract renewal to provide administration services to levy the Annual Fire Suppression Assessment for Fiscal Years 2023-24 through 2025-26

Director Gordon made a motion to renew contract with Community Economic Solutions through 2025-2026; Director Holley seconded the motion. **Motion is adopted; 4 Ayes; 0 Noes; 1 Absent (Jackson); 0 Abstain.**

- c. Approve the Fiscal Year 2022-2023 Management's Discussion and Analysis for inclusion in the Independent Auditors' Report

Director Gordon made a motion to approve Fiscal Year 2022-2023 Management's Discussion and Analysis Auditor's Report with changes identified by District Administrator; Director Holley seconded the motion. **Motion is adopted; 4 Ayes; 0 Noes; 1 Absent (Jackson); 0 Abstain.**

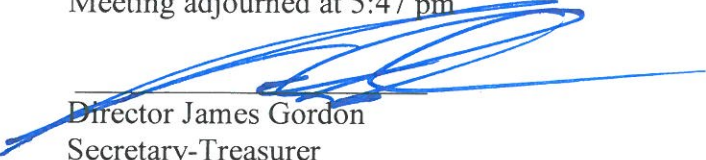
12. Correspondence-None

13. Directors Comments

Director Kerrin thanked everyone for their support for Open House. Director Holley requested to move regular board meetings from Wednesday 4pm to Tuesday 4pm. This item will be placed on the agenda for further discussion. President Sealey represented the District at a Highway Dedication for Chief Bill Clayton. Part of interstate 5 in Encinitas/Carlsbad was renamed in his honor, one of the most decorated firefighters in CAL FIRE history, twice received the Medal of Valor. Director Sealey attended the opening for station 38, Otay Mesa. We received from the state fully executed 5 year contract for CAL FIRE.

14. Adjournment

Meeting adjourned at 5:47 pm



Director James Gordon
Secretary-Treasurer