



**SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
2850 VIA ORANGE WAY, SPRING VALLEY, CA 91978**

AGENDA

WEDNESDAY, JULY 8, 2026 - 5:30 P.M.

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMENT

1. CONSENT AGENDA ITEMS

- 1.1 Approval of the Minutes – Regular Meeting of June 10, 2026
- 1.2 Quarterly Information Technology Access Log Review

2. INFORMATIONAL AGENDA ITEMS

- 2.1 Update on the San Diego County Health & Safety Act ballot initiative

3. ACTION AGENDA ITEMS

- 3.1 Approval of Director Stipends.
- 3.2 California Special Districts Association Board of Directors Election Ballot – Term 2027-2029; Seat C – Southern Network.
- 3.3 Resolution 26-30 – Consider Adoption – Confirming Weed Abatement Costs and Ordering the Collection of Special Assessments for Fiscal Year 2026/2027.
- 3.4 Investment Policy Approval – The Board will consider accepting revisions to the Board Policy Manual.

4. REPORTS

- 4.1 Committee Reports
- 4.2 Directors' Reports
- 4.3 Fire Chief Report
- 4.4 Association of San Miguel Chief Officers Communications
- 4.5 Association of San Miguel Firefighters Communications
- 4.6 Teamsters, Chauffeurs, Warehousemen, and Helpers Local 542 Communications
- 4.7 Correspondence

5. CLOSED SESSION

- 5.1 Conference with Labor Negotiator (Gov. Code §54957.6)
Agency Negotiators: Attorney Joseph Sanchez, Director McKenna, and Director Muns
 - 5.1.1 Employee Organization: Teamsters, Chauffeurs, Warehousemen and Helpers Local No. 542
 - 5.1.2 Unrepresented Employees: Fire Marshal and Administrative Officer/Finance Officer

ACTION PLAN RECAP

NEXT MEETING – Regular Meeting, Wednesday, August 12, 2026, 5:30 p.m., District Headquarters

ADJOURNMENT

PUBLIC PARTICIPATION

Members of the public may address the Board on items within the District's jurisdiction. The Board cannot take action on items not on the agenda.

ACCESSIBILITY

In compliance with the Americans with Disabilities Act, if you need accommodations to participate in this meeting, please contact the Board Clerk at (619) 670-0500 or info@sanmiguelfire.gov.

**MEETING MATERIALS
(Gov. Code §54957.5)**

Materials related to agenda items distributed to the Board are available for public inspection at the District office, online at <https://www.sanmiguelfire.gov/board-meetings>, and at the meeting.

CERTIFICATION OF POSTING

I certify that on July 2, 2026, the foregoing agenda was posted in accordance with Gov. Code §54954.2 at least 72 hours prior to the meeting, on the District's website and at a location freely accessible to the public. *Is/ Shayna Rians* **Shayna Rians, Board Clerk**

WWW.SANMIGUELFIRE.GOV

SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT REGULAR MEETING OF THE BOARD OF DIRECTORS

MINUTES

WEDNESDAY, JUNE 10, 2026 - 5:30 P.M.

Board President Muns called the meeting to order at 5:30 p.m.

BOARD MEMBERS PRESENT Directors McKenna, Muns, Nelson, Pierce (arrived at 5:43 p.m.), Raddatz, Robles, and Woodruff

BOARD MEMBERS ABSENT None

OTHERS PRESENT Fire Chief Lawler, Legal Counsel Merewitz, Deputy Chief Durrell, Division Chief Lieberman, Battalion Chief Carroll, Administrative Officer/Finance Officer Harris, Fire Marshal Newman, and Executive Assistant/Board Clerk Rians.

Director Woodruff led the Pledge of Allegiance

APPROVAL OF AGENDA

By Board Consensus, the agenda was approved.

The Agenda for the Regular Meeting of June 10, 2026, was posted at District Headquarters on Friday, June 5, 2026, at 5:00 p.m.

PUBLIC COMMENT

Barry Willis, Vice Chair of San Diego LAFCO, addressed the Board and welcomed communication and feedback regarding LAFCO matters.

1. CONSENT AGENDA ITEMS

1.1 Approval of the Minutes – Regular Meeting of May 13, 2026

1.2 Approval of Director Stipends

Upon a motion by Director Robles, second by Director Woodruff, and vote (unanimously in favor with Director Pierce absent), the Consent Agenda was approved.

2. INFORMATIONAL AGENDA ITEMS

2.1 Fire Chief Lawler provided an overview of the proposed Protect San Diego County's Health & Safety Act, a countywide one-half cent sales tax measure anticipated to appear on the November 2026 ballot. Legal Counsel Merewitz provided general guidance regarding applicable laws governing District and Board member communications concerning ballot measures. Following discussion, the Board directed staff to place the Protect San Diego County's Health & Safety Act on a future Board meeting agenda for discussion and consideration at an open and public meeting.

Director Pierce arrived at 5:43 p.m.

3. ACTION AGENDA ITEMS

3.1 Second Reading and Adoption of Ordinance 26-03 (CFD Annexation 22).

Ordinance 26-03

An Ordinance of the Board of Directors of the San Miguel Consolidated Fire Protection District Authorizing the Levy of Special Taxes in a Community Facilities District, Including Certain Annexation Territory Identified as Annexation 22 (APN 484-051-15-00), into

San Miguel Consolidated Fire Protection District Community Facilities District 2022-1

Upon a motion by Director McKenna, second by Director Pierce, and vote (unanimously in favor), further reading of Ordinance 26-03 was waived and the ordinance was introduced by title only.

Upon a motion by Director Nelson, second by Director Raddatz, and vote (unanimously in favor), Ordinance 26-03 was adopted.

3.2 Second Reading and Adoption of Ordinance 26-04 (CFD Annexation 23).

Ordinance 26-04

An Ordinance of the Board of Directors of the San Miguel Consolidated Fire Protection District Authorizing the Levy of Special Taxes in a Community Facilities District, Including Certain Annexation Territory Identified as Annexation 23 (APN 504-021-28-00), into

San Miguel Consolidated Fire Protection District Community Facilities District 2022-1

Upon a motion by Director Pierce, second by Director McKenna, and vote (unanimously in favor), further reading of Ordinance 26-04 was waived and the ordinance was introduced by title only.

Upon a motion by Director Muns, second by Director Pierce, and vote (unanimously in favor), Ordinance 26-04 was adopted.

3.3 Noticed Public Hearing and Consider Adoption of Resolution 26-20 – County Fire Mitigation Fee Program and Fiscal Year 2026/2027 Capital Improvement Plan.

President Muns opened the public hearing at **6:24 p.m.** With no public comment received, the public hearing was closed at **6:24 p.m.**

Upon a motion by Director Nelson, second by Director Woodruff, and vote (unanimously in favor), Resolution 26-20 was adopted.

3.4 Resolution 26-21 – Consider Adoption – Neighborhood Reinvestment Program Participation.

Upon a motion by Director Pierce, second by Director Nelson, and vote (unanimously in favor), Resolution 26-21 was adopted.

3.5 Resolution 26-22 – Consider Adoption – Liquidation of Surplus Equipment.

Upon a motion by Director McKenna, second by Director Raddatz, and vote (unanimously in favor), Resolution 26-22 was adopted.

3.6 Resolution 26-23 – Consider Adoption – Temporary Transfer of Funds for Fiscal Year 2026/2027.

Upon a motion by Director Robles, second by Director Woodruff, and vote (unanimously in favor), Resolution 26-23 was adopted.

3.7 Resolution 26-24 – Consider Adoption – Appropriations Limit for Fiscal Year 2026/2027.

Upon a motion by Director McKenna, second by Director Muns, and vote (unanimously in favor), Resolution 26-24 was adopted.

3.8 Resolution 26-25 – Consider Adoption – SB 1205 Fire Marshal Inspection Report.

Upon a motion by Director Robles, second by Director Woodruff, and vote (unanimously in favor), Resolution 26-25 was adopted.

3.9 Fiscal Year 2026/2027 Preliminary Budget Items

3.9.1 Resolution 26-26 – Consider Adoption – Lump Sum Payment to CalPERS.

Upon a motion by Director Nelson, second by Director McKenna, and vote (unanimously in favor), Resolution 26-26 was adopted.

3.9.2 Resolution 26-27 – Consider Adoption – Purchase of Two Used KME Type I Fire Apparatus.

Upon a motion by Director Robles, second by Director McKenna, and vote (unanimously in favor), Resolution 26-27 was adopted.

3.9.3 Resolution 26-28 – Consider Adoption – Purchase of Personal Protective Equipment (PPE).

Upon a motion by Director Pierce, second by Director Nelson, and vote (unanimously in favor), Resolution 26-28 was adopted.

3.9.4 2026/2027 Fiscal Year Preliminary Budget Presentation.

AO/FO Harris presented the Fiscal Year 2026/2027 Preliminary Budget. No action was taken.

3.9.5 Noticed Public Hearing and Consider Adoption of Resolution 26-29 – Fiscal Year 2026/2027 Preliminary Budget.

President Muns opened the public hearing at 7:02 p.m. With no public comment received, the public hearing was closed at 7:02 p.m.

Upon a motion by Director Raddatz, second by Director Robles, and vote (unanimously in favor), Resolution 26-29 was adopted.

4. REPORTS

4.1 Committee Reports

The Finance Committee (Directors Nelson, Pierce, and Robles) reviewed the preliminary budget at their last meeting, prior to it coming before the full Board.

4.2 Directors' Reports

Director Nelson reported that he recently visited Station 19 and met with the crew. He expressed hope that the District would continue making progress toward identifying a location for a new permanent Station 19.

Director McKenna thanked Battalion Chief Nava and the crew of Engine 22 for participating in Noah Homes' SummerFest, noting that the Firehouse Dinner raffle raised approximately \$2,000. She also announced that the annual Noah Homes winter event is scheduled for Saturday, December 5, 2026.

Director Pierce announced that he will be moving out of San Diego County.

4.3 Fire Chief Report – SEE ATTACHMENT A

4.4 Association of San Miguel Chief Officers Communications

Battalion Chief Blunt recognized Battalion Chief Nava for his leadership as Incident Commander of the annual County Wildland Drill for the past two years and his collaboration with allied agencies. He also reported that Sheriff's deputies had made an arson arrest related to the recent fire near the swap meet. Battalion Chief Carroll was recognized for recently serving as Safety Officer on the Border 6 Strike Team.

4.5 Association of San Miguel Firefighters Communications

None.

4.6 Teamsters, Chauffeurs, Warehousemen, and Helpers Local No. 542 Communications

Fire Inspector Israels reported that he recently presented on wildfire safety at a local Realtor-hosted event and thanked Director McKenna for her recognition of the Fire Prevention team for completing the required state-mandated inspections.

4.7 Correspondence

The District received correspondence from a resident expressing appreciation for assistance previously provided by District personnel to her late mother. The resident also expressed an interest in making a donation to the District and was referred to Division Chief Lieberman regarding the District's developing 501(c)(3) charitable foundation.

5. CLOSED SESSION

5.1 Conference with Labor Negotiator (Gov. Code §54957.6)

Agency Negotiators: Attorney Joseph Sanchez, Director McKenna, and Director Muns

5.1.1 Employee Organization: Teamsters, Chauffeurs, Warehousemen and Helpers Local No. 542

5.1.2 Unrepresented Employees: Fire Marshal and Administrative Officer/Finance Officer

Board President Muns adjourned the meeting to Closed Session at 7:27 p.m. The Board reconvened in Open Session at 7:35 p.m., with no reportable action taken.

ACTION PLAN RECAP

- Chief Lawler and Legal Counsel Merewitz to meet with Board members to provide guidance regarding permissible communications related to the Protect San Diego County's Health & Safety Act prior to the scheduled public meeting.
- Board Clerk Rians to publish post-adoption Ordinance summaries as required for CFD Annexations.

*The next Board Meeting will be a Regular Meeting on **Wednesday, July 8, 2026, at 5:30 p.m.**, District Headquarters.*

President Muns adjourned the meeting at 7:36 p.m.

Minutes approved at the Regular Meeting of the Board of Directors, San Miguel Consolidated Fire Protection District, on July 8, 2026.

Harry Muns, Board President

Attest:

Shayna Rians, Board Clerk

SMFR



FIRE CHIEF REPORT

June 10, 2026

STAFF INVOLVEMENT

- Chief Lawler and Deputy Chief Riley to California Fire, EMS, & Disaster Conference & Expo (CFED)
- Deputy Chief Riley to Grossmont Hospital Government Affairs Committee meeting
- Chief Lawler conducted internal leadership Strategic Planning meeting
- Division Chief Lieberman, AO/FO Harris attended CSDA quarterly meeting
- Chief Lawler attended Grossmont Hospital District Community Healthcare Committee meeting
- Chief Lawler and Deputy Chief Durrell met with Fire Foundation, re: grant status
- FM Newman attended Cal Chiefs Fire Marshal Section meeting.
- Inspector Israels spoke with Mt. Helix residents about wildfire safety at a realtor-hosted seminar.
- AO/FO Harris represented the District at a Cal Chiefs meeting and presented an analysis of AB 1383, including potential operational, labor, and fiscal impacts to Fire Districts.
- Division Chief Lieberman attended the Central Zone behavioral wellness section meeting.

IMPORTANT LEGISLATION / LITIGATION**CARB Advanced Clean Fleets (ACF) – Potential Impacts to San Miguel Fire & Rescue**

<u>Date</u>	<u>Requirement / Event</u>
01/01/2025	State and local government fleet requirements became effective.
06/01/2026	CARB released a second 15-day amendment package for ACF.
06/16/2026	Public comment deadline on proposed amendments.
08/01/2026 (estimate)	CARB may finalize rulemaking package and responses to comments.
01/01/2030	Current proposal generally moves remaining state and local government fleet purchases to 100% ZEV requirements, subject to final adopted language and exemptions.

POLITICAL ENGAGEMENT

- Chief Lawler - Meetings with Supervisors Anderson (District 2) and Montgomery Steppe (District 4)

COMMUNITY INVOLVEMENT

- **La Presa Elementary Spring Festival** - E16 attended, interacted with attendees, and provided engine tours.
- **Spring Garden Festival Cuyamaca College** - Fire Inspector Israels hosted a booth, and E22 attended the annual event.
- **Spring Valley Day** - E21 and BR18 provided engine tours, Engineer Arteaga and K9 Sid performed a demonstration, multiple Reserve Firefighters and Explorers assisted with our booth, Fire Services Officer Camarena assisted with set up and break down, and 4605 attended the annual event.
- **County Wildland Drill** - Multiple engines attended over a 3-day period.
- **Loma Elementary School Visit** - E15 provided fire safety message and engine tour.
- **Bancroft Elementary School Visit** - T14 provided fire safety message and truck tour.
- **Skyline Church Memorial Day Murph/5k** - E15 attended event to support the community and represent the District.
- **Noah Homes Summerfest**- E22 and B6 attended this annual event.

OTHER

- Strategic Planning Process - Dates
- Grant Funding - SAFER and AFG opened and applications submitted
- 501(c)(3)
- Fire Foundation Squad funding - \$151,000
- GMIA Annual Dinner - June 20th

ACTION AGENDA ITEM 3.1**Director Stipends**

Leah Harris, Administrative Officer/Finance Officer

STAFF REPORT**BACKGROUND**

Effective January 1, 2015, a formal payment procedure was established to pay Directors their monthly meeting stipends. To initiate the payment process, a stipend form for board meetings, training, and local meetings/events will be submitted. Heartland Training Facility meetings will be noted here for attendance purposes, but the Commission pays meeting stipends directly to commissioners.

DISCUSSION

Meetings attended during June 2026, along with any previously unclaimed eligible meetings, are listed below:

Meeting	Date	Attending Directors
Finance Committee (Special)	6/3/2026	Nelson, Pierce and Robles
Regular Board Meeting	6/10/2026	McKenna, Muns, Nelson, Pierce, Raddatz, Robles, and Woodruff
<i>SB 827 Fiscal and Financial Training</i>	<i>3/24/2026</i>	<i>Nelson</i>
<i>SB 827 Fiscal and Financial Training</i>	<i>6/17/2026</i>	<i>McKenna, Nelson, and Pierce</i>
<i>Guardrails Meeting</i>	<i>6/18/2026</i>	<i>Nelson and Raddatz</i>
<i>Guardrails Meeting</i>	<i>6/19/2026</i>	<i>Muns and Woodruff</i>
<i>Guardrails Meeting</i>	<i>6/23/2026</i>	<i>McKenna and Pierce</i>

SB 827 Fiscal and Financial Training is a mandatory training requirement for members of the District's Governing Body, and the Guardrails Meetings were scheduled as a result of the June 10, 2026 Board meeting, where it was determined the Board needed guidance on discussion parameters around another agency's potential ballot measure.

One SB 827 training attended on March 24, 2026, was not previously submitted for reimbursement and is included in this month's stipend request.

Pursuant to Board Policy 301, Board approval is required prior to payment of meeting stipends for other meetings, trainings, or conferences related to official District business. Because the SB 827 Fiscal and Financial Training and the Guardrails Meetings fall outside the recurring meetings identified in the policy, Board approval is required before stipends may be issued for attendance at those meetings.

ATTACHMENTS

- A. Stipend Short Form – June 2026

RECOMMENDATION

Approve the June 2026 Director Stipend Form, including stipends for attendance at the SB 827 Fiscal and Financial Training and Guardrails Meetings, pursuant to Board Policy 301.



San Miguel Consolidated Fire Protection District - Director Stipends (Short Form)

MEETINGS ATTENDED IN **JUNE 2026**, FOR APPROVAL AT THE BOARD MEETING ON **7/8/2026**

MEETING ATTENDED	DATE	STIPEND	☒	INDICATES STIPEND WAIVED
Special Finance Committee Meeting	6/3/2026	\$100.00	☐	Division 1 - Jeff Nelson _____ Director Signature Total Amount Due \$473.25 Stipend totals no more than 4 meetings
Regular Board Meeting	6/10/2026	\$173.25	☐	
SB 827 Training	3/24/2026	\$100.00	☐	
Guardrails Meeting	6/18/2026	\$100.00	☐	
			☐	
			☐	
Regular Board Meeting	6/10/2026	\$173.25	☐	Division 2 - Kim Raddatz _____ Director Signature Total Amount Due \$273.25 Stipend totals no more than 4 meetings
Guardrails Meeting	6/18/2026	\$100.00	☐	
			☐	
			☐	
			☐	
			☐	
Regular Board Meeting	6/10/2026	\$173.25	☐	Division 3 - Harry Muns _____ Director Signature Total Amount Due \$273.25 Stipend totals no more than 4 meetings
Guardrails Meeting	6/19/2026	\$100.00	☐	
			☐	
			☐	
			☐	
			☐	
Special Finance Committee Meeting	6/3/2026	\$100.00	☐	Division 4 - Christopher Pierce _____ Director Signature Total Amount Due \$473.25 Stipend totals no more than 4 meetings
Regular Board Meeting	6/10/2026	\$173.25	☐	
SB 827 Training	6/17/2026	\$100.00	☐	
Guardrails Meeting	6/23/2026	\$100.00	☐	
			☐	
			☐	
Regular Board Meeting	6/10/2026	\$173.25	☒	Division 5 - Theresa McKenna _____ Director Signature Total Amount Due \$0.00 Stipend totals no more than 4 meetings
SB 827 Training	6/17/2026	\$100.00	☒	
Guardrails Meeting	6/23/2026	\$100.00	☒	
			☐	
			☐	
			☐	
Special Finance Committee Meeting	6/3/2026	\$100.00	☐	Division 6 - Jesse A. Robles _____ Director Signature Total Amount Due \$273.25 Stipend totals no more than 4 meetings
Regular Board Meeting	6/10/2026	\$173.25	☐	
			☐	
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			☐	
Regular Board Meeting	6/10/2026	\$173.25	☐	Division 7 - Edward Woodruff _____ Director Signature Total Amount Due \$273.25 Stipend totals no more than 4 meetings
Guardrails Meeting	6/19/2026	\$100.00	☐	
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ATTEST

Shayna Rians, Board Clerk

Date

ACTION AGENDA ITEM 3.2**CSDA Board of Directors Election Ballot - Term 2027 - 2029; Seat C - Southern Network**

Shayna Rians, Executive Assistant/Board Clerk

STAFF REPORT**BACKGROUND**

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network they seek to represent.

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The CSDA Board of Directors is crucial to the operation of the association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the board requires one's interest in the issues confronting special districts statewide.

This election is for the CSDA Board of Directors, Southern Network, Seat C, serving a term from 2027-2029.

DISCUSSION

The candidates are:

- Nikki Winslow, District Director, Altadena Library District (Incumbent)
- Jason Dafforn, General Manager, Valley Sanitary District
- John Horst, Director, Trabuco Canyon Water District
- Melinda Sedmak, Trustee, Twentynine Palms Public Cemetery District

Ballots are due July 24, 2026 at 5:00 p.m.

FISCAL IMPACT

None.

ATTACHMENTS

- A. Candidate information sheets and statements

RECOMMENDATION

Determine which candidate the District shall vote for, and direct staff to cast ballot.



**California Special
Districts Association**
Districts Stronger Together

2027-2029 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Nikki Winslow

District/Company: Altadena Library District

Title: District Director

Elected/Appointed/Staff: Staff

Length of Service with District: 6 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

General Managers Summit 2020-2025; San Gabriel Chapter Formation Committee 2024; San Gabriel Chapter Board Vice-Chair 2025;

Legislative Day 2025; Annual Conference 2025; CSDA Board Southern Network Seat C Nov 2025-present

2. What other state-wide associations have you been involved with? (such as CSAC, ACWA, League, etc.):

California Library Association; CALPELRA; American Library Association;
Public Library Association

3. List your local government involvement (such as LAFCo, Association of Governments, etc.):

Altadena Town Council, LAFCo

4. List your involvement in civic and/or non-profit organization:

Rotary Club of Altadena; Altadena Chamber of Commerce;
Altadena Heritage; Eaton Fire Collaborative

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

2027-2029 CSDA Board Appointment – Seat C Southern Network

Candidate Statement – Nikki Winslow

I am honored to put myself forward as a candidate for the CSDA Board for the 2027-2029 term. Since my appointment to the seat in January 2026, I've familiarized myself further with CSDA Board operations and the incredible individuals who volunteer their time to advocate for the work that special districts accomplish. Being part of this team is inspiring, and I look forward to serving and representing my region on the Board for the 2027-2029 term. I believe deeply in the mission of special districts and the staff and leadership upholding this work. They provide libraries, parks, water, fire protection, vector control – and so many other vital services. Special districts are essential in strengthening California's communities, often serving as a critical connection and filling in gaps for services that would otherwise be unavailable. It is my goal to continue to advocate for policies that support sustainability, innovation, and equity for all districts across our state, and represent the interests of the Southern Seat C region on the Board.

For 6 years I have served as District Director of the Altadena Library District. In this role, I have been proud to guide our community through a period of both tremendous growth and significant challenges. Among my achievements, I successfully led the passage of a ballot measure that secured long-term, sustainable funding for our libraries, a feat accomplished in the first year of the 2020 pandemic. I oversaw the planning of our two major renovations and the reopening of our branch on the westside of Altadena in August 2025. In February of this year, our Main library closed and long-awaited renovation work will finally begin on this property. These projects ensure that our library spaces are welcoming, modern, and adaptable to community needs. And throughout 2025 I helped guide the District and our residents through the devastation of the Eaton Fire, leading recovery and rebuilding efforts while ensuring our library remained a place of connection and resilience during a time of crisis and uncertainty.

Prior to my work in Altadena, I served as Assistant Director of Glendale Library, Arts & Culture and, before that, spent nearly 15 years with the Las Vegas-Clark County Library District, where I gained deep experience in operations, branch management, and community partnership building. My educational background includes a Bachelor's in Political Science from UNLV, a Master's in Library and Information Science from the University of North Texas, and a Master's in Public Administration from Claremont Lincoln University. This academic foundation, paired with over

two decades of professional leadership, has shaped my approach to governance—one grounded in strategic leadership, ethical decision-making, and a commitment to inclusive community engagement.

Throughout my career, I have worked with diverse populations and developed programming that directly meets the needs of my community. I have helped launch ESL and citizenship training programs for new Americans, championed the expansion of digital resources, and created equitable access to services for patrons of all ages and backgrounds. In Altadena, I have also been intentional about mentoring and empowering the next generation of library leaders. I am very passionate about professional development, and look forward to advocating for uplifting aspiring leaders in our special districts.

I want to continue to serve on the CSDA Board and spotlight how special districts meet challenges where larger government agencies sometimes cannot— with adaptability and innovation built-in to their structure. Advocating for these institutions is critical in meeting the needs of our California communities and solving problems that sometimes seem impossible. I believe my experiences navigating ballot measures, leading through emergencies, and building strong community partnerships add value to the Board's work. I especially believe my perspective as a library district leader—representing a sector that touches education, workforce development, equity, and civic engagement— is critical to the future of California's social infrastructure.

My involvement with CSDA is not just within my District or on the Board, but also as leadership in my local CSDA Chapter. I currently serve as Vice-Chair of the Special District Association of San Gabriel Valley Chapter Board, and was one of its founding members. In January 2024, I was invited to participate in a meeting to explore the formation of a new CSDA chapter in the San Gabriel Valley. At the group's follow-up meeting in May 2024, I volunteered to serve on the formation committee, which successfully launched the chapter in October 2024... I was honored to host one of our chapter meetings at the Altadena Main Library, featuring Supervisor Kathryn Barger as our invited speaker in September 2025. We recently hosted a chapter mixer to encourage our special district staff and elected officials to meet, network and learn about the vital work our districts provide to fulfill the diverse needs and priorities of residents across our region.

It would be a privilege to serve a full term alongside other committed leaders on the CSDA Board for the 2027-2029 term, advocating for the sustainability of our districts, supporting collaboration across sectors, and ensuring that all voices—large, small, urban, and rural—are represented in statewide conversations. I am ready to bring my passion, experience, and vision to this role, and I would be honored to earn your support.

Sincerely,

Nikki Winslow

District Director, Altadena Library District



VOTE!

Nikki Winslow

Altadena Library District Director

for CSDA Board of Directors – Southern Network

My name is Nikki Winslow, and I am honored to be a candidate for the CSDA Board of Directors, representing the Southern Network.

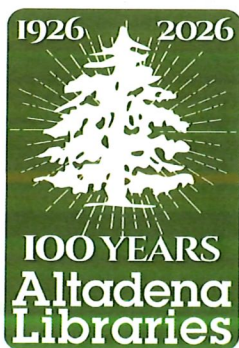
Since my appointment in November 2025, I've had the pleasure to serve with our other incredible board members who volunteer their time advocating for Special Districts. I believe deeply our Districts are essential to strengthening California communities, and my priority is to continue to advocate for policies that support sustainability, innovation, and equity for all Districts across our state.

As Director of the Altadena Library District for the past six years, I led efforts to secure sustainable funding, oversee major facility renovations, and expand access to modern, community-centered library services. I also helped guide the District and residents through the challenges of the Eaton Fire, supporting recovery efforts while ensuring the library remained a source of connection and resilience. With more than 20 years of leadership experience and advanced degrees in library science and public administration, I bring a governance approach rooted in strategic leadership, ethical decision-making, and inclusive community engagement.

Throughout my career, I've developed programs and services that expand opportunity, including ESL and citizenship training, digital resource initiatives, equitable access for diverse communities, and mentoring programs for the next generation of library leaders. As a member of the Board, I will continue to advocate for Special Districts as innovative, adaptable institutions that effectively address community needs. My experience leading ballot measures, navigating emergencies, building strong partnerships, and representing the unique perspective of library districts positions me to contribute meaningfully to the work being accomplished on the CSDA Board.

My involvement with CSDA includes leadership at the local level. As a founding member and current Vice-Chair of the Special District Association of San Gabriel Valley Chapter, I helped launch the chapter in 2024 after serving on its formation committee. I was honored to host a chapter meeting at the Altadena Main Library featuring L.A. County Supervisor Kathryn Barger and continue to build meaningful connections among Special District staff and elected officials throughout the region.

It would be a privilege to serve a full term on the CSDA Board for 2026-2028, fostering collaboration and ensuring that the perspectives of Special Districts of all sizes and communities are represented. I will bring my experience, passion, and vision to this role, and I would be honored to earn your support.



Sincerely,

Nikki Winslow

Altadena Library District Director





Altadena Libraries

BOARD OF TRUSTEES

Katie Clark
Boon Lim
Justin Mahramas
Ray Ruffin
Kameelah Wilkerson

MISSION

The Altadena Library
District brings
PEOPLE and IDEAS
together.

VISION

An Altadena where
all are learning,
growing, and thriving
together.

MAIN LIBRARY

600 E. Mariposa
Street
Altadena, CA 91001

BOB LUCAS BRANCH

2659 Lincoln
Avenue
Altadena, CA 91001

June 7, 2026

RE: Support for Nikki Winslow for the 2026-2028 CSDA Seat C Southern Network

To my fellow CSDA Southern Network members,

It is my pleasure to endorse election of Nikki Winslow to the CSDA Seat C Southern Network. Since becoming Director of the Altadena Library District in 2019, Nikki has demonstrated exceptional leadership, vision, and dedication to both our district and the broader special district community. She has represented the Southern Network with distinction on the CSDA Board, and our Board, staff, and community have the utmost confidence in her leadership. The Altadena Library District Board respectfully asks for your support and vote for Nikki Winslow before the July 24, 2026 election deadline so she may continue representing the interests of special districts throughout the Southern Network.

District Director Winslow's leadership has proven invaluable as our library district recovers from the devastating Eaton Fire. As both of our properties survived the fire, she led the safe and timely reopening of library services, collaborated with the Los Angeles County Parks and Recreation Department to staff interim camps for children displaced from their schools, joined community leaders and non-profits in spearheading Altadena recovery through the Eaton Fire Collaborative, and worked to secure the district's financial stability during recovery, building strong relationships with local and state elected officials to ensure our future budgetary needs would be preserved and backfilled.

At the same time, Nikki has continued to lead the district's major capital improvement efforts. She successfully organized and led the 2020 bond measure campaign that secured funding for the renovation and reopening of the Bob Lucas Memorial Library and the current renovation of our Main Library. The ballot measure funds were also invaluable in securing the long-term financial future and stability of the Altadena Library District, ensuring it will be a presence in the community for many years to come, and ready to serve returning and new Altadena residents.

Nikki Winslow has led under immense pressure and understands when to pivot to meet the needs of her staff, the district, and the community we serve, and this steady, strong leadership continues to carry our District forward. I am continuously impressed by her ability to balance the challenges our district faces while also maintaining active membership in our local CSDA chapter and CSDA board activities, heading professional development programs across library systems, and being active in the Altadena community beyond library district needs and truly connecting with our community and partners. She is truly committed to special districts and the work they accomplish in providing essential services to our communities. We have full confidence in backing Nikki Winslow, and believe she would be an essential asset to the CSDA Board if elected to continue serving.

Best Regards,

Trustee Kameelah Waheed Wilkerson, Board President



**California Special
Districts Association**
Districts Stronger Together

2027-2029 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jason Dafforn

District/Company: Valley Sanitary District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 2.75 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Attend CSDA Conferences, Leadership Academy, GM Summit, CSDA Legislative Days

2. What other state-wide associations have you been involved with? (such as CSAC, ACWA, League, etc.):

ACWA, CASA, NACWA

3. List your local government involvement (such as LAFCo, Association of Governments, etc.):

Collaborate with Riverside LAFCO, Coachella Valley Association of Governments (CVAG)

4. List your involvement in civic and/or non-profit organization:

Desert Recreation Foundation Board of Directors

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

Candidate Statement

My name is Jason Dafforn, and I am honored to be a candidate for the CSDA Board of Directors representing the Southern Network, including Los Angeles, Orange, San Diego, San Bernardino, Riverside, and Imperial counties.

I am a Licensed Civil Engineer with more than 30 years of experience in the water and wastewater industry, including 17 years as a utility manager for California local governments and more than 10 years serving special districts. I currently serve as General Manager of Valley Sanitary District in Indio, California.

Throughout my career, I have focused on strengthening essential public infrastructure, improving organizational performance, and leading teams to deliver practical, long-term solutions. I have a deep appreciation for the diversity of special districts and the critical services they provide, including water, wastewater, parks and recreation, fire protection, libraries, healthcare, and community services.

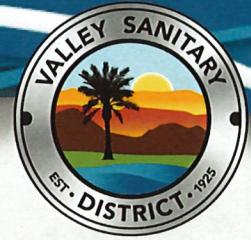
Additionally, I have actively represented special district interests through legislative advocacy, participating in multiple policy and legislative trips to Sacramento and Washington, D.C. over the past several years. These efforts have focused on engaging directly with state and federal policymakers to advance the needs and priorities of special districts across California.

I also serve on the Board of Directors of the Desert Recreation Foundation, a nonprofit organization supporting the Desert Recreation District, where we help expand access to quality recreational programs and facilities throughout the Coachella Valley. The Foundation was recently awarded the 2026 California Nonprofit of the Year for Senate District 18.

If elected, I will bring a strategic, pragmatic perspective to the CSDA Board of Directors and work collaboratively to ensure CSDA remains a strong, effective advocate and resource for its members. Together, we can continue to strengthen special districts and the communities they serve.

Thank you for your support.

Jason Dafforn, PE
General Manager, Valley Sanitary District



JASON DAFFORN

General Manager, Valley Sanitary District

Vote Jason Dafforn for CSDA Board of Directors – Southern Network

Dear CSDA Southern Network Members,

My name is Jason Dafforn, and I am excited to announce my candidacy for the CSDA Board of Directors representing the Southern Network.

Over the past several years, I have had the privilege of serving as General Manager of Valley Sanitary District in Indio, California, while also becoming deeply engaged in advocacy efforts on behalf of special districts both in Sacramento and Washington, D.C. Through this advocacy work, I have seen firsthand how important strong representation, collaboration, and relationship building are to the future of local agencies across California.

In addition to my role at Valley Sanitary District, I currently serve as President of the Special Districts Association of Riverside County (SDARC) the local affiliate of CSDA representing all types of special districts in Riverside County, I am also a member of the Desert Recreation Foundation Board of Directors, providing financial assistance to the largest recreation district in California. This commitment to local engagement has further strengthened the results of my public service and regional collaboration.

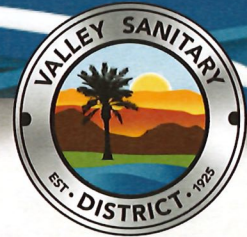


As a licensed Civil Engineer with more than 30 years of experience in the water and wastewater industry, including nearly two decades in executive leadership roles for local government agencies and special districts, I understand the operational, financial, regulatory, and workforce challenges districts are facing today. Rising costs, aging infrastructure, increasing mandates, and public expectations continue to place pressure on districts of every size and service type.

These challenges require leaders who are not only experienced in operations, but who are willing to actively advocate for special districts at the state and federal level.

Over the last few years, I have worked to build strong relationships with legislators, agency leaders, and policy makers in Sacramento and Washington, D.C. Those relationships have already produced meaningful results for Valley Sanitary District and our region. One example is the District's Recycled Water Project, which received approximately \$1.9 million in federal support through the advocacy and assistance of Senator Adam Schiff's office. That funding helps move forward a critical infrastructure project that will strengthen water sustainability and long-term resiliency for our community.

In addition to securing critical funding opportunities, I helped guide the District through a successful five-year wastewater rate adjustment process that included an extensive public outreach effort far beyond the minimum legal requirements, including community meetings, presentations, open houses, and direct engagement with residents



and stakeholders throughout our service area. Despite serving more than 90,000 residents, the Proposition 218 process concluded with only three written protests submitted, reflecting the importance of proactive communication, accountability, and building trust with the communities we serve.

I believe these types of relationships and advocacy efforts are essential for all special districts as we compete for limited funding opportunities, navigate increasing regulatory requirements, and work to deliver reliable services to the communities we serve.

My goal on the CSDA Board is simple: to be a strong and active voice for special districts throughout the Southern Network and across California. I want to help ensure districts have the representation, resources, advocacy, and support necessary to succeed in an increasingly complex environment.

I also believe Southern California districts deserve stronger representation within CSDA leadership. Our agencies face unique challenges tied to rapid growth, infrastructure demands, workforce recruitment, water reliability, affordability, and regional development. I would be proud to bring that perspective to the Board while also representing the broader interests of all special districts, regardless of size or service type.

Throughout my career, I have believed deeply in public service and the essential role special districts play in everyday life. Whether it is water, wastewater, fire protection, parks and recreation, healthcare, cemetery, irrigation, community services, or vector control districts, our agencies provide critical services that communities rely on every single day.

I am passionate about helping special districts remain strong, resilient, and supported for the future. I would be honored to earn your support and the opportunity to serve on the CSDA Board of Directors.

Thank you for your consideration.

Jason Dafforn, PE
General Manager
Valley Sanitary District
Indio, California



California Special
Districts Association
Districts Stronger Together

2027-2029 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: John Horst

District/Company: TCWD

Title: Director

Elected/Appointed/Staff: _____

Length of Service with District: 1 1/2 yrs

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Not at this time. I am assigned as a board representative but have not been given permission to attend yet.

2. What other state-wide associations have you been involved with? (such as CSAC, ACWA, League, etc.):

ACWA

3. List your local government involvement (such as LAFCo, Association of Governments, etc.):

None at this time

4. List your involvement in civic and/or non-profit organization:

SCRA, TCWD

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

Candidate Statement – John Horst

My name is John Horst, and I'm running as a candidate for the California Special Districts Association in the Southern Network.

I am proud to stand as a candidate committed to strengthening the vital role special districts play in serving our communities. Special districts are the backbone of local government—providing essential services like water, fire protection, sanitation, and infrastructure that directly impact our daily lives. Across California, these districts are trusted, community-driven, and accountable to the people they serve.

As a current Director of the Trabuco Canyon Water District, I have focused on protecting taxpayer dollars, improving transparency, and ensuring reliable, high-quality water services. I serve on the Finance and Audit Committee, helping maintain fiscal discipline, and I chair the Outreach Committee to improve communication, so residents stay informed and engaged.

My background in business and operations shapes how I approach public service. I've built my career solving problems, improving efficiency, reducing costs, and strengthening organizations from within. I understand how to manage budgets, support teams, and make decisions that lead to long-term stability and success.

I'm not a career politician—I bring entrepreneurial experience, a strong work ethic, and a commitment to results. I ask tough questions, seek practical solutions, and stay focused on what matters most: serving our community responsibly.

I respectfully ask for your vote.

John Horst

for CSDA Board of Directors - Southern Network



Dear Fellow Special District Board Members and Community Leaders,

I am writing to respectfully ask for your support and vote for my candidacy to the California Special Districts Association Board of Directors.

Special districts are the backbone of local service in California that serve our communities through libraries, cemeteries, water systems, parks, fire protection, healthcare, or other essential public services.

Special districts—large and small—play a critical role in maintaining the quality of life for our residents. Yet too often, the voices of smaller districts can be overshadowed by larger agencies with greater staffing and resources. In my career, I have continuously stood up to the “big guy” and have found ways to make the small voice roar. I believe smaller districts deserve strong, effective representation that ensures they are heard and respected in statewide discussions and decision-making.

As a representative on the CSDA Board, I will advocate for:

- Strong representation for small and rural districts
- Fair access to funding, training, and legislative support
- Practical solutions that recognize the operational realities of smaller agencies
- Increased collaboration among districts serving diverse local needs
- Protection of local control and accountability

I want to work toward expanding access to State project funding for small districts based on the merit and community value of their projects — not simply on their size, staffing, or ability to navigate complex grant requirements.

I understand the challenges that small districts face — limited budgets, increasing regulatory demands, infrastructure needs, and the responsibility to do more with fewer resources. These challenges require leadership that listens, communicates, and works collaboratively on behalf of all districts, regardless of size.

Together, we can strengthen the future of special districts and continue delivering vital services to the communities that depend on us every day.

Thank you for your consideration and for your continued service to the public.

John Horst
Director, Trabuco Canyon Water District



jhorst@tcwd.ca.gov





2027-2029 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Melinda Sedmak

District/Company: 29 Palms Public Cemetery District

Title: Trustee

Elected/Appointed/Staff: Appointed

Length of Service with District: 1 year

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I am actively engaged with CSDA through participation in member discussions, governance resources, and ongoing professional development focused on special district operations and best practices. My current and planned involvement includes:

- Participation in CSDA member forums addressing small and rural district challenges, including records management and operational efficiency
- Continued use of CSDA governance resources and training materials to support board effectiveness
- Planned attendance at the Special District Leadership Academy, San Diego, May 11–14, 2026
- Commitment to complete all four modules, and 10 continuing education hours to earn the Certificate in Special District Governance

2. What other state-wide associations have you been involved with? (such as CSAC, ACWA, League, etc.):

- California Notary Public
- California Teachers Association (CTA)
- National Association of Legal Assistants (NALA)
- Phi Theta Kappa (PTK) - Southwest Regional Vice President of Nevada/California Region of Phi

3. List your local government involvement (such as LAFCo, Association of Governments, etc.):

I currently serve as a Trustee for the Twentynine Palms Public Cemetery District, where I participate in governance, policy oversight, and the responsible stewardship of public resources. My role includes supporting compliance with applicable laws, contributing to long-term planning, and ensuring operational sustainability within a small, rural district. I also actively engage in local government and community leadership efforts within San Bernardino County, with a focus on transparency, collaboration, and effective service delivery.

4. List your involvement in civic and/or non-profit organization:

My civic and community involvement reflects a commitment to public service, election integrity, and community outreach:

- Poll Worker Supervisor, Twentynine Palms, (3 years)
- Deputy Registrar, State of Arizona (6 years)
- Notary Public, California (3 years)
- Notary Public, Arizona (6 years)
- Precinct Captain for Political Committeemen, Arizona Legislative District 23 (4 years)
- “Hope Responder,” Hope Response, Inc. (Non-Profit-501c3) supporting outreach to immigrant communities & disaster response efforts across California/Arizona (10 years)
- Member, Business Network International (BNI), Hi-Desert, focused on professional collaboration & local business development (3 years)
- Volunteer, Inspiration’s Edge and Theatre 29, Twentynine Palms, supporting community events & engagement (2026)

Candidate Statement for Melinda Sedmak

Special districts serve as the foundation of local governance, providing essential services that directly impact the daily lives of the communities they serve. As a Trustee for the Twentynine Palms Public Cemetery District, I have developed a strong commitment to responsible governance, transparency, and the stewardship of public resources, particularly within a small, rural district that faces unique operational and financial challenges.

Cemetery districts represent a distinct and often underrepresented sector within special districts. These districts carry a profound public trust, preserving history, honoring families, and maintaining spaces of lasting community significance. At the same time, rural districts in the High Desert and Inland Empire regions frequently operate with limited resources and minimal representation at the statewide level. I am committed to ensuring that these voices are included in broader discussions affecting special districts across California.

My professional background as a managing paralegal in estate planning, trusts, and probate has provided me with a strong foundation in legal compliance, fiduciary responsibility, and long-term planning. Combined with my experience in civic leadership and election oversight, I bring a perspective grounded in accountability, structure, and public service.

I am actively engaged with CSDA resources and intend to attend the Special District Leadership Academy in San Diego in May 2026 to complete all four governance modules and work toward earning the Certificate in Special District Governance. I am prepared to commit the time and effort required to fulfill the responsibilities of serving on the CSDA Board of Directors, including participation in meetings, committees, and statewide initiatives.

I respectfully seek the opportunity to represent the Southern Network and to contribute a thoughtful, balanced perspective that supports all special districts, particularly those in rural and underserved regions.

ACTION AGENDA ITEM 3.3**Fixed Special Assessments – Weed Abatement**

Jon Newman, Fire Marshal

Leah Harris, Administrative Officer/Finance Officer

STAFF REPORT**BACKGROUND**

The Board of Directors reviews the properties that our hazard abatement contractor has been forced to abate on an annual basis. Attached is a list of lawfully abated properties for which the contractor did not receive payment.

Our administrative charge reflects no increase from the prior fiscal year. The rate associated with these fixed special assessments is \$292 per parcel.

DISCUSSION

An audit was conducted on the list provided by Fire Prevention Services to strengthen oversight of the weed abatement program and to validate the accuracy of records maintained by our hazard abatement contractor. The audit confirmed that all residents received proper notification and that all associated charges for abatement services were accurately assessed and appropriately applied.

FISCAL IMPACT

Anticipated reimbursement to the District for costs associated with weed abatement during Fiscal Year 2026/2027 is \$12,264.

ATTACHMENTS

- A. List of abated parcels
- B. Resolution 26-30

RECOMMENDATION

Adopt Resolution 26-30, approving the list provided by Fire Prevention Services for tax lien that will be uploaded to the County of San Diego system for processing.



San Miguel Fixed Charge Special Assessment Tax Year 2026-2027

Parcel	Assessment Amount	Admin Charge	Total Assessed	Site Address	Owner	Mailing Address	City	State	Zip
399-131-01-00	\$21,441.04	\$292.00	\$21,733.04	1490 MONTANA SERENA CT, EL CAJON	ROBLES PEDRO E V D E & LEAL NORMA S T	4492 CAMINO DE LA PLZ #2049	SAN YSIDRO	CA	92173
497-115-36-00	\$6,859.30	\$292.00	\$7,151.30	10841 FUERTE DR, LA MESA	NEWENDYKE RICHARD D	10841 FUERTE DR	LA MESA	CA	91941
501-245-03-00	\$888.94	\$292.00	\$1,180.94	3641 S CORDOBA AVE, SPRING VALLEY	ALEXANDER EVALDAS	12515 WOODSIDE AVE	LAKESIDE	CA	92040
501-382-03-00	\$888.94	\$292.00	\$1,180.94	4318 LOMO DEL SUR, LA MESA	HE CUILING	4318 LOMO DEL SUR	LA MESA	CA	91941
502-021-03-00	\$21,419.52	\$292.00	\$21,711.52	4334 DAMON LN, EL CAJON	COOKE HELEN T	4334 DAMON LN	EL CAJON	CA	92020
503-173-13-00	\$894.92	\$292.00	\$1,186.92	3215 FAIRWAY DR, LA MESA	MASSIE ERIC G SEPARATE PROPERTY TR	3215 FAIRWAY DR	LA MESA	CA	91941
503-173-14-00	\$9,268.26	\$292.00	\$9,560.26	0 FAIRWAY DR, LA MESA	HAYDEN MICHAEL JEFFREY	1485 WINDCHIME AVE	CHULA VISTA	CA	91913
503-392-35-00	\$2,971.08	\$292.00	\$3,263.08	2442 CENTRAL AVE, SPRING VALLEY	RANGEL EDUARDO R	591 TELEGRAPH CANYON RD #767	CHULA VISTA	CA	91910
504-191-67-00	\$893.50	\$292.00	\$1,185.50	9090 VALENCIA ST, SPRING VALLEY	ELMASIAN ESTHER G	24901 DAM OAKS DR	RAMONA	CA	92065
504-192-75-00	\$898.06	\$292.00	\$1,190.06	0 VALENCIA ST, SPRING VALLEY	LAMAR DEVELOPMENT INC	7343 RONSON RD #E	SAN DIEGO	CA	92111
504-270-08-00	\$893.50	\$292.00	\$1,185.50	9613 BLARNEY AVE, SPRING VALLEY	AGUILAR AGGIE	9613 BLARNEY AVE	SPRING VALLEY	CA	91977
506-091-02-00	\$37,420.32	\$292.00	\$37,712.32	DEL RIO RD, SPRING VALLEY	SECV INC	7640 UNIVERSITY AVE #A	LA MESA	CA	91942
508-261-01-00	\$921.14	\$292.00	\$1,213.14	530 CALLE DE LA SIERRA, EL CAJON	TOMIKA MUNADHEL & SHAHRAZAD	660 SANDRA LN	EL CAJON	CA	92019
513-056-01-00	\$10,531.72	\$292.00	\$10,823.72	0 DESCANSO LANE, EL CAJON	THREE STATE INVESTMENT CO	4344 CONVOY ST #N-1	SAN DIEGO	CA	92111
515-081-69-00	\$909.18	\$292.00	\$1,201.18	2210 CYMBAL CT, EL CAJON	SMART LIVING HOMES LLC	5115 N DYSART RD #202	LITCHFIELD PK	AZ	85340
515-081-72-00	\$1,604.70	\$292.00	\$1,896.70	2222 CYMBAL CT, EL CAJON	SMART LIVING HOMES LLC	5115 N DYSART RD #202	LITCHFIELD PK	AZ	85340
517-310-02-00	\$904.18	\$292.00	\$1,196.18	2575 PINE GLEN LN, EL CAJON	ZAKARIA RAMIZ	2575 PINE GLEN LN	EL CAJON	CA	92019
518-030-21-00	\$21,551.88	\$292.00	\$21,843.88	0 WILLOW GLEN RD, EL CAJON	COTTONWOOD CAJON ES LLC	9663 SANTA MONICA BLVD #974	BEVERLY HILLS	CA	90210
519-010-20-00	\$1,420.34	\$292.00	\$1,712.34	0 WILLOW GLEN RD, EL CAJON	COTTONWOOD CAJON ES LLC	PO BOX 11480	BEVERLY HILLS	CA	90213
519-020-26-00	\$16,553.18	\$292.00	\$16,845.18	3263 STAR ACRES DR, SPRING VALLEY	NGUYEN PHUONG THI THU	8230 GOLDEN AVE	LEMON GROVE	CA	91945
519-030-72-00	\$893.50	\$292.00	\$1,185.50	VIA CALIENTE DEL SOL, JAMUL	S E C V INC	7640 UNIVERSITY AVE #A	LA MESA	CA	91942
519-030-73-00	\$3,327.60	\$292.00	\$3,619.60	0 VIA CALIENTE DEL SOL, JAMUL	S E C V INC	7640 UNIVERSITY AVE #A	LA MESA	CA	91942
578-042-30-00	\$8,516.06	\$292.00	\$8,808.06	0 GRAND AVE, SPRING VALLEY	PHUNG FRANCES THU HOANG LIEN	14351 EUCLID ST #E	GARDEN GROVE	CA	92843
578-160-40-00	\$894.28	\$292.00	\$1,186.28	9240 HARNESS ST, SPRING VALLEY	MASSEY WILLIAM L & KATHLEEN A	41 NE MIDWAY BLVD #101	OAK HARBOR	WA	98277
579-037-05-00	\$2,298.06	\$292.00	\$2,590.06	0 EUCALYPTUS ST, SPRING VALLEY	TACORONTI RUDOLPH	10041 TUCSON ST	COMMERCE CITY	CO	80022
579-371-15-00	\$893.50	\$292.00	\$1,185.50	1640 LA PRESA AVE, SPRING VALLEY	WALKER ELLIOT A	1640 LA PRESA AVE	SPRING VALLEY	CA	91977
579-392-22-00	\$893.50	\$292.00	\$1,185.50	0 CORONADO AVE, SPRING VALLEY	FRANKLIN MARS R	1611 CORONADO AVE	SPRING VALLEY	CA	91977
579-394-07-00	\$2,071.04	\$292.00	\$2,363.04	1635 SAN BERNARDINO AVE, SPRING V	HATHCOCK ROBERT L	1635 SAN BERNARDINO AVE	SPRING VALLEY	CA	91977
579-396-02-00	\$2,931.32	\$292.00	\$3,223.32	0 PORTOLA AVE, SPRING VALLEY	FLORES IVAN	1312 W SAN YSIDRO BLVD #A	SAN YSIDRO	CA	92173
579-397-21-00	\$1,571.02	\$292.00	\$1,863.02	1430 LA MESA CV, SPRING VALLEY	MINTON MICHAEL C	1430 LA MESA AVE	SPRING VALLEY	CA	91977
580-061-04-00	\$1,211.56	\$292.00	\$1,503.56	10315 FAIRHILL DR, SPRING VALLEY	HARMON JOSHUA & DOMINIQUE C	10315 FAIRHILL DR	SPRING VALLEY	CA	91977
580-061-06-00	\$893.50	\$292.00	\$1,185.50	10327 FAIRHILL DR, SPRING VALLEY	CARROLL GALEN L & REBECCA A	10327 FAIRHILL DR	SPRING VALLEY	CA	91977
580-071-01-00	\$893.50	\$292.00	\$1,185.50	10405 FAIRHILL DR, SPRING VALLEY	GALINDOTORRES HECTOR RAFAEL	10405 FAIRHILL DR	SPRING VALLEY	CA	91977
580-071-03-00	\$938.44	\$292.00	\$1,230.44	10417 FAIRHILL DR, SPRING VALLEY	BOWERS SHAWN S & CHERRY TAMARA L	10417 FAIRHILL DR	SPRING VALLEY	CA	91977
580-172-17-00	\$2,576.28	\$292.00	\$2,868.28	1035 SANGAMON AVE, SPRING VALLEY	AL-JASSAM ADEL H	1620 LA PRESA AVE	SPRING VALLEY	CA	91977
584-531-35-00	\$893.50	\$292.00	\$1,185.50	564 KEMPTON ST, SPRING VALLEY	TANAKHI KENEITH TANAKHI ROUNY	4348 BOSTON AVE	SAN DIEGO	CA	92113
596-024-13-00	\$932.12	\$292.00	\$1,224.12	12737 HIGHWAY 94, SPRING VALLEY	CHURCH ROBIN R LIVING TRUST 07-01-20	12737 CAMPO RD	SPRING VALLEY	CA	91978
596-024-43-00	\$935.96	\$292.00	\$1,227.96	3136 STONEY OAK DR, SPRING VALLEY	WISAN BENJAMIN A	3136 STONEY OAK DR	SPRING VALLEY	CA	91978
596-040-32-00	\$929.98	\$292.00	\$1,221.98	13046 HIGHWAY 94, JAMUL	ALDUENDA ROBERTA	707 68TH ST	SAN DIEGO	CA	92214
596-211-18-00	\$935.96	\$292.00	\$1,227.96	0 VIA MARBELLA, JAMUL	CHURCH TSIDKENU INC	8340 CLAIREMONT MESA BLVD #108	SAN DIEGO	CA	92111
596-211-39-00	\$935.96	\$292.00	\$1,227.96	0 VIA MARBELLA, JAMUL	CHURCH TSIDKENU INC	8340 CLAIREMONT MESA BLVD #108	SAN DIEGO	CA	92111
596-211-41-00	\$935.96	\$292.00	\$1,227.96	0 VIA MARBELLA, JAMUL	CHURCH TSIDKENU INC	8340 CLAIREMONT MESA BLVD #108	SAN DIEGO	CA	92111

Total Assesment	\$196,436.30	\$12,264.00	\$208,700.30
42 Parcels Total			
<i>Note: Grey rows indicate vacant parcel</i>			

Resolution 26-30

A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Confirming the Report of Weed Abatement Costs and Ordering the Collection of Special Assessments

WHEREAS, the San Miguel Consolidated Fire Protection District ("District") is authorized under California Government Code Sections 39500 et seq. and Health and Safety Code Sections 14875 et seq. to abate public nuisances, including weeds and other hazardous vegetation, and to recover the costs thereof through special assessments; and

WHEREAS, the District has lawfully abated weeds and hazardous vegetation on certain properties where property owners failed to comply with the District's weed abatement notices and orders; and

WHEREAS, Fire Prevention Services, the District's hazard abatement contractor, performed the necessary abatement on the listed parcels and did not receive payment directly from the property owners; and

WHEREAS, the Fire Marshal and Administrative Officer/Finance Officer have reviewed and audited the contractor's report and determined that all properties listed were correctly notified and that abatement was lawfully conducted; and

WHEREAS, the District seeks to recover the cost of said abatements, including administrative fees, by placing special assessments on the San Diego County property tax roll for Fiscal Year 2026/2027;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Miguel Consolidated Fire Protection District as follows:

1. The Board of Directors hereby confirms the attached list of properties as having received lawful weed abatement services, for which the District is entitled to recover costs.
2. The cost for each parcel, including administrative charges, is \$292 per parcel, reflecting no increase from the prior year.
3. The total amount to be reimbursed to the District is \$12,264 for Fiscal Year 2026/2027.
4. The Administrative Officer/Finance Officer is directed to submit the list of abated parcels and associated charges to the San Diego County Auditor-Controller for collection on the property tax roll as fixed special assessments.
5. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of the San Miguel Consolidated Fire Protection District
this 8th day of July 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST

Shayna Rians, Board Clerk

Harry Muns, Board President

ACTION AGENDA ITEM 3.4**Annual Review of the District Investment Policy**

Leah Harris, Administrative Officer/Finance Officer

STAFF REPORT**BACKGROUND**

California Government Code Section 53646(a)(2) requires the legislative body of a local agency to annually review its Investment Policy and determine whether any modifications are necessary. The District's Investment Policy establishes the framework for the prudent investment of public funds and provides guidance regarding investment objectives, authorized investment instruments, portfolio diversification, internal controls, and reporting requirements. The policy is designed to safeguard public resources, ensure sufficient liquidity to meet operational needs, and maximize investment returns within the parameters established by law.

Annual review of the Investment Policy provides an opportunity for the Board of Directors to confirm that the policy remains aligned with the District's financial objectives, operational needs, and applicable provisions of the California Government Code.

DISCUSSION

Staff has reviewed the District's Investment Policy and has determined that no modifications are necessary at this time. The policy continues to provide appropriate guidance for the management and investment of District funds and remains consistent with the District's primary investment objectives of safety, liquidity, and yield.

In addition to the annual statutory review, the District is continuing its commitment to sound financial stewardship through a broader evaluation of its financial governance framework. For the remainder of the year, staff will present the Investment Policy, along with other key financial policies and practices, to the Finance Committee for discussion and consideration. This effort will examine the relationship between the District's investment practices, reserve strategies, long-term financial planning, budget development, capital financing, and other financial management tools to ensure alignment with the District's strategic priorities and long-term fiscal sustainability goals.

The Finance Committee's role in this process is advisory. Information, analysis, and any potential recommendations developed through the review process will be brought back to the Board of Directors for consideration. The Board of Directors retains sole authority to establish financial policy and to make final determinations regarding any amendments to District policies.

Pending completion of this broader financial review, staff recommends accepting the current Investment Policy and continuing to administer the District's investment program in accordance with the adopted policy and applicable provisions of the California Government Code.

FISCAL IMPACT

There is no direct fiscal impact associated with the annual review and reaffirmation of the Investment Policy. Continued adherence to the policy supports prudent management, preservation, and investment of District financial resources.

ATTACHMENTS

- A. District Investment Policy



RECOMMENDATION

Conduct the annual review of the District Investment Policy as required by California Government Code Section 53646(a)(2), determine that no changes are necessary at this time, reaffirm the existing Investment Policy, and direct staff to continue administering the District's investment program in accordance with the adopted policy and applicable law.

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Board of Directors Manual

Chapter 9 - Investments

Investment Policy Purpose

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

901.1 PURPOSE

The San Miguel Fire Protection District (hereinafter referred to as "District") shall invest public funds in such a manner as to comply with State and local laws; ensure prudent money management; provide for daily cash flow requirements; and meet the objectives of the Policy, in priority order of Safety, Liquidity and Return on investment. In accordance with the Municipal Code of the District and under authority granted by the Board of Directors, the District Administrative Officer/Finance Officer is responsible for investing the unexpended cash in the District Treasury, with oversight by the Fire Chief and reporting out required under the quarterly financial updates.

Scope

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

902.1 SCOPE

The investment policy applies to all investment activities and financial assets of the District as accounted for in the Annual Comprehensive Financial Report (ACFR). This policy is applicable, but not limited to, all funds listed below:

- General Fund
- Contingency Fund
- Uncompensated Leave Fund
- Other Special Revenue Funds, Debt Service Funds, Internal Service Funds
- Any new fund created by the Board of Directors unless specifically exempted.

Prudence

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

903.1 PRUDENCE

The District Administrative Officer/Finance Officer and other individuals assigned to manage the investment portfolio, acting within the intent and scope of the investment policy and other written procedures, and exercising due diligence, shall be relieved of personal responsibility and liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

Objectives

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority:	SMFR

904.1 OBJECTIVES

The District's primary investment objectives, in order of priority, shall be:

- **Safety:** Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The District shall seek to preserve principal by mitigating the two types of risk: credit risk and market risk.
 - Credit risk, defined as the risk of loss due to failure of the issuer of a security, shall be mitigated by investing in issuers that carry the direct or implied backing of the U.S. Government (including, but not limited to, the U.S. Treasury, U.S. Government Agencies, and federally insured banks). The portfolio will be diversified so that the failure of any one issuer does not unduly harm the District's capital base and cash flow.
 - Market risk, (aka "interest rate risk") defined as market value fluctuations due to overall changes in the general level of interest rates shall be mitigated by limiting the maximum maturity of any one security to five years, structuring the portfolio based on historic and current cash flow analysis eliminating the need to sell securities prior to maturity and avoiding the purchase of long-term securities for the sole purpose of short-term speculation. Moreover, it is the District's full intent, at the time of purchase, to hold all investments until maturity to ensure the return of all invested principal dollars. Limited exceptions will be granted for security swaps that would improve the portfolio's yield and/or credit quality.
- **Liquidity:** The District's investment portfolio will remain sufficiently liquid to enable the District to meet all operating requirements which might be reasonably anticipated.
- **Return on Investments:** The District's investment portfolio shall have the objective of attaining a comparative performance measurement or an acceptable rate of return throughout budgetary and economic cycles. These measurements should be commensurate with the District's investment risk constraints identified in this Investment Policy and the cash flow characteristics of the portfolio.

Delegation of Authority

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

905.1 DELEGATION OF AUTHORITY

The authority granted by the Board of Directors assign the responsibility of investing unexpended cash to the District's Administrative Officer/Finance Officer. Daily management responsibility of the investment program may be delegated to the Administrative Analyst, who shall establish procedures for the operation consistent with this investment policy.

Ethics and Conflicts of Interest

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

906.1 ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that conflicts with proper execution of the investment program or impairs their ability to make impartial investment decisions. Additionally, the Administrative Officer/Finance Officer are required to annually file applicable financial disclosures as required by the Fair Political Practices Commission (FPPC). Furthermore, Investment officials must refrain from undertaking personal investment transactions with the same individual(s) employed by the financial institution with whom business is conducted on behalf of the District.

Authorized Dealers and Institutions

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

907.1 AUTHORIZED DEALERS AND INSTITUTIONS

The Administrative Officer/Finance Officer will maintain a list of approved financial institutions authorized to provide investment services to the public agency in the State of California. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule). Best practices include the following: 1) A determination that all approved broker/dealer firms, and individuals covering the public agency, are reputable and trustworthy; 2) the broker/dealer firms should have the ability to meet all their financial obligations in dealing with the Public Agency; 3) the firms, and individuals covering the agency, should be knowledgeable and experienced in Public Agency investing and the investment products involved; 4) no public deposit shall be made except in a qualified public depository as established by the established state laws; 4) all financial institutions and broker/dealers who desire to conduct investment transactions with the public agency may supply the Administrative Officer/Finance Officer with audited financial statements, proof of FINRA certification, trading resolution, proof of State of California registration, a completed broker/dealer questionnaire, certification of having read the Public Agency's investment policy and depository contracts. The Administrative Officer/Finance Officer may conduct an annual review of the financial condition and registrations of qualified dealers & institutions.

Authorized and Suitable Investments

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority:	SMFR

908.1 AUTHORIZED AND SUITABLE INVESTMENTS

Investment of District funds is governed by the California Government Code Sections 53600 et seq. Within the context of the limitations, the following investments are authorized, as further limited herein:

- United States Treasury Bills, Bonds, and Notes or those for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no percentage limitation of the portfolio that can be invested in this category, although a five-year maturity limitation is applicable.
- Federal agency or United States government-sponsored enterprise obligations, participation, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- Local Agency Investment Fund (LAIF), which is a State of California managed investment pool, and Los Angeles County Investment pool, may be used up to the maximum permitted by California State Law. A review of the pool/fund is required when part of the list of authorized investments, with the knowledge that the pool/fund may include some investments allowed by statute but not explicitly identified in this investment policy. Additionally, shares of beneficial interest issued by a joint powers authority organized pursuant to CA Code (Section 6509.7) that invests in the securities and obligations in compliance with CA Code 53601 (subsection 'a' to 'r', inclusive) are also authorized. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:
 - The adviser is registered or exempt from registration with the Securities and Exchange Commission.
 - The adviser has not less than five years of experience investing in the securities and obligations authorized in CA Code (subsection 'a' to 'q', inclusive).
 - The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).
- Negotiable Certificates of Deposit issued by nationally or state-chartered banks (FDIC insured institutions) or state or federal savings institutions. Purchases of negotiable certificates of deposit may not exceed 30% of total portfolio. Principal and accrued

San Miguel Fire & Rescue District

Board of Directors Manual

Authorized and Suitable Investments

interest on these investments must not exceed the \$250,000 FDIC insurance limit. A maturity limitation of five years is applicable.

- Time deposits or placement service deposits, non-negotiable and collateralized in accordance with the California Government Code, may be purchased through banks or savings and loan associations. Since time deposits are not liquid, no more than 50% of the investment portfolio may be invested in this investment type. A maturity limitation of five years is applicable. Effective January 1, 2020, no more than 50 percent of the agency's money may be invested in deposits, including certificates of deposit, through a placement service as authorized under 53601.8 (excludes negotiable certificates of deposit authorized under Section 53601(i)). On January 1, 2026, the maximum percentage of the portfolio reverts back to 30 percent. Investments made pursuant to 53635.8 remain subject to a maximum of 30 percent of the portfolio.
- Various daily money market funds administered for or by trustees, paying agents and custodian banks contracted by the District may be purchased as allowed under the State of California Government Code. Only funds holding U.S. Treasury or Government agency obligations can be used.

The following summary of maximum percentage limits, by instrument, are established for the District's investment portfolio:

Authorized Investment Type	Government Code	Maximum Maturity	Minimum Credit Quality	Maximum in Portfolio	Maximum Investment in One Issuer
Treasury Obligations (bills, notes, bonds)	53601(b)	5 Years	N/A	100%	N/A
US Government Agency and Federal Agency Securities	53601 (f)	5 Years	N/A	100%	N/A
Local Agency Investment Fund (LAIF)	16429.1	Upon Demand	N/A	As permitted by LAIF (currently \$65 million per account)	N/A
San Diego County Investment Pool	53684	Upon Demand	N/A	As permitted by County Treasurer (currently no limit)	N/A
Joint Powers Authority Pool	53601(p)	N/A	See Policy 800.3	None	N/A

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Authorized and Suitable Investments

Negotiable Certificates of Deposit	53601(i)	5 Years	N/A	30%	N/A
Placement Service Deposits – Deposits	53601.8 53635.8	5 Years	N/A	50%	N/A

Review of Investment Portfolio

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

909.1 REVIEW OF INVESTMENT PORTFOLIO

The securities held by the District must be in compliance with Section 8.0 "Authorized and Suitable Investments" at the time of purchase. The Administrative Officer/Finance Officer should review the portfolio (at least annually) to identify those securities that do not comply.

The Administrative Officer/Finance Officer should establish procedures to report any major and critical incidences of noncompliance identified through the review of the portfolio.

Investment Pools / Money Market Funds

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority:	SMFR

910.1 INVESTMENT POOLS / MONEY MARKET FUNDS

A thorough investigation of the investment pool/money market fund is required prior to investing, and on a continual basis. Best efforts will be made to acquire the following information:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
- A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
- A schedule for receiving statements and portfolio listings.
- Are reserves, retained earnings, etc. utilized by the pool/fund?
- A fee schedule, and when and how is it assessed.
- Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

Collateralization

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

911.1 COLLATERALIZATION

Collateralization will be required on two types of investments: non-negotiable certificates of deposit and repurchase (and reverse repurchase) agreements. To anticipate market changes and provide a level of security for all funds, the collateralization level will be 110% of market value for non-negotiable certificate of deposit and 102% for reverse repurchase agreements of principal and accrued interest.

Collateral will always be held by an independent third party with whom the entity has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the entity and retained.

The District may waive the collateralization requirements for any portion of the deposit that is covered by Federal Deposit Insurance.

Safekeeping and Custody

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

912.1 SAFEKEEPING AND CUSTODY

All security transactions shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third-party custodian designated by the Administrative Officer/Finance Officer and evidenced by safekeeping receipts.

Diversification

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

913.1 DIVERSIFICATION

The District shall diversify the investments within the portfolio to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions, or maturities. To promote diversification, no more than 5% of the portfolio may be invested in the securities of any one issuer, regardless of security type, excluding U.S. Treasuries, federal agencies, and pooled investments such as LAIF, money market funds, or local government investment pools.

Maximum Maturities

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

914.1 MAXIMUM MATURITIES

To the extent possible, the District will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the District will not directly invest in securities maturing more than 5 years from the date of purchase. Any investment longer than 5 years must be done with advance permission from the Board of Directors.

Internal Controls

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

915.1 INTERNAL CONTROLS

The Administrative Officer/Finance Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the District are protected from loss, theft, fraud, or misuse.

Separation of functions between the District's Administrative Officer/Finance Officer or Administrative Analyst is designed to provide an ongoing internal review to prevent the potential for converting assets or concealing transactions.

Investment decisions are made by the Administrative Officer/Finance Officer, executed by the Administrative Analyst, and confirmed by the Fire Chief. All wire transfers initiated by the Administrative Analyst must be reconfirmed by the appropriate financial institution to the Administrative Officer/Finance Officer. Proper documentation obtained from confirmation and cash disbursement wire transfers is required for each investment transaction. Timely bank reconciliation is conducted to ensure proper handling of all transactions.

The investment portfolio and all related transactions are reviewed and balanced to appropriate general ledger accounts by the Administrative Analyst on a monthly basis. An independent analysis by an external auditor shall be conducted annually to review and perform procedure testing on the District's cash and investments that have a material impact on the financial statements. The Administrative Officer/Finance Officer shall review and assure compliance with investment process and procedures.

Performance Standards

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

916.1 PERFORMANCE STANDARDS

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

The District intends to spread its investments relatively evenly between 0 and 5 years and hold those investments to maturity. The District is limiting its authorized investments to the safest end of the investment spectrum—debt issued by the U.S. Treasury, U.S. Government Agencies, and debt that is federally insured (see Policy 800 Authorized and Suitable Investments, above, for a complete list of authorized investments).

Therefore, an appropriate performance benchmark will be a Constant Treasury Maturity Rate consistent with the weighted average maturity of the portfolio. The District recognizes that benchmarks may change over time based on changes in market conditions or cash flow requirements.

Reporting

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority:	SMFR

917.1 REPORTING

The District Administrative Officer/Finance Officer shall review and render quarterly reports to the Board of Directors that include the following information:

- Investment type (e.g., U.S. Treasury Note, U.S. Government Agency Bond)
- Name of the issuer (e.g., Federal Farm Credit Bank, Federal Home Loan Bank)
- Maturity date
- Yield to maturity
- Current market value and source of market value
- Par and dollar amount for each security the District has invested in
- Par and dollar amount on any money held by the District (e.g., LAIF balance, Cash Balance).

The report shall also include a description of any of the District's funds, investments, or programs that are under the management of contracted parties, including lending programs.

The quarterly report shall state compliance of the portfolio to the investment policy, or manner in which the portfolio is not in compliance.

The quarterly report shall include a statement denoting the ability of the District to meet its expenditure requirements for the next six months or provide an explanation as to why sufficient money shall (or may not) be available.

The quarterly reports shall be placed on the Board of Directors meeting agenda for its review and approval no later than 30 days after the quarter ends. If there are no Board meetings within the 30-day period, the quarterly report shall be presented to the Board of Directors at the soonest possible meeting thereafter.

Investment Policy Adoption

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

918.1 INVESTMENT POLICY ADOPTION

The District investment policy shall be adopted by resolution of the Board of Directors. The policy shall be reviewed annually by the Board of Directors and any modifications made thereto must be approved by the Board of Directors per the Financial Management Policy.

The Administrative Officer/Finance Officer shall establish written investment policy procedures for the operation of the investment program consistent with this Policy. The procedures should include reference to safekeeping, master repurchase agreements, wire transfer agreements, banking service contracts and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the District.

Glossary of Terms in this Policy

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority:	SMFR

919.1 GLOSSARY OF TERMS IN THIS POLICY

Accrued Interest: Interest earned but not yet received.

Annual Comprehensive Financial Report (ACFR): The official annual financial report for the District. It includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with Generally Accepted Accounting Principles (GAAP).

Bond: A financial obligation for which the issuer promises to pay the bondholder a specified stream of future cash flows, including periodic interest payments and a principal repayment.

Bond Swap: Selling one bond issue and buying another at the same time in order to create an advantage for the investor. Some benefits of swapping may include tax-deductible losses, increased yields, and an improved quality portfolio.

Broker: In securities, the intermediary between a buyer and a seller of securities. The broker, who usually charges a commission, must be registered with the exchange in which he or she is trading, accounting for the name registered representative.

Certificate of Deposit: A deposit insured up to \$250,000 by the Federal Deposit Insurance Corporation (FDIC) at a set rate for a specified period of time.

Collateral: Securities, evidence of deposit or pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposit of public moneys.

Constant Maturity Treasury (CMT): An average yield of a specific Treasury maturity sector for a specific time frame. This is a market index for reference of past direction of interest rates for the given Treasury maturity range.

Custody: A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement that also calls for the bank to collect and pay out income, to buy, sell, receive, and deliver securities when ordered to do so by the principal.

Delivery vs. Payment (DVP): Delivery of securities with a simultaneous exchange of money for the securities.

Diversification: Dividing investment funds among a variety of securities offering independent returns and risk profiles.

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Glossary of Terms in this Policy

Federal Deposit Insurance Corporation (FDIC): Insurance provided to customers of a subscribing bank that guarantees deposits to a set limit (currently \$250,000) per account.

Interest Rate: The annual yield earned on an investment, expressed as a percentage.

Liquidity: Refers to the ability to rapidly convert an investment into cash.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A group of government securities dealers that submit daily reports of market activity and security positions held to the Federal Reserve Bank of New York and are subject to its informal oversight.

Purchase Date: The date in which a security is purchased for settlement on that or a later date.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Risk: Degree of uncertainty of return on an asset. Safekeeping: See Custody.

Settlement Date: The date on which a trade is cleared by delivery of securities against funds.

Time Deposit: A deposit in an interest-paying account that requires the money to remain on account for a specific length of time. While withdrawals can generally be made from a passbook account at any time, other time deposits, such as certificates of deposit, are penalized for early withdrawal.

Treasury Obligations: Debt obligations of the U.S. Government that are sold by the Treasury Department in the forms of bills, notes, and bonds. Bills are short-term obligations that mature in one year or less. Notes are obligations that mature between one year and ten years. Bonds are long-term obligations that generally mature in ten years or more.

U.S. Government Agencies: Instruments issued by various US Government Agencies most of which are secured only by the credit worthiness of the particular agency.

Yield: The rate of annual income returns on an investment, expressed as a percentage. It is obtained by dividing the current dollar income by the current market price of the security.

Yield to Maturity: The rate of income returns on an investment, minus any premium or plus any discount, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond, expressed as a percentage.

Glossary of General Investment Terms

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority:	SMFR

920.1 GLOSSARY OF GENERAL INVESTMENT TERMS

Active Deposits: Funds that are immediately required for disbursement.

Amortization: An accounting practice of gradually decreasing (increasing) an asset's book value by spreading its depreciation (accretion) over a period of time.

Asked Price: The price a broker dealer offers to sell securities. **Basis Point:** One basis point is one hundredth of one percent (.01). **Bid Price:** The price a broker / dealer offers to purchase securities.

Book Entry Securities: Securities, such stocks held in "street name," that are recorded in a customer's account, but are not accompanied by a certificate. The trend is toward a certificate-free society to cut down on paperwork and to diminish investors' concerns about the certificates themselves. All the large New York District banks, including those that handle the bulk of the transactions of the major government securities dealers, now clear most of their transactions with each other and with the Federal Reserve through the use of automated telecommunications and the "book-entry" custody system maintained by the Federal Reserve Bank of New York. These banks have deposited with the Federal Reserve Bank a major portion of their government and agency securities holdings, including securities held for the accounts of their customers or in a fiduciary account. Virtually all transfers for the account of the banks, as well as for the government securities dealers who are their clients, are now affected solely by bookkeeping entries. The system reduces the costs and risks of physical handling and speeds the completion of transactions.

Book Value: The value at which a debt security is shown on the holder's balance sheet. Book value is acquisition cost less amortization of premium or accretion of discount.

Bullet Bond: See "Non-callable Bond."

Callable Bond: A debt obligation where the bond issuer (i.e., borrower) has the option to call the bond or pay it off early (before the scheduled maturity date). For instance, a 5-year bond might be "callable quarterly"—meaning that, although the bond has a scheduled end date 5 years from now, it could end in 3 months (and every 3 months after that, until the scheduled maturity date).

Coupon: The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value.

Credit Analysis: A critical review and appraisal of the economic and financial conditions or of the ability to meet debt obligations.

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Glossary of General Investment Terms

Current Yield: The interest paid on an investment expressed as a percentage of the current price of the security.

Discount: The difference between the cost of a security and its value at maturity when quoted at lower than face value.

Duration: The weighted average maturity of a bond's cash flow stream, where the present value of the cash flows serves as the weights; the future point in time at which on average, an investor has received exactly half of the original investment, in present value terms; a bond's zero-coupon equivalent; the fulcrum of a bond's present value cash flow timeline.

Fannie Mae: Trade name for the Federal National Mortgage Association (FNMA), a U.S. sponsored corporation.

Federal Reserve System: The central bank of the U.S. that consists of a seven-member Board of Governors, 12 regional banks and approximately 8,000 commercial banks that are members.

Fed Wire: A wire transmission service established by the Federal Reserve Bank to facilitate the transfer of funds through debits and credits of funds between participants within the Fed system.

Freddie Mac: Trade name for the Federal Home Loan Mortgage Corporation (FHLMC), a U.S. sponsored corporation.

Investment Agreements: An agreement with a financial institution to borrow public funds subject to certain negotiated terms and conditions concerning collateral, liquidity, and interest rates.

Nationally Recognized Statistical Rating Organizations (NRSRO): A U.S. Securities & Exchange Commission registered agency that assesses the creditworthiness of an entity or specific security. NRSRO typically refers to Standard and Poor's Ratings Services, Fitch Ratings, Inc., or Moody's Investors Services.

New Issue: Term used when a security is originally "brought" to market.

Non-callable Bond: Also known as, "Bullet Bond." A non-callable bond is a debt obligation where the bond issuer does not have the option to "call the bond" i.e.-end the bond before the scheduled maturity date.

Perfected Delivery: Refers to an investment where the actual security or collateral is held by an independent third party representing the purchasing entity.

Repurchase Agreement (REPO): A transaction where the seller (bank) agrees to buy back from the buyer (District) the securities at an agreed upon price after a stated period of time.

Reverse Repurchase Agreement (REVERSE REPO): A transaction where the seller (District) agrees to buy back from the buyer (bank) the securities at an agreed upon price after a stated period of time.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

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Glossary of General Investment Terms

Yield Curve: The yield on bonds, notes or bills of the same type and credit risk at a specific date for maturities up to thirty years.

Policy Note

Effective Date:	07/12/2023
Revised Date:	07/12/2023
Issuing Authority: SMFR	

921.1 POLICY NOTE

Investment information has been reviewed by Government Advisory Services, Eide Bailly LLP

FIRE CHIEF REPORT

July 8, 2026

**STAFF INVOLVEMENT**

- Deputy Chief Riley traveled to Sacramento - California EMS Commission meeting.
- Deputy Chief Riley attended County Board of Supervisor Meeting.
- Chief Lawler & AP Triton conducted Community Strategic Planning meeting. All staff attended.
- Chief Lawler attended GMIA annual dinner.
- Deputy Chief Durrell traveled to Irvine - Cal Chiefs Logistics Section meeting.
- Deputy Chief Riley joined of the San Diego County EMS Protocol Review Committee.
- AO/FO Harris represented the District at a Fire Districts Association of California meeting and presented an analysis of AB 1383, including potential operational, labor, and fiscal impacts to Fire Districts.
- Division Chief Lieberman attended FAIRA insurance meeting.

IMPORTANT LEGISLATION / LITIGATION

- What the New U.S. Wildland Fire Service Means for California Fire Districts.

POLITICAL ENGAGEMENT

- Congressman Issa's office - Appropriations
- Grossmont Healthcare District

COMMUNITY INVOLVEMENT

- **Crest School Spray Down** - E19 visited Crest School for their annual "spray down" of water for the students on their last day of school.
- **Shadow Mountain Church Father's Day Car Show** - E23 attended both days to provide engine tours and interaction with attendees.
- **Faith Chapel Summer Camp** - T14 provided fire safety message, truck tour, and spray down for summer camp participants.
- **USO Family Visit to Station 15** - E15 & E19 hosted a large group of military families for a station and apparatus tour. T14 provided an aerial demonstration.

OTHER

- Strategic Plan - August 6 & 7
- SB 827 – Fiscal & Financial Training