

MONTECITO FIRE PROTECTION DISTRICT  
AGENDA FOR THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS

Montecito Fire Protection District Headquarters  
595 San Ysidro Road  
Santa Barbara, California

August 25, 2014 at 2:00 p.m.

Agenda Items May Be Taken Out Of The Order Shown

1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time is allotted for this discussion.)
2. Review current status of Upper Hyde Road Community Facilities District:
  - a. Report from Director Powell regarding meetings with Upper Hyde Road residents.
  - b. Report from Roger Collis regarding progress of road improvement project.
  - c. Provide direction on how to proceed with Tea Fire Rebuilds and Upper Hyde Road Community Facilities District.
3. Report from the Community Outreach Committee.
  - a. Review progress of new website and provide direction.
4. Report from the Finance Committee (copy of Agenda for Finance Committee Meeting attached).
  - a. Consider recommendation to approve proposed Budget Calendar.
  - b. Consider recommendation to approve District's warrants and claims for June and July.
  - c. Review Budget for FY 2014/15 and consider recommendation to approve at September regular meeting.
5. Consider recommendation to approve the following temporary promotions:
  - a. Consider recommendation to approve temporary promotion for Captain Bret Koepke to Battalion Chief, effective July 10, 2014 through August 15, 2014.
  - b. Consider recommendation to approve temporary promotion for Firefighter Eric Klemowicz to Engineer, effective July 26, 2014 through August 15, 2014.
  - c. Consider recommendation to approve temporary promotion for Engineer Drue Holthe to Captain effective July 10, 2014.

6. Approval of Minutes of June 23, 2014 Regular Meeting.
7. Board discussion on drone detection systems.
8. Fire Chief's report.
9. Board of Director's report.
10. Suggestions from Directors for items other than regular agenda items to be included for the September 22, 2014 Regular Board meeting.
11. Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is August 19, 2014.

MONTECITO FIRE PROTECTION DISTRICT



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Chip Hickman, Fire Chief

# Agenda Item #4



MONTECITO FIRE PROTECTION DISTRICT  
**AGENDA FOR THE FINANCE COMMITTEE MEETING**

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

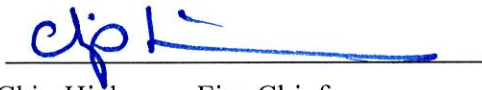
**July 17, 2014 at 2:00 p.m.**

Agenda Items May Be Taken Out Of The Order Shown

1. Public comment: Any person may address the Finance Committee at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District; 30 minutes total time is allotted for this discussion.
2. Review and make recommendation for approval of Budget Calendar.
3. Review and make recommendation for approval of June 2014 financial statements.
4. Review PARS statement.
5. Fire Chief's Report.
6. Requests for items to be included for the next Finance Committee Meeting.
7. Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is July 14, 2014.

MONTECITO FIRE PROTECTION DISTRICT



Chip Hickman, Fire Chief

Note: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District office at 969-7762. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements. Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Montecito Fire Protection District's office located at 595 San Ysidro Road during normal business hours.

MONTECITO FIRE PROTECTION DISTRICT  
**AGENDA FOR THE FINANCE COMMITTEE MEETING**

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

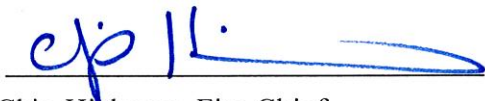
**August 18, 2014 at 11:00 a.m.**

Agenda Items May Be Taken Out Of The Order Shown

1. Public comment: Any person may address the Finance Committee at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District; 30 minutes total time is allotted for this discussion.
2. Review and make recommendation for approval of July 2014 financial statements.
3. Review and make recommendation for approval of FY 2014/15 Final Budget.
4. Review PARS statement.
5. Fire Chief's Report.
6. Requests for items to be included for the next Finance Committee Meeting.
7. Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is August 13, 2014.

MONTECITO FIRE PROTECTION DISTRICT



Chip Hickman, Fire Chief

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# ATTACHMENT

#A





## Montecito Fire Protection District Draft Budget Calendar

As recommended by Capitol PFG, staff prepared a budget calendar to provide timeframes for various steps involved with the annual budgeting process.

### **January:**

Finance Committee to make Budget policy recommendations for next fiscal year's budget and present to the Board for approval.

### **February:**

Memo sent by Fire Chief to all Department heads asking for budget requests based on Board policy recommendations, prior year expenditures and foreseeable needs for the upcoming budget year. Memo will be sent out the first week of the month.

### **March:**

Department heads continue preparing budget requests. All budget requests are due to District Accountant one week prior to budget meeting.

### **April:**

Department heads meet with Fire Chief and Accountant to prioritize budget requests to be considered in the preliminary budget. Meeting will occur the first week of April.

Fire Chief presents the draft Preliminary Budget to the Finance Committee for review.

### **May:**

Fire Chief presents the draft Preliminary Budget to the Finance Committee for final review prior to the regular Board meeting.

Board holds budget hearings to receive budget information; revises if necessary.

### **June:**

Finance Committee reviews revised Preliminary Budget.

Board adopts Preliminary Budget no later than June 30.

### **July:**

### **August:**

The Auditor-Controller's office will provide an estimated increase/decrease in property tax revenues for the fiscal year (on August 11<sup>th</sup>). The estimated change in revenue will be reflected in the draft Final Budget.

## **Montecito Fire Protection District Draft Budget Calendar**

### **August (continued):**

Staff meeting with Fire Chief, Accountant and all Department heads to prioritize budget requests and make recommendations based on estimated revenue. This staff meeting will occur prior to August Finance Committee meeting.

Finance Committee reviews draft Final Budget and makes changes if necessary.

Board holds budget hearings to receive budget information; revises if necessary.

### **September:**

Finance Committee reviews Final Budget and makes changes if necessary.

Board adopts Final Budget no later than September 30.

# ATTACHMENT

#B



**MONTECITO FIRE PROTECTION DISTRICT**  
**CASH IN TREASURY - ALL FUNDS**  
**June 30, 2014**

	Fund 3650 General	Fund 3651 Pension Obl.	Fund 3652 Capital Outlay	Fund 3653 Land & Bldg	Fund 3654 Mello-Roos	All Funds
Cash Balance at 6/1/14	8,856,549.07	347.22	1,854,120.93	4,858,749.96	9,519.66	15,579,286.84
Income:						
Tax Revenue	309,710.15	-	-	-	-	309,710.15
Interest	-	-	-	-	-	-
Other:						
EMS Mgmt LLC - 1st response pmt	23,604.00	-	-	-	-	23,604.00
CSFD Dispatch Services	21,202.00	-	-	-	-	21,202.00
USFS - American Fire	7,935.70	-	-	-	-	7,935.70
Ventura County - Rancho Fire 2009	901.15	-	-	-	-	901.15
Sale of excess property - Coffee makers	150.00	-	-	-	-	150.00
Retiree badge purchase	100.00	-	-	-	-	100.00
Cal Card Rebate	112.36	-	-	-	-	112.36
	<u>363,715.36</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>363,715.36</u>
Expenses:						
Claims Processed	(1,546,943.72)	-	(1,403.89)	-	-	(1,548,347.61)
Payroll	(896,162.49)	-	-	-	-	(896,162.49)
Other:						
Reimbursed expenses*	4,750.83					
Repay loan to Fund 3653	(3,000,000.00)			3,000,000.00		
Transfer funds per FY13-14 budget	(218,281.00)	-	218,281.00	-	-	-
	<u>(5,656,636.38)</u>	<u>-</u>	<u>216,877.11</u>	<u>3,000,000.00</u>	<u>-</u>	<u>(2,444,510.10)</u>
Cash Balance at 6/30/14	<u>3,563,628.05</u>	<u>347.22</u>	<u>2,070,998.04</u>	<u>7,858,749.96</u>	<u>9,519.66</u>	<u>13,498,492.10</u>

## \* Summary of reimbursed expenses:

State Compensation Ins Fund - Temporary disability payment, Bumanglag 11/22-12/05/13, \$1,850.54  
State Compensation Ins Fund - Temporary disability payment, Bumanglag 04/25-05/04/14, \$1,321.81  
Verizon - Reimbursement for closed account, \$225.35  
J. Jenkins - Reimbursement for Verizon Mi-Fi account, \$228.06  
CalOES - Reimbursement for OES engine repair, \$682.57  
Rosenbauer - Reimbursement for Squad 91 shelf, \$65.00  
MERRAG - Reimbursement for cell phone and radio frequency fees, \$377.50

**MONTECITO FIRE PROTECTION DISTRICT  
WARRANTS AND CLAIMS DETAIL  
June 2014**

Payee	Description	Amount
<b>Fund 3650 - General</b>		
A-OK Mower Shop Inc	Chainsaw repair & Patrol 92 gasket repair	459.71
A-OK Weed & Brush Service	Hazard mitigation work: 5/30-6/14/14	9,000.00
Across The Street Productions	Blue Card Command: 8 employees	2,964.50
ADP Inc	ADP fees, 2 periods	449.99
Advance Marking Systems	Passport name tags	52.50
Aflac	Employee paid insurance	1,501.22
Airgas West	Oxygen refills	86.18
Ameravant	Website hosting fee	89.00
Andrew Seybold, Inc	Communications system review and testing	5,122.00
Aqua Lab Industries	Hydrostatic testing - 6 bottles	121.00
Blake, Gareth	G. Blake Reimb: Trench Rescue Tech.	518.40
Boone Printing & Graphics	Weed abatement envelopes	199.09
Bound Tree Medical	Medical supplies	1,895.51
Branch Out Tree Care LLC	Chipping Projects: Hot Springs/Hodges/El Bosque	14,750.00
Burtens Fire Inc	Supply line and wildland hoses (budgeted)	8,408.07
Burtens Fire Inc	E91 hose coolant and OES 317 vehicle part	252.87
California Health & Safety Inc	Scott air packs (4) - Budget adjustment	13,824.00
Carquest Auto Parts	Vehicle parts	93.35
CDCE Inc	Docking stations for EMS tablets	1,999.00
Chevron Business Card Services	Gasoline charges	39.73
Citygate Associates LLC	SOC Study, May (YTD \$37,660 total payments)	13,544.87
Cox Communications	CAD connectivity & Internet	2,669.59
Dewitt Pinto Petroleum	Diesel Fuel, 6 trips	4,973.92
Fail Safe Testing	Ground ladders testing	308.65
Fuggles, Keith	Reimbursement for 2 first aid pouches	49.98
Galbraith, Robert	R. Galbraith Reimb: LARRO and RS-1	100.00
General Services Admin	Wildland hose inventory (budgeted)	305.40
Gil, Araceli	A. Gil Reimb: CalOES Public Assistance Seminar	44.80
Gil, Araceli	A. Gil Reimb: SBCC Finance Classes	535.18
Hayward Lumber Company	Pancake breakfast supplies	211.64
Hickman, Kurt	K. Hickman Reimb: ACLS/PALS renewal	280.00
Huerta, Graciela	Spanish translation for haz-abatement mailer	142.30
Hugo's Auto Detailing	Car wash service, 2 months	760.00
Informa Corp	Computer support, April	3,240.00
Informa Corp	Computer support, May	870.00
Informa Corp	Computer support, June	1,620.00
Janice M Thielmann	EMT Instruction, Module I	1,024.00
JDL Mapping	Mapping services, 3 months	2,690.00
Joy Equipment Protection	Fire sprinkler systems testing	650.00
Kimball Midwest Corp	Small tools	36.13
Kimball Midwest Corp	Shop supplies	156.76
Kwik Freeze Refrigeration	Service call for Sta. 1 icemaker/refrigerators	105.00
L N Curtis & Sons	Search camera for USAR - Budget adjustment	7,646.40
L N Curtis & Sons	Repairs to Squad 91 thermal imager	1,589.75
Liebert Cassidy Whitmore	Labor attorney fees, 2 months	3,697.50

Payee	Description	Amount
Marborg Industries	Refuse disposal	370.26
McElwee, Terry	T. McElwee Reimb: Wildland Fire Workshop	97.14
Med Tech Resource	Medical supplies	282.26
MGB Industrial Supply	Mechanic shop supplies	53.09
Mission Uniform Service Inc	Shop towels	331.62
Montecito Firemen's Association	Reimbursement for HazMat instructor fee	500.00
Montecito Village Hardware	Shop supplies	29.34
Montecito Water District	Water service	517.20
Motorola Solutions, Inc	Portable radios (42) - Budget adjustment	154,525.83
Municipal Emergency Services	Air bottles (6) - Budget adjustment	5,883.84
Nestle Pure Life Direct	Bottled water	199.74
On Duty Uniforms	Class A Uniform - Bennewate	431.08
Paragon Builders	Bathroom partitions, Sta. 1 - Budget adjustment	2,182.50
Paragon Builders	Partial installation of Dispatch UPS - Budget adj.	637.00
PARS (Public Agency Retirement Services)	PARS OPEB Contribution for FY 13-14	1,175,856.00
Peyton Scapes	Landscape maintenance	500.00
Physio Control	Lifepak 15 for Squad 91	32,776.53
Price Postel & Parma	Legal services, May	5,693.50
Sansum Clinic	Employee medical exams	1,035.00
Satcom Global Inc	Satellite phone charges	299.08
SB County Auditor-Controller	Additional user tax payment	1,772.54
Scherba Industries Inc	Fire Safety House - Budget adjustment	17,795.00
Chapman, Scott	S. Chapman Reimb: Fire Technology 106	244.57
Southern California Edison	Electricity service	2,342.69
Sprinkle Tire Inc	Stock tires	3,588.28
Sprint	E92 Sim card for MDC, May	37.99
Staples	Office supplies, paper, coffee, other	525.15
Suds-Duds Launderette	Turnouts cleaned	58.50
The Gas Company	Gas service	112.76
The UPS Store	Shipping charges	202.05
The Village Service Station	Gasoline charges, May	2,027.49
The Village Service Station	Gasoline charges, June	1,915.72
Trace Analytics LLC	Mako compressed air testing	75.00
Turnout Maintenance Co	Turnout repairs	215.00
Unisource	Household supplies	1,383.16
US Bank Corporate Card (April)	A. Gregson: NFWA Membership	300.00
	CA Conf of Arson Investigators: Andreas, Lauritson	1,103.92
	CalPERS Conference: C. Hickman, Gil, Ventura	358.12
	Engine 91 towing and fit tester calibration	1,557.37
	Gasoline charges	171.31
	ICS Field Operations Guides (50)	293.49
	Miscellaneous Purchases	593.20
	Squad 91 final inspection: Sioux Falls, SD	245.80
	Wildland Fire Safety Workshop: T. McElwee	501.88
US Bank Corporate Card (May)	Blue Card laptops charging station & calendars	866.12
	Gasoline charges	770.63
	Gil/Hickman/Venture: CalPERS IDR Conference	171.53
	J. Badaracco: CA-IIMT Meeting	248.96
	Miscellaneous Purchases	628.22
	PPE line packs	491.33

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
	Shop supplies and APC replacement battery	504.42
	Tile/floor cleaning, Sta. 1 & 2	710.60
	VIPRE IT Security annual fee	566.80
US Bank Corporate Card (June)	Adv. Fire Control: Edwards/Chapman	989.76
	Bunn coffee makers, Sta. 1	1,164.08
	CalPERS IDR Conf: Gil/Hickman/Ventura	98.56
	Gasoline charges	412.36
	HazMat FRO instructor fee	160.00
	Miscellaneous Purchases	343.17
	Office supplies: coffee cups, charger, other	218.31
	Pub. Ed: Helmets/badge stickers	1,350.00
	Retirement helmet: S. Pfister	326.72
	Swimming pool signs	668.18
	Training books	736.00
	Wildland Management storage rental fee	1,203.60
	Wildland PPE pants	1,053.95
Vanguard Printing	Prevention Bureau citation books	1,125.00
Verizon California	Telephone service	2,283.12
Verizon Wireless	Wireless service	1,152.31
	Fund 3650 Total	<u>1,546,943.72</u>
 <b><u>Fund 3652 - Capital Outlay</u></b>		
Burtons Fire Inc	Upfit for 900 vehicle	1,176.06
Interstate Batteries of Sierra Madre	Battery for new 900 vehicle	<u>227.83</u>
	Fund 3652 Total	<u>1,403.89</u>



**MONTECITO FIRE PROTECTION DISTRICT  
PAYROLL EXPENDITURES  
June 2014**

Regular Salaries	\$ 479,845.28
Directors Fees	2,240.00
Auxiliary	637.50
FLSA Safety	6,046.75
FLSA Dispatch	2,861.85
Regular Overtime	69,251.39
Chief Officers - Extra Duty	11,304.00
Dispatch Cadre Earnings	2,300.64
Mass Mutual 457 Contribution	8,400.00
Vacation Payout	39,816.38
Uniform Allowance	21,666.67
Text Message Allowance	<u>4,200.00</u>
<b>Total Gross Wages</b>	<b>648,570.46</b>
District Contributions to Insurance	101,284.63
District Contributions to Medicare/FICA	8,167.47
District Contributions to SUI	71.94
CalPERS Employee Contribution, District paid	46,207.45
CalPERS Employer Contribution, Employee paid	(23,392.51)
CalPERS, District Contribution	116,754.27
Due to AFLAC	<u>(1,501.22)</u>
<b>Total Benefits</b>	<b><u>247,592.03</u></b>
<b>Grand Total</b>	<b><u>\$ 896,162.49</u></b>



Name	Date Worked	Comp Time Hrs	OT Hrs	Total Amount	Sick Relief	Reimb.- Fire Assignment	Emergency Callback	Class Cover	Paramedic Con. Ed	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Description
Jenkins, J.	06/19/14		17.00	1,686.06										1,686.06		
Koepke, B.	06/19/14		1.50	117.70											117.70	Car fire - shift extended
St. Oegger, D.	06/19/14		1.50	95.36											95.36	Car fire - shift extended
Walkup, R.	06/20/14		24.00	1,328.40								1,328.40				
Badaracco, J.	06/21/14		24.00	1,880.64										1,880.64		
Briner, A.	06/21/14		24.00	1,322.28								1,322.28				
Lauritson, R.	06/21/14	4.00	20.00	2,304.90								2,304.90				
McLeod, G.	06/22/14		24.00	1,884.00									1,884.00			
Bass, L.	06/23/14		24.00	1,488.60								1,488.60				
Briner, A.	06/23/14		24.00	1,322.28								1,322.28				
Muller, L.	06/23/14		24.00	1,053.00									1,053.00			
Walkup, R.	06/23/14	8.00	16.00	885.60						885.60						
Mann, K.	06/25/14		24.00	1,636.20								1,636.20				
McCracken, R.	06/25/14		24.00	1,462.32										1,462.32		
Skel, E.	06/25/14	8.00	16.00	1,142.40								1,142.40				
Zelsoff, J.	06/25/14		25.50	1,341.43			1,341.43									
<b>Grand Total</b>				<b>80,555.39</b>	<b>4,112.40</b>	<b>5,900.27</b>	<b>4,416.03</b>	<b>2,197.94</b>	<b>-</b>	<b>2,148.12</b>	<b>-</b>	<b>35,979.06</b>	<b>11,304.00</b>	<b>12,055.32</b>	<b>2,442.25</b>	
			<b>% of Total</b>	<b>100.00%</b>	<b>5.11%</b>	<b>7.32%</b>	<b>5.48%</b>	<b>2.73%</b>	<b>0.00%</b>	<b>2.67%</b>	<b>0.00%</b>	<b>44.66%</b>	<b>14.03%</b>	<b>14.97%</b>	<b>3.03%</b>	

**MONTECITO FIRE PROTECTION DISTRICT  
SUMMARY OF OVERTIME EXPENSE BY CATEGORY  
FY 2012-13**

Month Paid	Sick	Fire Assign & Callback	Pre-build Inspection	Class Cover	Paramedic	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Total OT	Monthly % of Total	Cum. % of Total
JULY	2,934.00	4,381.03	-	429.30	790.68	8,621.64	1,865.16	37,546.02	-	6,284.02	2,941.07	65,792.92	6.1%	6.1%
AUGUST	12,344.15	76,026.26	5,674.27	3,078.82	700.61	14,043.84	1,070.37	50,526.54	1,884.00	6,776.12	2,235.79	174,360.77	16.1%	22.2%
SEPTEMBER	9,619.56	58,014.16	-	5,935.32	773.57	8,749.08	-	58,064.58	16,956.00	3,791.52	5,147.72	167,051.51	15.4%	37.6%
OCTOBER	16,776.96	4,850.59	-	6,517.80	113.82	9,017.88	5,338.47	51,423.70	1,884.00	5,265.05	5,884.17	107,072.44	9.9%	47.5%
NOVEMBER	13,379.80	5,876.93	-	-	628.82	8,289.60	1,218.24	54,593.07	5,652.00	5,481.84	598.47	95,718.77	8.8%	56.4%
DECEMBER	12,630.64	374.96	-	4,403.61	113.82	2,168.82	-	16,157.43	-	5,182.84	4,840.67	45,872.79	4.2%	60.6%
JANUARY	21,726.48	10,232.81	983.28	-	229.54	8,201.91	-	29,201.05	1,884.00	5,432.76	2,571.43	80,463.26	7.4%	68.0%
FEBRUARY	21,023.89	238.61	-	486.60	617.03	-	-	17,724.02	7,536.00	2,478.78	5,317.86	55,422.79	5.1%	73.1%
MARCH	7,806.12	1,154.21	-	1,148.59	605.89	1,462.32	-	4,574.75	5,652.00	-	1,274.42	23,678.30	2.2%	75.3%
APRIL	10,465.20	7,514.47	-	3,085.42	534.34	4,226.40	2,707.52	13,714.44	12,246.00	4,035.24	3,832.02	62,361.05	5.8%	81.1%
MAY	6,058.56	34,924.36	-	179.29	1,766.81	6,840.15	340.88	17,939.55	4,710.00	9,816.22	3,600.35	86,176.17	8.0%	89.1%
JUNE	2,804.36	68,659.48	-	-	1,092.31	2,700.72	11,628.81	20,789.40	5,652.00	3,296.52	1,856.90	118,480.50	10.9%	100.0%
<b>TOTAL</b>	<b>137,569.72</b>	<b>272,247.87</b>	<b>6,657.55</b>	<b>25,264.75</b>	<b>7,967.24</b>	<b>74,322.36</b>	<b>24,169.45</b>	<b>372,254.55</b>	<b>64,056.00</b>	<b>57,840.91</b>	<b>40,100.87</b>	<b>1,082,451.27</b>	<b>100.0%</b>	
	12.7%	25.2%	0.6%	2.3%	0.7%	6.9%	2.2%	34.4%	5.9%	5.3%	3.7%			

**MONTECITO FIRE PROTECTION DISTRICT  
SUMMARY OF OVERTIME EXPENSE BY CATEGORY  
FY 2013-14**

Month Paid	Sick	Reimb.-Fire Assignment	Emergency Callback	Class Cover	Paramedic	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Total OT	Monthly % of Budget	Cum. % of Budget
JULY	17,047.80	21,550.17	1,005.12	1,475.64	516.83	6,730.92	13,279.82	15,550.45	9,420.00	3,630.96	3,726.19	93,933.90	11.1%	11.1%
AUGUST	15,315.23	60,900.04	-	1,322.28	110.79	10,935.72	-	20,107.22	-	861.96	824.53	110,377.77	13.0%	24.0%
SEPTEMBER	12,665.18	94,071.40	2,211.15	2,691.72	429.27	2,722.32	1,726.31	12,127.25	1,884.00	1,763.10	4,918.40	137,210.10	16.1%	40.2%
OCTOBER	21,165.09	-	1,961.08	1,306.28	470.86	4,835.64	-	18,184.57	9,420.00	1,993.32	7,271.41	66,608.25	7.8%	48.0%
NOVEMBER	3,594.15	-	6,945.40	1,586.97	350.09	1,425.60	-	5,882.79	4,710.00	2,540.88	5,462.78	32,498.66	3.8%	51.8%
DECEMBER	6,826.38	9,239.53	1,316.32	-	-	1,687.95	-	24,260.50	12,879.42	7,330.14	399.42	63,939.66	7.5%	59.4%
JANUARY	9,070.66	-	-	531.59	-	2,919.60	16,384.59	21,701.93	7,536.00	7,897.86	1,171.76	67,213.98	7.9%	67.3%
FEBRUARY	4,363.35	-	1,675.73	254.28	235.40	-	9,011.52	10,115.66	4,710.00	4,724.91	933.33	36,024.18	4.2%	71.5%
MARCH	4,059.13	-	1,259.06	4,929.53	3,421.31	-	1,459.80	24,381.64	17,898.00	2,347.38	6,257.51	66,013.35	7.8%	79.3%
APRIL	2,865.60	-	981.36	1,822.71	156.93	-	1,142.40	43,392.95	21,666.00	1,443.83	9,113.12	82,584.90	9.7%	89.0%
MAY	4,949.34	49,748.43	6,884.82	4,117.70	718.31	3,968.04	22,596.42	31,472.36	20,724.00	3,356.64	8,835.36	157,371.41	18.5%	107.5%
JUNE	4,112.40	5,900.27	4,416.03	2,197.94	-	2,148.12	-	35,979.06	11,304.00	12,055.32	2,442.25	80,555.39	9.5%	117.0%
<b>TOTAL</b>	<b>106,034.30</b>	<b>241,409.84</b>	<b>28,656.06</b>	<b>22,236.64</b>	<b>6,409.79</b>	<b>37,373.91</b>	<b>65,600.86</b>	<b>263,156.37</b>	<b>122,151.42</b>	<b>49,946.30</b>	<b>51,356.05</b>	<b>994,331.54</b>	<b>117.0%</b>	
	10.7%	24.3%	2.9%	2.2%	0.6%	3.8%	6.6%	26.5%	12.3%	5.0%	5.2%			

**MONTECITO FIRE PROTECTION DISTRICT  
FIRE ASSIGNMENTS - BILLING  
FY 2013-2014**

Fire Name, #	Invoice #	Period Covered	Date Billed/ Inv. Received	Agency	Total Due	Date Rec'd	Amt. Rec'd.
West Fork Complex, CO-SJF-0285	2013-04	07/02-07/11/13	08/07/13	USFS	\$ 18,460.49	11/14/13	\$ 18,460.49
Chariot Fire, CA-MVU-014084		07/08-07/11/13	09/03/13	Cal-EMA	29,226.50	12/04/13	29,226.50
Falls Fire, CA-CNF-002512		08/06-08/08/13	09/09/13	Cal-EMA	23,401.17	12/03/13	23,401.17
Silver Fire, CA-RRU-079781		08/08-08/10/13	09/03/13	Cal-EMA	29,398.41	12/04/13	29,398.41
American Fire, CA-TNF-1562	2013-06	08/12-08/19/13	09/12/13	USFS	12,499.70	05/09/14	12,499.70
American Fire, CA-TNF-1562		08/15-08/18/13	03/10/14	Cal-EMA	7,935.70	05/30/14	7,935.70
Shirley Fire, CA-SQF-3228		08/19-08/20/13	10/03/13	Cal-EMA	14,621.25	12/06/13	14,621.25
Shirley Complex, CA-SQF-3229		08/20-08/23/13	09/09/13	Cal-EMA	35,955.95	12/09/13	35,955.95
Hough Complex, CA-PNF-1324	2013-07	08/19-08/28/13	10/03/13	USFS	37,607.18	04/16/14	37,607.18
Rim Fire, CA-STF-2857		08/23-09/03/13	10/28/13	Cal-EMA	156,698.60	01/07/14	156,698.60
Pfeiffer Fire, CA-LPF-3810	2013-08	12/16-12/22/13	01/28/13	USFS	23,511.23	04/10/14	23,511.23
Miguelito Fire, CA-SBC-005573 (Estimate)		05/13-05/16/14		Cal-EMA	26,883.39		
Coco's Fire, CA-MVU-010212 (Estimate)		05/14-05/19/14		Cal-EMA	85,513.08		
					<b>\$ 501,712.65</b>		<b>\$ 389,316.18</b>

**PRICE, POSTEL & PARMA LLP**

COUNSELLORS AT LAW  
 POST OFFICE BOX 99  
 SANTA BARBARA, CA 93102-0099

(805) 962-0011

TAX ID # 95-1782877

MONTECITO FIRE PROTECTION DISTRICT  
 595 SAN YSIDRO ROAD  
 SANTA BARBARA, CA 93108

June 10, 2014  
 File #: 12611  
 Invoice #: 116255  
 Billing Attorney: MSM

**ACCOUNT SUMMARY BALANCE**

RE: GENERAL MATTERS Our File Number: 12611-00000	3,274.50
RE: CONTRACTS Our File Number: 12611-00014	324.50
RE: BOARD MTGS Our File Number: 12611-00061	2,006.00
RE: 2014 PROPOSITION 4 OVERRIDE Our File Number: 12611-00083	88.50
<b>Current Total Charges</b>	<b>5,693.50</b>

\* \* \* \* \*

**SUMMARY OF CURRENT CHARGES**

Current Fees	5,693.50	
Total Current Fees & Costs	5,693.50	
<b>Total Current Due</b>		<b>\$5,693.50</b>

**SUMMARY OF PAST DUE BALANCES**

<b>Total Past Due</b>		<b>\$0.00</b>
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Cochrane Property Management, Inc.

Period: 01 Jun 2014-30 Jun 2014

P.O. Box 4370  
Santa Barbara, CA 93140

## Owner Statement



## Montecito Fire Protection District (MFPD)

c/o Cochrane Property Management, Inc.  
PO Box 4370  
Santa Barbara, CA 93140



## Properties

**186 - Cochrane Prop.**  
**Mgmt. FBO MFPD -**  
1255-1259 E. Valley Road  
Santa Barbara, CA 93108

Date	Payee / Payer	Type	Reference	Description	Income	Expense	Balance
				Beginning Cash Balance as of 06/01/2014			14,508.83
06/02/2014	Larry Todd Edwards	ACH receipt	OUI-LH30	1255 - Rent Income	1,636.00		16,144.83
06/02/2014	Thomas V. Homer	Receipt	1278	1257 - Rent Income - June 2014	1,210.00		17,354.83
06/02/2014	David Ward	Receipt	0013423653	1259 - Rent Income - June 2014	1,226.00		18,580.83
06/11/2014	Hydrex, Inc. (Santa Barbara)	Check	18692	Pest Control - 5/12/14 mo rodent service		92.00	18,488.83
06/11/2014	MarBorg Industries	Check	18693	Trash/Recycling - 4/30/14 May & June trash/recycling/ green waste		177.68	18,311.15
06/11/2014	Peyton/Scapes	Check	18694	Gardening/Landscaping - 5/31/14 mo gardening - June 2014		55.00	18,256.15
06/11/2014	Peyton/Scapes	Check	18694	Gardening/Landscaping - 5/31/14 mo gardening - June 2014		55.00	18,201.15
06/11/2014	Peyton/Scapes	Check	18694	Gardening/Landscaping - 5/31/14 mo gardening - June 2014		55.00	18,146.15
06/11/2014	Rayne Water Conditioning	Check	18695	1257 - Water/Sewer - Monthly water softening 6/4/14 - June 2014		45.67	18,100.48
06/11/2014	Rayne Water Conditioning	Check	18695	1255 - Water/Sewer - Monthly water softening 6/4/14 - June 2014		72.90	18,027.58
06/11/2014	Rayne Water Conditioning	Check	18695	1259 - Water/Sewer - Monthly water softening 6/4/14 - June 2014		45.67	17,981.91
06/26/2014	Cochrane Property Management, Inc.	Check	18696	Administrative Fee - Monthly service fee - min \$5 - June 2014 - Monthly service fee - min \$5		5.00	17,976.91
06/26/2014	Cochrane Property Management, Inc.	Check	18696	Property Mgmt Fees - Property Mgmt Fees for 06/2014		244.32	17,732.59
06/27/2014	Montecito Water District	Payment	ACH	Water/Sewer - monthly water 01-1256-03: 4/28/14 - 5/28/14 (24 HCF) - June 2014 - Montecito Water monthly bill		164.65	17,567.94
06/27/2014	Super Bee Rescue & Removal	Check	18697	Pest Control - 6/8/14 - bee removal, cut out hive		250.00	17,317.94

Date	Payee / Payer	Type	Reference	Description	Income	Expense	Balance
Ending Cash Balance							17,317.94
<b>Total</b>					<b>4,072.00</b>	<b>1,262.89</b>	

**Property Cash Summary**

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Required Reserves	5,000.00
Prepaid Rent for Future Rent	0.00



**Cash Flow****Cochrane Property Management, Inc.****Properties:** 186 - Cochrane Prop. Mgmt. FBO MFPD - 1255-1259 E. Valley Road Santa Barbara, CA 93108**Owned By:** Montecito Fire Protection District (MFPD)**Date Range:** 06/01/2014 to 06/30/2014

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
<b>Operating Income &amp; Expense</b>				
<b>Income</b>				
<b>Income</b>				
Rent Income	4,072.00	100.00	24,432.00	100.00
<b>Total Income</b>	<b>4,072.00</b>	<b>100.00</b>	<b>24,432.00</b>	<b>100.00</b>
<b>Total Operating Income</b>	<b>4,072.00</b>	<b>100.00</b>	<b>24,432.00</b>	<b>100.00</b>
<b>Expense</b>				
<b>Office Expenses</b>				
Administrative Fee	5.00	0.12	30.00	0.12
<b>Total Office Expenses</b>	<b>5.00</b>	<b>0.12</b>	<b>30.00</b>	<b>0.12</b>
<b>Repair &amp; Maintenance</b>				
Gardening/ Landscaping	165.00	4.05	1,590.00	6.51
Pest Control	342.00	8.40	802.00	3.28
<b>Total Repair &amp; Maintenance</b>	<b>507.00</b>	<b>12.45</b>	<b>2,392.00</b>	<b>9.79</b>
Property Mgmt Fees	244.32	6.00	1,465.92	6.00
<b>Utilities</b>				
Water/Sewer	328.89	8.08	2,090.81	8.56
Trash/Recycling	177.68	4.36	533.04	2.18
<b>Total Utilities</b>	<b>506.57</b>	<b>12.44</b>	<b>2,623.85</b>	<b>10.74</b>
<b>Total Operating Expense</b>	<b>1,262.89</b>	<b>31.01</b>	<b>6,511.77</b>	<b>26.65</b>
<b>NOI - Net Operating Income</b>	<b>2,809.11</b>	<b>68.99</b>	<b>17,920.23</b>	<b>73.35</b>
Total Income	4,072.00	100.00	24,432.00	100.00
Total Expense	1,262.89	31.01	6,511.77	26.65
<b>Net Income</b>	<b>2,809.11</b>	<b>68.99</b>	<b>17,920.23</b>	<b>73.35</b>
<b>Other Items</b>				
Owner Distribution	0.00		-10,941.90	
<b>Net Other Items</b>	<b>0.00</b>		<b>-10,941.90</b>	
<b>Cash Flow</b>	<b>2,809.11</b>		<b>6,978.33</b>	
Beginning Cash	14,508.83		10,339.61	
Beginning Cash + Cash Flow	17,317.94		17,317.94	
Actual Ending Cash	17,317.94		17,317.94	

**Balance Sheet**

Properties: 186 - Cochrane Prop. Mgmt. FBO MFPD - 1255-1259 E. Valley Road Santa Barbara, CA 93108

As of: 06/30/2014

Account Name	Balance
<b>ASSETS</b>	
<b>Cash</b>	
Cash in Bank	17,317.94
<b>Total Cash</b>	<b>17,317.94</b>
<b>TOTAL ASSETS</b>	<b>17,317.94</b>
<b>LIABILITIES &amp; CAPITAL</b>	
<b>Liabilities</b>	
<b>Security Deposit/Liability</b>	
Security Deposits On Hand	3,040.00
<b>Total Security Deposit/Liability</b>	<b>3,040.00</b>
<b>Total Liabilities</b>	<b>3,040.00</b>
<b>Capital</b>	
Owner Distribution	-72,315.82
Calculated Retained Earnings	17,920.23
Calculated Prior Years Retained Earnings	68,673.53
<b>Total Capital</b>	<b>14,277.94</b>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>17,317.94</b>

**MONTECITO FIRE PROTECTION DISTRICT**  
**CASH IN TREASURY - ALL FUNDS**  
**July 31, 2014**

	Fund 3650 General	Fund 3651 Pension Obl.	Fund 3652 Capital Outlay	Fund 3653 Land & Bldg	Fund 3654 Mello-Roos	All Funds
Cash Balance at 7/1/14	3,563,628.05	347.22	2,070,998.04	7,858,749.96	9,519.66	13,503,242.93
Income:						
Tax Revenue	13,579.43	-	-	-	-	13,579.43
Interest	7,743.87	0.36	1,981.27	5,688.06	9.88	15,423.44
Other:						
Sale of excess property - Vehicle	-	-	19,850.00	-	-	19,850.00
Belt buck/patches purchase	33.20	-	-	-	-	33.20
	<u>21,356.50</u>	<u>0.36</u>	<u>21,831.27</u>	<u>5,688.06</u>	<u>9.88</u>	<u>48,886.07</u>
Expenses:						
Claims Processed	(211,503.65)	(379,498.71)	-	-	-	(591,002.36)
Payroll	(837,914.83)	-	-	-	-	(837,914.83)
Other:						
Reimbursed expenses*	3,451.81	-	-	-	-	3,451.81
Transfer funds per FY13-14 budget	(379,313.00)	379,313.00	-	-	-	-
	<u>(1,425,279.67)</u>	<u>(185.71)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1,425,465.38)</u>
Cash Balance at 7/31/14	<u>2,159,704.88</u>	<u>161.87</u>	<u>2,092,829.31</u>	<u>7,864,438.02</u>	<u>9,529.54</u>	<u>12,126,663.62</u>

\* Summary of reimbursed expenses:

Montecito Water District - Reimbursement for diesel fuel usage from January to June 2014, \$3,451.81

**MONTECITO FIRE PROTECTION DISTRICT  
WARRANTS AND CLAIMS DETAIL  
June 2014**

Payee	Description	Amount
<b><u>Fund 3650 - General</u></b>		
Across The Street Productions	Blue Card Command: Elliott	346.50
Aflac	Employee paid insurance, June	1,501.22
Allstar Fire Equipment Inc	SCBA parts	1,122.59
Ameravant	Website hosting fee, 7/1-12/31/14	534.00
American Payroll Association	Membership: A. Gil	50.00
Capture Technologies	Voice print annual maintenance	2,759.99
Citygate Associates LLC	SOC Study (Project to date - \$48,790)	11,130.00
Community Radio Inc	Gibraltar space quarterly rental	825.00
Compuvision	Station 2 phone set-up	125.00
Cox Communications	CAD connectivity & Internet	2,669.59
Creative Product Source Inc	Public Education supplies: Kids Tattoos	450.00
Department of Justice	Pre-employment LiveScan screening	32.00
Department of the Interior/BLM	RAWS annual depot maintenance	900.00
Entenmann Rovin Co	Retirement wallet	89.05
FDAC Fire Associations of CA	Membership: Montecito Fire	440.00
Fire Agencies Insurance Risk Auth.	Business Insurance Coverage	29,302.00
Informa Corp	Computer support	1,050.00
Interstate Billing Service Inc	E92 repair - Oil leak and broken crank case	1,023.09
Interstate Billing Service Inc	E93 repair - Power steering leak	3,006.30
Janice M Thielmann	EMT Instruction: Module II	864.00
Joy Equipment Protection	Annual fire extinguishers testing	482.46
MERRAG	Membership: Montecito Fire	250.00
Mission Uniform Service Inc	Shop towels	439.69
Montecito Water District	Water service	365.73
Nationwide Power Solutions Inc	Dispatch UPS	17,861.44
Nestle Pure Life Direct	Bottled water, Sta. 2	187.06
Pauletto Electric	Install clock control on air compressor, Sta. 2	650.00
Peyton Scapes	Landscape maintenance	500.00
Price Postel & Parma	Legal services	2,540.00
Ron Turley Associates Inc	Fleet software annual maintenance	654.00
Santa Barbara News Press	Public notice: Preliminary Budget	54.60
SB South Coast Fire Safe Council	Membership: Montecito Fire	200.00
Satcom Global Inc	Satellite phone charges	148.39
SB County Auditor-Controller	Additional user tax	36.00
SB County Auditor-Controller	FIN quarterly billing	3,648.00
SB County Sheriff Department	Tri-Tech CAD maintenance	24,705.78
Southern California Edison	Electricity service	2,426.00
Sprint	E92 Sim card for MDC	37.99
State Compensation Insurance Fund	Deposit premium increase for FY 14-15	3,258.00
State Compensation Insurance Fund	Workers comp taxes for FY 14-15	31,755.57
State Compensation Insurance Fund	Worker's comp insurance, July	59,065.17
Streamline Office Solutions	Paper for map plotter	96.55
Streamline Office Solutions	Office copier usage fee, 2 months	602.43
Suds-Duds Launderette	Turnouts cleaned	119.85
The Gas Company	Gas service	120.43

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Verizon California	Telephone service	2,280.47
Verizon Wireless	Wireless service	<u>797.71</u>
	Fund 3650 Total	<u><u>211,503.65</u></u>

**Fund 3651 - Pension Obligation**

Union Bank	Debt service interest expense, July 15	45,313.00
Union Bank	Principal payment less credit, July 15	331,995.71
Union Bank	Administration fees, 6/1/14-5/31/15	<u>2,190.00</u>
	Fund 3651 Total	<u><u>379,498.71</u></u>

**MONTECITO FIRE PROTECTION DISTRICT  
PAYROLL EXPENDITURES  
July 2014**

Regular Salaries	\$	500,413.54
Directors Fees		320.00
Auxiliary		799.00
FLSA Safety		6,263.70
FLSA Dispatch		3,513.35
Regular Overtime		39,389.05
Chief Officers - Extra Duty		18,840.00
Dispatch Cadre Earnings		2,381.04
Mass Mutual 457 Contribution		<u>8,400.00</u>
 Gross Wages	 \$	 580,319.68
 District Contributions to Insurance		 101,945.65
District Contributions to Medicare/FICA		7,636.88
District Contributions to SUI		27.98
CalPERS Employee Contribution, District paid		48,246.37
CalPERS Employer Contribution, Employee paid		(23,968.17)
CalPERS, District Contribution		125,207.66
Due to AFLAC		<u>(1,501.22)</u>
 Total Benefits		 <u>257,595.15</u>
<b>Grand Total</b>	<b>\$</b>	<b><u>837,914.83</u></b>

MONTECITO FIRE PROTECTION DISTRICT  
OVERTIME COMPENSATION  
July 2014

Name	Date Worked	Comp Time Hrs	OT Hrs	Total Amount	Sick Relief	Reimbs - Fire Assignment	Emergency Callback	Class Cover	Paramedic Con. Ed	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Description
Gil, A.	06/25/14		1.5	108.92											108.92	Fiscal year-end close
Edwards, T.	06/27/14		24.0	1,884.00									1,884.00			Active shooter meeting
Broumand, A.	06/28/14		1.0	58.44			657.56								58.44	Active shooter meeting
Chapman, S.	06/28/14		12.5	657.56											71.40	Active shooter meeting
Skel, E.	06/28/14		1.0	71.40									1,884.00		181.54	Fiscal year-end close
Gregson, A.	06/29/14		24.0	1,884.00												
Gil, A.	06/30/14		2.5	181.54												
Hauser, B.	06/30/14	24.0	-	-												
Holthe, D.	06/30/14		5.0	340.88	340.88											
Jenkins, J.	06/30/14		17.0	1,686.06									1,686.06			
Gil, A.	07/01/14		1.5	112.73												
McCracken, R.	07/01/14		24.0	1,513.44										1,513.44		Fiscal year-end close
McLeod, G.	07/01/14		24.0	1,884.00									1,884.00			
Bennewate, B.	07/02/14	12.0	12.0	525.42								525.42				
McLeod, G.	07/03/14		24.0	1,884.00									1,884.00			
Bennewate, B.	07/04/14	12.0	12.0	525.42								525.42				
Holthe, D.	07/04/14		24.0	1,693.44								1,693.44				
Badaracco, J.	07/05/14		2.0	162.21											162.21	Engine breakdown
Klenowicz, E.	07/05/14		24.0	1,374.48								1,374.48				
Poulos, T.	07/05/14		24.0	1,510.92						1,510.92						
Bennewate, B.	07/06/14	12.0	12.0	525.42								525.42				
Holthe, D.	07/06/14		24.0	1,693.44								1,693.44				
Badaracco, J.	07/07/14		3.0	243.32			243.32									
Bennewate, B.	07/07/14		1.0	43.79								43.79				
Fuentes, E.	07/07/14		3.5	265.49											265.49	Post-incident investigation
Hauser, B.	07/07/14		1.0	57.02											57.02	Incident hold-over
Hickman, K.	07/07/14		9.5	604.49											604.49	Post-incident investigation
Jenkins, J.	07/07/14		5.0	513.23			513.23									
Klenowicz, E.	07/07/14		3.5	200.45											200.45	Post-incident investigation
Lopez, G.	07/07/14		1.0	62.96											62.96	Incident hold-over
McLeod, G.	07/07/14		24.0	1,884.00									1,884.00			
Poulos, T.	07/07/14		6.5	409.21			409.21									
Powell, K.	07/07/14		4.5	257.72			257.72									
Villarreal, J.	07/07/14		4.5	340.74			340.74									
Zeitsoff, J.	07/07/14		4.5	244.96			244.96									
Koepke, B.	07/08/14		2.0	162.42					162.42							
Mann, K.	07/08/14		24.0	1,693.44								1,693.44				
Poulos, T.	07/08/14		24.0	1,510.92								1,510.92				
Hickman, K.	07/09/14		10.0	636.30											636.30	Post-incident investigation
McLeod, G.	07/09/14		24.0	1,884.00									1,884.00			
Ventura, G.	07/10/14	4.0	-	-											-	BC job post/computer issues
Fuggles, K.	07/12/14		8.0	546.84												
Briner, A.	07/13/14		24.0	1,368.36								1,368.36				
Chapman, S.	07/13/14		24.0	1,306.44								1,306.44				
Gil, A.	07/13/14	4.0	-	-												
Fuentes, E.	07/14/14		10.0	758.55								758.55				
Ventura, G.	07/14/14		1.0	100.47											100.47	Finance Committee packet
Bennewate, B.	07/15/14	12.0	12.0	525.42								525.42				
Davis, S.	07/15/14		24.0	1,413.72								1,413.72				
Briner, A.	07/17/14		24.0	1,368.36								1,368.36				
Koepke, B.	07/17/14		24.0	1,884.00									1,884.00			
Villarreal, J.	07/17/14		24.0	1,817.28								1,817.28				
Hickman, K.	07/18/14		8.0	1,018.08						1,018.08						

Name	Date Worked	Comp Time Hrs	OT Hrs	Total Amount	Sick Relief	Reimb.- Fire Assignment	Emergency Callback	Class Cover	Paramedic Con. Ed	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Description
Bass, L.	07/19/14		24.0	1,540.80								1,540.80				
Edwards, T.	07/19/14		24.0	1,884.00									1,884.00			
Laurifson, R.	07/19/14		24.0	2,862.72								2,862.72				
Klenowicz, E.	07/22/14		23.0	1,317.21								1,317.21				
St. Oegger, D.	07/22/14		1.0	65.79								65.79				
Edwards, T.	07/26/14		24.0	1,884.00									1,884.00			
Elliott, M.	07/26/14		7.0	460.53								460.53				
McCracken, R.	07/27/14		3.5	220.71			220.71									
Gregson, A.	07/27/14		24.0	1,884.00									1,884.00			
Hickman, K.	07/27/14	8.0	16.0	1,018.08								1,018.08				
Bass, L.	07/28/14		24.0	1,540.80								1,540.80				
Ventura, G.	07/28/14		1.5	150.71											150.71	BC Letters/Montecito Journal ac
<b>Grand Total</b>				<b>58,229.05</b>	<b>340.88</b>	<b>-</b>	<b>2,887.45</b>	<b>-</b>	<b>709.26</b>	<b>2,529.00</b>	<b>-</b>	<b>26,949.83</b>	<b>18,840.00</b>	<b>3,199.50</b>	<b>2,773.13</b>	
<b>% of Total</b>				<b>100.00%</b>	<b>0.6%</b>	<b>0.0%</b>	<b>5.0%</b>	<b>0.0%</b>	<b>1.2%</b>	<b>4.3%</b>	<b>0.0%</b>	<b>46.3%</b>	<b>32.4%</b>	<b>5.5%</b>	<b>4.8%</b>	



**MONTECITO FIRE PROTECTION DISTRICT  
SUMMARY OF OVERTIME EXPENSE BY CATEGORY**

**Fiscal Year 2013-14**

Month Paid	Sick	Reimb.-Fire Assignment	Emergency Callback	Class Cover	Paramedic	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Total OT	Monthly % of Budget	Cum. % of Budget
JULY	17,047.80	21,550.17	1,005.12	1,475.64	516.83	6,730.92	13,279.82	15,550.45	9,420.00	3,630.96	3,726.19	93,933.90	11.1%	11.1%
AUGUST	15,315.23	60,900.04	-	1,322.28	110.79	10,935.72	-	20,107.22	-	861.96	824.53	110,377.77	13.0%	24.0%
SEPTEMBER	12,665.18	94,071.40	2,211.15	2,691.72	429.27	2,722.32	1,726.31	12,127.25	1,884.00	1,763.10	4,918.40	137,210.10	16.1%	40.2%
OCTOBER	21,165.09	-	1,961.08	1,306.28	470.86	4,835.64	-	18,184.57	9,420.00	1,993.32	7,271.41	66,608.25	7.8%	48.0%
NOVEMBER	3,594.15	-	6,945.40	1,586.97	350.09	1,425.60	-	5,882.79	4,710.00	2,540.88	5,462.78	32,498.66	3.8%	51.8%
DECEMBER	6,826.38	9,239.53	1,316.32	-	-	1,687.95	-	24,260.50	12,879.42	7,330.14	399.42	63,939.66	7.5%	59.4%
JANUARY	9,070.66	-	-	531.59	-	2,919.60	16,384.59	21,701.93	7,536.00	7,897.86	1,171.76	67,213.98	7.9%	67.3%
FEBRUARY	4,363.35	-	1,675.73	254.28	235.40	-	9,011.52	10,115.66	4,710.00	4,724.91	933.33	36,024.18	4.2%	71.5%
MARCH	4,059.13	-	1,259.06	4,929.53	3,421.31	-	1,459.80	24,381.64	17,898.00	2,347.38	6,257.51	66,013.35	7.8%	79.3%
APRIL	2,865.60	-	981.36	1,822.71	156.93	-	1,142.40	43,392.95	21,666.00	1,443.83	9,113.12	82,584.90	9.7%	89.0%
MAY	4,949.34	49,748.43	6,884.82	4,117.70	718.31	3,968.04	22,596.42	31,472.36	20,724.00	3,356.64	8,835.36	157,371.41	18.5%	107.5%
JUNE	4,112.40	5,900.27	4,416.03	2,197.94	-	2,148.12	-	35,979.06	11,304.00	12,055.32	2,442.25	80,555.39	9.5%	117.0%
<b>TOTAL</b>	<b>106,034.30</b>	<b>241,409.84</b>	<b>28,656.06</b>	<b>22,236.64</b>	<b>6,409.79</b>	<b>37,373.91</b>	<b>65,600.86</b>	<b>263,156.37</b>	<b>122,151.42</b>	<b>49,946.30</b>	<b>51,356.05</b>	<b>994,331.54</b>	<b>117.0%</b>	
	<b>10.7%</b>	<b>24.3%</b>	<b>2.9%</b>	<b>2.2%</b>	<b>0.6%</b>	<b>3.8%</b>	<b>6.6%</b>	<b>26.5%</b>	<b>12.3%</b>	<b>5.0%</b>	<b>5.2%</b>	<b>100.0%</b>		

**Fiscal Year 2014-15**

Month Paid	Sick	Reimb.-Fire Assignment	Emergency Callback	Class Cover	Paramedic	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Total OT	Monthly % of Budget	Cum. % of Budget
JULY	340.88	-	2,887.45	-	709.26	2,529.00	-	26,949.83	18,840.00	3,199.50	2,773.13	58,229.05	6.9%	6.9%
AUGUST													0.0%	6.9%
SEPTEMBER													0.0%	6.9%
OCTOBER													0.0%	6.9%
NOVEMBER													0.0%	6.9%
DECEMBER													0.0%	6.9%
<b>TOTAL</b>	<b>340.88</b>	<b>-</b>	<b>2,887.45</b>	<b>-</b>	<b>709.26</b>	<b>2,529.00</b>	<b>-</b>	<b>26,949.83</b>	<b>18,840.00</b>	<b>3,199.50</b>	<b>2,773.13</b>	<b>58,229.05</b>	<b>6.9%</b>	
	<b>0.6%</b>	<b>0.0%</b>	<b>5.0%</b>	<b>0.0%</b>	<b>1.2%</b>	<b>4.3%</b>	<b>0.0%</b>	<b>46.3%</b>	<b>32.4%</b>	<b>5.5%</b>	<b>4.8%</b>	<b>100.0%</b>		

**MONTECITO FIRE PROTECTION DISTRICT  
FIRE ASSIGNMENTS - BILLING  
FY 2013-2014**

Fire Name, #	Invoice #	Period Covered	Date Billed/ Inv. Received	Agency	Total Due	Date Rec'd	Amt. Rec'd.
West Fork Complex, CO-SJF-0285	2013-04	07/02-07/11/13	08/07/13	USFS	\$ 18,460.49	11/14/13	\$ 18,460.49
Chariot Fire, CA-MVU-014084		07/08-07/11/13	09/03/13	Cal-EMA	29,226.50	12/04/13	29,226.50
Falls Fire, CA-CNF-002512		08/06-08/08/13	09/09/13	Cal-EMA	23,401.17	12/03/13	23,401.17
Silver Fire, CA-RRU-079781		08/08-08/10/13	09/03/13	Cal-EMA	29,398.41	12/04/13	29,398.41
American Fire, CA-TNF-1562	2013-06	08/12-08/19/13	09/12/13	USFS	12,499.70	05/09/14	12,499.70
American Fire, CA-TNF-1562		08/15-08/18/13	03/10/14	Cal-EMA	7,935.70	05/30/14	7,935.70
Shirley Fire, CA-SQF-3228		08/19-08/20/13	10/03/13	Cal-EMA	14,621.25	12/06/13	14,621.25
Shirley Complex, CA-SQF-3229		08/20-08/23/13	09/09/13	Cal-EMA	35,955.95	12/09/13	35,955.95
Hough Complex, CA-PNF-1324	2013-07	08/19-08/28/13	10/03/13	USFS	37,607.18	04/16/14	37,607.18
Rim Fire, CA-STF-2857		08/23-09/03/13	10/28/13	Cal-EMA	156,698.60	01/07/14	156,698.60
Pfeiffer Fire, CA-LPF-3810	2013-08	12/16-12/22/13	01/28/13	USFS	23,511.23	04/10/14	23,511.23
Miguelito Fire, CA-SBC-005573 (Estimate)		05/13-05/16/14		Cal-EMA	26,883.39		
Coco's Fire, CA-MVU-010212		05/14-05/19/14	07/18/14	Cal-EMA	86,886.41		
					<b>\$ 503,085.98</b>		<b>\$ 389,316.18</b>

**PRICE, POSTEL & PARMA LLP**

COUNSELLORS AT LAW  
 POST OFFICE BOX 99  
 SANTA BARBARA, CA 93102-0099

(805) 962-0011

TAX ID # 95-1782877

MONTECITO FIRE PROTECTION DISTRICT  
 595 SAN YSIDRO ROAD  
 SANTA BARBARA, CA 93108

July 8, 2014  
 File #: 12611  
 Invoice #: 116514  
 Billing Attorney: MSM

**ACCOUNT SUMMARY BALANCE**

RE: GENERAL MATTERS Our File Number: 12611-00000	563.50
RE: ELECTION OF DIR/STMNT OF FACTS Our File Number: 12611-00006	472.00
RE: ORDINANCES Our File Number: 12611-00022	206.50
RE: BOARD MTGS Our File Number: 12611-00061	1,298.00
<b>Current Total Charges</b>	<b>2,540.00</b>

\* \* \* \* \*

**SUMMARY OF CURRENT CHARGES**

Current Fees	2,540.00	
Total Current Fees & Costs	2,540.00	
<b>Total Current Due</b>		<b>\$2,540.00</b>

**SUMMARY OF PAST DUE BALANCES**

<b>Total Past Due</b>		<b>\$0.00</b>
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Cochrane Property Management, Inc.

Period: 01 Jul 2014-31 Jul 2014

P.O. Box 4370  
 Santa Barbara, CA 93140

**Owner Statement**



Montecito Fire Protection District (MFPD)  
 c/o Cochrane Property Management, Inc.  
 PO Box 4370  
 Santa Barbara, CA 93140



Properties  
**186 - Cochrane Prop.**  
**Mgmt. FBO MFPD -**  
 1255-1259 E. Valley Road  
 Santa Barbara, CA 93108

Date	Payee / Payer	Type	Reference	Description	Income	Expense	Balance
				Beginning Cash Balance as of 07/01/2014			17,317.94
07/01/2014	David Ward	Receipt	0018414127	1259 - Rent Income - July 2014	1,226.00		18,543.94
07/02/2014	Larry Todd Edwards	ACH receipt	RIF3-Q1YF	1255 - Rent Income - July 2014	1,636.00		20,179.94
07/02/2014	Thomas V. Homer	Receipt	1279	1257 - Rent Income - July 2014	1,210.00		21,389.94
07/21/2014	Montecito Water District	Payment	ACH	Water/Sewer - monthly water 01-1256-03: 5/29/14 - 6/30/14 - July 2014 - Montecito Water monthly bill		151.57	21,238.37
07/28/2014	Cochrane Property Management, Inc.	Check	18698	Administrative Fee - Monthly service fee - min \$5 - July 2014 - Monthly service fee - min \$5		5.00	21,233.37
07/28/2014	Cochrane Property Management, Inc.	Check	18698	Property Mgmt Fees - Property Mgmt Fees for 07/2014		244.32	20,989.05
07/28/2014	Peyton/Scapes	Check	18699	Gardening/Landscaping - July 2014		55.00	20,934.05
07/28/2014	Peyton/Scapes	Check	18699	Gardening/Landscaping - July 2014		55.00	20,879.05
07/28/2014	Peyton/Scapes	Check	18699	Gardening/Landscaping - July 2014		55.00	20,824.05
				Ending Cash Balance			20,824.05
<b>Total</b>					<b>4,072.00</b>	<b>565.89</b>	

**Property Cash Summary**

Required Reserves	5,000.00
Prepaid Rent for Future Rent	0.00

**Cash Flow**

Cochrane Property Management, Inc.

Properties: 186 - Cochrane Prop. Mgmt. FBO MFPD - 1255-1259 E. Valley Road Santa Barbara, CA 93108

Owned By: Montecito Fire Protection District (MFPD)

Date Range: 07/01/2014 to 07/31/2014

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
<b>Operating Income &amp; Expense</b>				
<b>Income</b>				
<b>Income</b>				
Rent Income	4,072.00	100.00	28,504.00	100.00
<b>Total Income</b>	<b>4,072.00</b>	<b>100.00</b>	<b>28,504.00</b>	<b>100.00</b>
<b>Total Operating Income</b>	<b>4,072.00</b>	<b>100.00</b>	<b>28,504.00</b>	<b>100.00</b>
<b>Expense</b>				
<b>Office Expenses</b>				
Administrative Fee	5.00	0.12	35.00	0.12
<b>Total Office Expenses</b>	<b>5.00</b>	<b>0.12</b>	<b>35.00</b>	<b>0.12</b>
<b>Repair &amp; Maintenance</b>				
Gardening/ Landscaping	165.00	4.05	1,755.00	6.16
Pest Control	0.00	0.00	802.00	2.81
<b>Total Repair &amp; Maintenance</b>	<b>165.00</b>	<b>4.05</b>	<b>2,557.00</b>	<b>8.97</b>
Property Mgmt Fees	244.32	6.00	1,710.24	6.00
<b>Utilities</b>				
Water/Sewer	151.57	3.72	2,242.38	7.87
Trash/Recycling	0.00	0.00	533.04	1.87
<b>Total Utilities</b>	<b>151.57</b>	<b>3.72</b>	<b>2,775.42</b>	<b>9.74</b>
<b>Total Operating Expense</b>	<b>565.89</b>	<b>13.90</b>	<b>7,077.66</b>	<b>24.83</b>
<b>NOI - Net Operating Income</b>	<b>3,506.11</b>	<b>86.10</b>	<b>21,426.34</b>	<b>75.17</b>
Total Income	4,072.00	100.00	28,504.00	100.00
Total Expense	565.89	13.90	7,077.66	24.83
<b>Net Income</b>	<b>3,506.11</b>	<b>86.10</b>	<b>21,426.34</b>	<b>75.17</b>
<b>Other Items</b>				
Owner Distribution	0.00		-10,941.90	
<b>Net Other Items</b>	<b>0.00</b>		<b>-10,941.90</b>	
<b>Cash Flow</b>	<b>3,506.11</b>		<b>10,484.44</b>	
<b>Beginning Cash</b>	<b>17,317.94</b>		<b>10,339.61</b>	
<b>Beginning Cash + Cash Flow</b>	<b>20,824.05</b>		<b>20,824.05</b>	
<b>Actual Ending Cash</b>	<b>20,824.05</b>		<b>20,824.05</b>	

**Balance Sheet**

**Properties:** 186 - Cochrane Prop. Mgmt. FBO MFPD - 1255-1259 E. Valley Road Santa Barbara, CA 93108

**As of:** 07/31/2014

<b>Account Name</b>	<b>Balance</b>
<b>ASSETS</b>	
<b>Cash</b>	
Cash in Bank	20,824.05
<b>Total Cash</b>	<u>20,824.05</u>
<b>TOTAL ASSETS</b>	<u>20,824.05</u>
<b>LIABILITIES &amp; CAPITAL</b>	
<b>Liabilities</b>	
<b>Security Deposit/Liability</b>	
Security Deposits On Hand	3,040.00
<b>Total Security Deposit/Liability</b>	<u>3,040.00</u>
<b>Total Liabilities</b>	<u>3,040.00</u>
<b>Capital</b>	
Owner Distribution	-72,315.82
Calculated Retained Earnings	21,426.34
Calculated Prior Years Retained Earnings	68,673.53
<b>Total Capital</b>	<u>17,784.05</u>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<u>20,824.05</u>



**MONTECITO FIRE PROTECTION DISTRICT**  
**PARS GASB 45 Program**

**Annual Account Report for the Period**  
**7/1/2013 to 6/30/2014**

Stephen Hickman  
 Fire Chief  
 Montecito Fire Protection District  
 595 San Ysidro Rd.  
 Santa Barbara, CA 93108

**Account Summary**

Source	Beginning Balance as of 7/1/2013	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 6/30/2014
Employer Contribution	\$2,690,911.86	\$1,175,856.00	\$365,295.09	\$15,006.59	\$0.00	\$0.00	\$4,217,056.36
<b>Totals</b>	<b>\$2,690,911.86</b>	<b>\$1,175,856.00</b>	<b>\$365,295.09</b>	<b>\$15,006.59</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,217,056.36</b>

**Investment Selection**

Balanced HighMark PLUS

**Investment Objective**

The dual goals of the Balanced Strategy are growth of principal and income. While dividend and interest income are an important component of the objective's total return, it is expected that capital appreciation will comprise a larger portion of the total return. The portfolio will be allocated between equity and fixed income investments.

**Investment Return**

1-Month	3-Months	1-Year	Annualized Return			Inception Date
			3-Years	5-Years	10-Years	
1.48%	2.84%	13.48%	8.26%	N/A	N/A	1/19/2010

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past Performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.

Inception Date: Plans inception date





# ATTACHMENT

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## STAFF REPORT

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**Prepared for:** Montecito Fire Protection Board of Directors

**Prepared by:** Araceli Gil, District Accountant

**Date:** August 18, 2014

**Topic:** Budget Review for Fiscal Year Ending June 30, 2014

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### Summary

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The District ended the 2013-14 fiscal year in a favorable financial position in the three main funds: General, Capital Outlay and Land & Building. While the Finance Committee has already reviewed various detailed reports for the year ending June 30, 2014, this report provides an overview of the District's financial position.

### Discussion

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#### Balance Sheet Summary:

##### General Fund (3650)

Balance sheet snapshot on June 30, 2014

Total assets:	\$ 4,228,733
Total liabilities:	415,380
Total fund balance:	\$ 3,813,353

The assets include: cash in treasury, accounts receivable from fire assignments, and worker's compensation insurance deposit. Liabilities include: Accounts payable and accrued expenses for payroll related expenses and other unpaid expenses at year end.

The total fund balance increased \$508,656 from June 30, 2013. The increase is mainly due to higher than anticipated revenues for fiscal year 2013-14.

##### Capital Outlay Fund (3652)

Balance sheet snapshot on June 30, 2014

Total assets:	\$ 2,226,855
Total liabilities:	-0-
Total fund balance:	\$ 2,226,855

The assets include: cash in treasury and a prepayment of \$154,933 for the Type 6 Patrol vehicle scheduled to arrive in August. The total fund balance increased \$34,132 from June 30, 2013. The increase is mainly due to funds transferred in from the General Fund and interest income.

### **Land & Building Fund (3653)**

Balance sheet snapshot on June 30, 2014

Total assets:	\$ 7,860,427
Total liabilities:	-0-
Total fund balance:	\$ 7,860,427

The assets include: cash in treasury. The total fund balance increased \$48,483 from June 30, 2013. The increase is due to interest income.

**Financial Status Summary:** Please reference the attached Financial Status Report generated from FIN for the information highlighted below.

### **Revenues**

General Fund (3650): The District estimated FY 13-14 revenues of \$14,587,133 (4A). The main source of revenue was Property Taxes budgeted at \$13,874,770 (1A), or 95%, of total revenue. Actual Property Taxes collected by the District were \$14,112,264 (1B), or \$237,494 (1C) over the budgeted amount.

The District estimated other revenue sources, which include interest, Homeowners Property Tax Relief, Federal and State fire reimbursements, EMS medical response payments, rental income and CSFD dispatch payments, to total \$712,363 (2A-3A). Actual revenue collected was \$902,743 (2B-3B), or \$190,380 over the budgeted amount.

Total revenue collected was \$15,015,007, or \$427,874 over the budgeted amount (4).

### **Expenditures**

Salaries and Employee Benefits: Total expenditures were \$12,118,919, or \$147,725 under budget (5). The Overtime account exceeded the budgeted amount by \$124,400, but the difference was absorbed by the available funds in the Salaries, Retirement Contribution and Workers Compensation.

Services and Supplies: Total expenditures were \$1,335,925, or \$81,783 over budget (6). In May, the Board approved a budget adjustment which allowed the District to use anticipated excess funds from the Salaries and Employee Benefits category to make purchases for items not included in the original budget, resulting in the excess spending in Services and Supplies.

Capital Assets: Total expenditures were \$92,067, or \$62,377 over budget (7). As previously mentioned, the Board-approved budget adjustment allowed the District to make additional capital asset purchases not included in the original budget.

Overall, the District's expenditures were \$13,546,910, or \$3,566 under the total budgeted amount (8).

## Fund Balance

The District budgeted for a total increase in Residual Fund Balance carryover of \$72,826 (10A), but the actual carryover increase was \$504,270 in Residual Fund Balance (10B) and \$4,368 for the Nonspendable Fund Balance (9B), for a total change of \$508,656. As mentioned in the balance sheet section, the increase is due in large part to unanticipated revenues.

The total fund balance at June 30, 2014 was \$3,813,353, designated as follows:

Nonspendable -	\$ 67,620	(Held as a deposit with worker's compensation insurance company)
Committed -	\$ 1,200,500	(Contingency/Disaster reserve)
Residual -	\$ 2,040,963	(Funds without designation)

## Conclusion

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Overall, the District's financial performance for fiscal year 2013-14 was very positive with an overall net increase in fund balance of over \$508,000.

As the District has continued to build healthy fund balances, Staff will prepare recommendations for the Board's consideration to establish formal District reserve policies as proposed in Capitol PFG's Financial Analysis.



**Montecito Fire Protection District  
FIN Financial Status Report  
For the Year Ended June 30, 2014**

<b>Line Item Account</b>	<b>A Fiscal Year Budget</b>	<b>B Actual</b>	<b>C Over/(Under) Budget</b>	<b>D Percent of Budget</b>	
<b>Revenues</b>					
<b>Property Taxes</b>					
3010 -- Property Tax-Current Secured	13,092,378	13,200,333	107,955	100.8%	
3011 -- Property Tax-Unitary	95,036	107,223	12,187	112.8%	
3020 -- Property Tax-Current Unsecd	560,700	594,307	33,607	106.0%	
3040 -- Property Tax-Prior Secured	-	(58,054)	(58,054)	--	
3050 -- Property Tax-Prior Unsecured	-	8,335	8,335	--	
3054 -- Supplemental Pty Tax-Current	126,656	243,666	117,010	192.4%	
3056 -- Supplemental Pty Tax-Prior	-	16,454	16,454	--	
Property Taxes	13,874,770	14,112,264	237,494	101.7%	<b>1</b>
<b>Use of Money and Property</b>					
3380 -- Interest Income	14,345	18,588	4,243	129.6%	<b>2</b>
3381 -- Unrealized Gain/Loss Invstmnts	-	11,468	11,468	--	
3409 -- Other Rental of Bldgs and Land	48,864	48,864	-	100.0%	
Use of Money and Property	63,209	78,920	15,711	124.9%	
<b>Intergovernmental Revenue-State</b>					
3750 -- State-Emergency Assistance	297,238	410,535	113,297	138.1%	
4220 -- Homeowners Property Tax Relief	77,800	86,330	8,530	111.0%	
Intergovernmental Revenue-State	375,038	496,865	121,827	132.5%	
<b>Intergovernmental Revenue-Federal</b>					
4476 -- Federal Emergency Assistance	92,078	97,418	5,340	105.8%	
Intergovernmental Revenue-Federal	92,078	97,418	5,340	105.8%	
<b>Miscellaneous Revenue</b>					
5909 -- Other Miscellaneous Revenue	182,038	229,389	47,351	126.0%	
Miscellaneous Revenue	182,038	229,389	47,351	126.0%	
<b>Other Financing Sources</b>					
5919 -- Sale Capital Assets-Prsnl Prop	-	150	150	--	
Other Financing Sources	-	150	150	--	<b>3</b>
<b>Total Revenues</b>	<b>14,587,133</b>	<b>15,015,007</b>	<b>427,874</b>	<b>102.9%</b>	<b>4</b>

**Montecito Fire Protection District  
FIN Financial Status Report  
For the Year Ended June 30, 2014**

<b>Line Item Account</b>	<b>A Fiscal Year Budget</b>	<b>B Actual</b>	<b>C Over/(Under) Budget</b>	<b>D Percent of Budget</b>	
<b>Expenditures</b>					
<b>Salaries and Employee Benefits</b>					
6100 -- Regular Salaries	6,364,335	6,297,211	67,124	99.0%	
6300 -- Overtime	850,000	974,412	(124,412)	114.6%	
6400 -- Retirement Contribution	1,793,563	1,729,446	64,117	96.4%	
6475 -- Retiree Medical OPEB	1,175,856	1,175,856	-	100.0%	
6550 -- FICA/Medicare	97,358	93,281	4,077	95.8%	
6600 -- Health Insurance Contrib	1,216,410	1,219,299	(2,889)	100.2%	
6700 -- Unemployment Ins Contribution	9,715	9,001	714	92.7%	
6900 -- Workers Compensation	759,407	620,412	138,995	81.7%	
Salaries and Employee Benefits	12,266,644	12,118,919	147,725	98.8%	<b>5</b>
<b>Services and Supplies</b>					
7030 -- Clothing and Personal	20,036	20,875	(839)	104.2%	
7050 -- Communications	74,115	78,272	(4,157)	105.6%	
7060 -- Food	2,600	1,245	1,355	47.9%	
7070 -- Household Expense	22,550	25,341	(2,791)	112.4%	
7090 -- Insurance	29,867	29,867	(0)	100.0%	
7120 -- Maintenance - Equipment	95,880	114,801	(18,921)	119.7%	
7200 -- MTC-Struct/Impr & Grounds	20,500	32,175	(11,675)	157.0%	
7322 -- Consulting & Mgmt Fees	3,100	2,932	168	94.6%	
7324 -- Audit and Accounting Fees	25,305	24,705	600	97.6%	
7400 -- Medical, Dental and Lab	20,564	15,972	4,592	77.7%	
7430 -- Memberships	2,500	2,552	(52)	102.1%	
7440 -- Miscellaneous Expense	90,000	87,420	2,580	97.1%	
7450 -- Office Expense	25,851	27,616	(1,765)	106.8%	
7460 -- Professional & Special Service	336,500	296,770	39,730	88.2%	
7506 -- Administrative Expense (SBC)	173,000	150,687	22,313	87.1%	
7507 -- ADP Payroll Fees	6,000	6,216	(216)	103.6%	
7530 -- Publications & Legal Notices	2,000	1,660	340	83.0%	
7580 -- Rents/Leases-Structure	5,535	4,782	753	86.4%	
7630 -- Small Tools & Instruments	38,016	212,472	(174,456)	558.9%	
7650 -- Special Departmental Expense	48,223	31,307	16,917	64.9%	
7653 -- Training Fees & Supplies	2,000	1,106	894	55.3%	
7671 -- Special Projects	27,000	6,439	20,561	23.9%	
7730 -- Transportation and Travel	17,000	11,066	5,934	65.1%	
7731 -- Gasoline-Oil-Fuel	50,000	54,815	(4,815)	109.6%	
7732 -- Training and Travel	71,000	49,878	21,122	70.3%	
7760 -- Utilities	45,000	44,955	45	99.9%	
Services and Supplies	1,254,142	1,335,925	(81,783)	106.5%	<b>6</b>



**Montecito Fire Protection District  
FIN Financial Status Report  
For the Year Ended June 30, 2014**

<b>Line Item Account</b>	<b>A</b> <b>Fiscal Year</b> <b>Budget</b>	<b>B</b> <b>Actual</b>	<b>C</b> <b>Over/(Under)</b> <b>Budget</b>	<b>D</b> <b>Percent of</b> <b>Budget</b>	
<b>Capital Assets</b>					
8300 -- Equipment	29,690	92,067	(62,377)	310.1%	
Capital Assets	29,690	92,067	(62,377)	310.1%	<b>7</b>
<b>Total Expenditures</b>	<b>13,550,476</b>	<b>13,546,910</b>	<b>3,566</b>	<b>100.0%</b>	<b>8</b>
<b>Other Financing Uses</b>					
7901 -- Transfers to Other Funds	959,445	959,441	4	100.0%	
<b>Total Other Financing Uses</b>	<b>959,445</b>	<b>959,441</b>	<b>4</b>	<b>100.0%</b>	
<b>Changes to Fund Balances</b>					
<b>Increase to Nonspendables</b>					
9605 -- Prepays/Deposits	4,386	4,386	-	100.0%	
Increase to Nonspendables	4,386	4,386	-	100.0%	<b>9</b>
Changes to Fund Balances	(4,386)	(4,386)	-	100.0%	
<b>Net Financial Impact</b>	<b>72,826</b>	<b>504,270</b>	<b>431,444</b>	<b>692.4%</b>	<b>10</b>





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## STAFF REPORT

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**Prepared for:** Montecito Fire Protection Board of Directors

**Prepared by:** Araceli Gil, District Accountant

**Date:** August 19, 2014

**Topic:** Final Budget Draft for Fiscal Year 2014-15

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### Summary

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The following report will review changes made to the draft of the Final Budget in comparison to the Board-approved Preliminary Budget for the current fiscal year.

After receiving an estimated assessed value percentage increase in property tax revenue of 4.41% from the SB County-Auditor Controller's office for fiscal year 2014-15, the preliminary budget was updated to consider the increase in revenue and allocation of that income to various expenditure accounts.

### Background

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In the Preliminary Budget for FY 2014-15, which was approved at the June 23, 2014 Board meeting, the District assumed a conservative 0% growth from last fiscal year's assessed property tax value. Due to the various budget adjustments, the Finance Committee and Board of Directors will have the opportunity to review the final budget in August, prior to final approval at the September 22, 2014 Board meeting.

### Discussion

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#### Revenue (Fund 3650 Pg. 1)

Estimated revenue is predicted to be over \$1.5 million higher than accounted for in the Preliminary Budget. There are two major areas that contribute to the increase:

1. The 4.41% change in property tax revenue (\$700,000).
2. Funds transferred to the General Fund from the Land & Building Fund (3653) for an additional contribution to the OPEB fund (\$800,000).

### **Expenditures – Salaries & Employee Benefits (Fund 3650 Pg. 2)**

6100 Salaries – The increase in budgeted funds allows for anticipated changes resulting from upcoming promotions and retirements.

6475 Retiree Medical OPEB – As recommended by Capitol PFG, the additional \$800,000 is a scheduled contribution to prefund the District’s OPEB trust fund with PARS (Public Agency Retirement Services).

6600 Insurance Contributions – Actual insurance rates have become available for health, dental and vision insurance companies, which are lower than the anticipated percentage increase used in the Preliminary Budget.

6900 Worker’s Compensation Insurance – The District reduced its Worker’s Compensation Experience Modification Factor (“ExMod”) by almost 30%, which is a factor believed to have a direct influence on premium rates. Regardless of the ExMod decrease issued by State Fund, the renewal premium for FY 2014-15 was \$33,000 more than the estimated premium used in the Preliminary Budget. State Fund has been asked to review the policy in conjunction with the District’s claims over the last few years in an effort to reduce the premium in future years.

### **Expenditures – Services & Supplies (Fund 3650 Pg. 2)**

7120 Maintenance Equipment – In past years, this account line item has been used to account for all maintenance, excluding building and grounds maintenance (account 7200). Moving forward, this account line item will continue to capture maintenance for all tools, instruments, and other operating supplies, but it will exclude all vehicle/fleet maintenance which will now be expensed to 7363 Equipment Maintenance (Vehicles).

7363 Equipment Maintenance (Vehicles) – The new line item will account for all parts and repairs for the District’s vehicle/apparatus fleet. Funding for 7653 was reclassified from 7120.

7348 Instruments and Equipment less than \$5,000 (Fund 3650 Pg. 3) – The new line item will mostly account tools/equipment over \$1,000 budgeted for the current fiscal year. Items under \$1,000 will be captured in 7630 Small Tools and Instruments.

7460 Professional and Specialized Services – This account line item captures all professional services used on a monthly or annual basis; legal, IT, medical exams, mapping, communications consulting, and special studies (i.e. Standards of Cover and Financial Analysis). The Final Budget includes estimated funding for proposed professional services including helicopter repositioning services and a California Wildland Protection Plan (CWPP) and related environmental review.

7510 Contractual Services – The new line item will account for all annual maintenance/user agreements the District has established as part of its operations. Examples of items included are: annual fees established by the County Sheriff’s office for Computer Aided Dispatch (CAD)

services, various software annual fees, website hosting fees, and Firehouse software maintenance. Funding for 7510 was reclassified primarily from 7120 and 7450 Office Expense. 7650 District Special Expense (Fund 3650 Pg. 4) – This line item is used to account for planned occurrences/events for the fiscal year budget in discussion. The majority of the \$56,000 account increase is allocated to a proposed plan to increase the number of HEARO alert radios located within District boundaries.

8300 Capital Assets – This line item is used to account for fixed assets over \$5,000, which are recorded and depreciated over an estimate useful life. Identified needs for this fiscal year include the purchase of a back-up power system for Dispatch equipment and new IT servers and infrastructure.

## **Conclusion**

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After estimating all expected revenue and going through a staff-wide budget expenditures request process, I believe that this draft of the Final Budget can meet the operational needs of the District for the fiscal year 2014-15.

If the budget is approved as drafted on August 12, 2014 for the Finance Committee, an anticipated Net Financial Impact will result in a \$100,000 increase to the fund balance, with the intention of using the funds to establish a formalized reserve policy.



**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DETAIL  
FISCAL YEAR 2014-15  
AUGUST 25, 2014**

FUND 3650 - GENERAL FUND				
Account	Line Item Description	Final Budget FY 2014-15	Prelim. Budget FY 2014-15	Increase/ (Decrease)
<b>REVENUES</b>				
<b>Taxes</b>				
3010	Property Tax - Secured (4.41% Incr.)	13,782,468	13,133,310	649,158
3011	Property Tax - Unitary	107,223	96,768	10,455
3020	Property Tax - Unsecured	582,421	602,642	(20,221)
3040	Property Tax - Prior Secured	(60,614)	-	(60,614)
3050	Property Tax - Prior Unsecured	7,918	-	7,918
3054	Supplemental Property Tax	219,299	119,717	99,582
3056	Supplemental Property Tax - Prior	14,809	-	14,809
	<b>Total Taxes Revenue</b>	<b>14,653,524</b>	<b>13,952,436</b>	<b>701,088</b>
<b>Use of Money and Property</b>				
3380	Interest Income	17,659	10,000	7,659
3409	Rental Property Income	50,961	48,864	2,097
	<b>Total Use of Money and Property</b>	<b>68,620</b>	<b>58,864</b>	<b>9,756</b>
<b>Intergovernmental Revenue - State</b>				
4220	Homeowners Property Tax Relief	86,330	85,087	1,243
	<b>Total Intergovernmental Revenue - State</b>	<b>86,330</b>	<b>85,087</b>	<b>1,243</b>
<b>Charges for Services</b>				
5105	Reimbursement for District Services	180,140	177,920	2,220
	AMR First Response Payment	94,400	-	-
	CSFD Dispatch Services	85,740	84,808	-
	<b>Total Charges for Services</b>	<b>180,140</b>	<b>177,920</b>	<b>2,220</b>
<b>Miscellaneous Revenue</b>				
5909	Other Miscellaneous Revenue	5,825	4,225	1,600
	Westmont Payment	4,225	-	-
	Other	1,600	-	-
	<b>Total Miscellaneous Revenue</b>	<b>5,825</b>	<b>4,225</b>	<b>1,600</b>
<b>Financing Sources</b>				
5910	Transfer from Land & Building Fund (3653)	800,000	-	800,000
	<b>Total Financing Sources</b>	<b>800,000</b>	<b>-</b>	<b>800,000</b>
	<b>TOTAL GENERAL FUND REVENUES</b>	<b>15,794,439</b>	<b>14,278,532</b>	<b>1,515,907</b>

**MONTECITO FIRE PROTECTION DISTRICT**  
**FINAL BUDGET DETAIL**  
**FISCAL YEAR 2014-15**  
**AUGUST 25, 2014**

FUND 3650 - GENERAL FUND				
Account	Line Item Description	Final Budget FY 2014-15	Prelim. Budget FY 2014-15	Increase/ (Decrease)
<b>EXPENDITURES</b>				
<b>Salaries &amp; Employee Benefits</b>				
6100	Regular Salaries	6,623,640	6,526,686	96,953
	Salaries	6,528,890	6,431,936	
	Uniform Allowance	45,500	45,500	
	Auxiliary	20,000	20,000	
	Directors fees	29,250	29,250	
6300	Overtime	850,000	850,000	-
6400	Retirement Contributions	1,885,332	1,888,792	(3,461)
6475	Retiree Medical OPEB	1,610,136	810,136	800,000
6550	FICA/Medicare	99,663	98,258	1,404
6600	Insurance Contributions	1,262,839	1,312,367	(49,528)
	Health Insurance	1,060,309	1,097,537	
	Dental Insurance	158,648	173,035	
	Vision Insurance	32,448	32,361	
	Life Insurance	7,972	7,972	
	Employee Assistance Program	1,462	1,462	
	Flexible Spending Account Admin.	2,000	-	
6700	Unemployment Insurance	8,925	8,925	-
6900	Workers Compensation Insurance	683,796	650,648	33,147
	<b>Total Salaries &amp; Employee Benefits</b>	<b>13,024,330</b>	<b>12,145,813</b>	<b>878,516</b>
<b>Services &amp; Supplies</b>				
7030	Clothing and PPE	12,000	8,000	4,000
7050	Communications	96,300	79,820	16,480
	Operational	73,500		
	SB County IT Services	3,800		
	Communication Improvements	19,000		
7060	Food	2,500	2,500	-
7070	Household Expense	24,970	20,850	4,120
7090	Insurance: Liability/Auto/Prop.	29,302	31,000	(1,698)
7120	Maintenance - Equipment	25,000	100,250	(75,250)
7200	Structure and Grounds Maintenance	38,224	22,000	16,224
	Operational	21,500	16,500	
	Rental housing	10,500	5,500	
	Driveway repair	5,250	-	
	Wall tack boards (2)	595	-	
	Flooring for copy room area	379	-	
7205	Fire Defense Zone (Hazard Mitigation)	90,000	90,000	-
7322	Consulting and Management Fees	3,100	3,100	-
7324	Audit and Accounting Fees	22,685	24,000	(1,315)



**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DETAIL  
FISCAL YEAR 2014-15  
AUGUST 25, 2014**

FUND 3650 - GENERAL FUND				
Account	Line Item Description	Final Budget FY 2014-15	Prelim. Budget FY 2014-15	Increase/ (Decrease)
7348	Instruments & Equip. < \$5,000	39,665	-	39,665
	AM Radio Equipment	3,100	-	
	Command 13 Station Radio	4,570	-	
	Intersection detectors (3)	14,000	-	
	Gibraltar back-up power supply	1,995	-	
	Hose equipment and maintenance	10,000	-	
	Roll-off storage container	4,000	-	
	Technical rope rescue equipment	2,000	-	
7363	Equipment Maintenance (Vehicles)	50,000	-	50,000
7400	Medical & First Aid Supplies	18,136	13,850	4,286
	Operational	13,500	10,000	
	Lifepack maintenance service	3,000	3,850	
	AED for Patrol 91 (Type 6)	1,636	-	
7430	Memberships	2,750	2,500	250
7450	Office Expense	27,317	12,000	15,317
	Operational	16,000	12,000	
	Mapping software licenses (2)	5,000	-	
	Mapping computer station	1,470	-	
	Dual monitor & Dispatch computer	1,627	-	
	Fire Prevention publications	1,000	-	
	Image Trend tablet keyboards (2)	970	-	
	Office desk refinishing	900	-	
	Document shredding service	350	-	
7460	Professional and Specialized Services	516,000	267,500	248,500
	Operational	350,000	212,500	
	Citygate SOC study	66,000	55,000	
	Helicopter pre-positioning plan	100,000	-	
7506	Administrative Tax Expense (SB County)	165,000	165,000	-
7507	ADP Payroll Fees	7,500	7,500	-
7510	Contractual Services	41,400	-	41,400
7530	Publications & Legal Notices	2,000	2,000	-
7580	Rents & Leases - Structure	5,500	5,500	-
7630	Small Tools & Instruments	11,200	6,630	4,570
	Operational	4,600	3,630	
	Haz mat tools	3,000	3,000	
	Fitness equipment	1,350	-	
	Cell phone upgrades	1,000	-	
	Accessing vehicles equipment	650	-	
	Binocular sets (2)	600	-	

**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DETAIL  
FISCAL YEAR 2014-15  
AUGUST 25, 2014**

<b>FUND 3650 - GENERAL FUND</b>				
Account	Line Item Description	Final Budget FY 2014-15	Prelim. Budget FY 2014-15	Increase/ (Decrease)
7650	District Special Expense	94,850	38,500	56,350
	Operational (permits, fees, other)	10,000	5,000	
	LAFCO	12,350	10,500	
	Election expenses (Prop 4)	23,000	23,000	
	Election expenses (Directors)	6,000	-	
	HEARO Radio program	40,000	-	
	Promotional exam supplies	3,500	-	
7671	Special Projects	9,400	7,500	1,900
	Public Education materials	5,400	4,000	
	Pre-hazard abatement brochure	4,000	3,500	
7730	Transportation & Travel	12,000	12,000	-
7731	Gasoline/Oil/Fuel	55,000	55,000	-
7732	Training	61,000	42,000	19,000
	Operational	50,000	40,000	
	Paramedic training	2,000	2,000	
	Blue Card Command annual fees	3,000	-	
	CA Conference of Arson Investigators	3,000	-	
	Command Strategies instructor fee	3,000	-	
7760	Utilities	47,000	47,000	-
	Operational	42,000	42,000	-
	Rental housing utilities	5,000	5,000	-
	<b>Total Services &amp; Supplies</b>	<b>1,509,799</b>	<b>1,066,000</b>	<b>443,799</b>
<b>Capital Assets</b>				
8300	Capital Assets	58,500	-	58,500
	Dispatch back-up power supply	21,800	-	-
	IT Servers and Infrastructure	36,700	-	-
	<b>Total Capital Assets</b>	<b>58,500</b>	<b>-</b>	<b>58,500</b>
<b>OTHER FINANCING USES</b>				
7901	Transfer To Pension Obligation Fund (3651)	769,123	769,313	(190)
7901	Transfer To Capital Outlay Fund (3652)	332,406	297,406	35,000
	<b>Total Other Financing Uses</b>	<b>1,101,529</b>	<b>1,066,719</b>	<b>34,810</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>		<b>15,694,158</b>	<b>14,278,532</b>	<b>1,415,625</b>
<b>Net Financial Impact</b>		<b>100,281</b>	<b>-</b>	
<b>Fund 3650 Equity</b>				
	Beginning Fund Balance at 7/1/2014	3,813,353	7/1/2013 3,381,909	
	Net Financial Impact	100,281	-	
	Projected Ending Fund Balance at 6/30/2015	3,913,634	6/30/2014 3,381,909	

**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DETAIL  
FISCAL YEAR 2014-15  
AUGUST 25, 2014**

FUND 3651 - PENSION OBLIGATION FUND				
Account	Line Item Description	Final Budget FY 2014-15	Prelim. Budget FY 2014-15	Increase/ (Decrease)
<b>REVENUES</b>				
<b>Financing Sources</b>				
5910	Transfer from General Fund (3650)	769,123	769,313	(190)
	<b>ESTIMATED FUND REVENUES</b>	<b>769,123</b>	<b>769,313</b>	<b>(190)</b>
<b>EXPENDITURES</b>				
7460	Administration Fee	2,190	2,190	-
7830	Interest Expense	83,123	83,123	-
	<b>Total Expenditures</b>	<b>85,313</b>	<b>85,313</b>	<b>-</b>
<b>OTHER FINANCING USES</b>				
7910	Long Term Debt Principal Repayment	684,000	684,000	-
	<b>Other Financing Uses</b>	<b>684,000</b>	<b>684,000</b>	<b>-</b>
	<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>769,313</b>	<b>769,313</b>	<b>-</b>
	<b>Net Financial Impact</b>	<b>(190)</b>	<b>-</b>	
<b>Fund 3651 Equity</b>				
	Est. Beginning Fund Balance at 7/1/2014	332	332	
	Net Financial Impact	(190)	-	
	Projected Ending Fund Balance at 6/30/2015	142	332	

**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DETAIL  
FISCAL YEAR 2014-15  
AUGUST 25, 2014**

<b>FUND 3652 - CAPITAL OUTLAY FUND</b>				
<u>Account</u>	<u>Line Item Description</u>	<u>Final Budget FY 2014-15</u>	<u>Prelim. Budget FY 2014-15</u>	<u>Increase/ (Decrease)</u>
<b>REVENUES</b>				
<b>Financing Sources</b>				
5910	Transfer from General Fund (3650)	332,406	297,406	35,000
	<b>Total Financing Sources</b>	<b>332,406</b>	<b>297,406</b>	<b>35,000</b>
<b>Other Financing Sources</b>				
5909	Sale of Capital Assets - Chevy Tahoe	19,850	-	19,850
5909	Sale of Capital Assets - Squad 91	38,000	-	38,000
5909	Sale of Capital Assets - Medic 91 Ambulance	10,000	-	10,000
	<b>Total Other Financing Sources</b>	<b>67,850</b>	<b>-</b>	<b>67,850</b>
	<b>ESTIMATED FUND REVENUES</b>	<b>400,256</b>	<b>297,406</b>	<b>102,850</b>
<b>EXPENDITURES</b>				
<b>Capital Assets</b>				
8300	Vehicle (Ambulance)	63,000	-	-
8300	Vehicle (Division Chief)	54,200	54,200	-
	<b>TOTAL EXPENDITURES</b>	<b>117,200</b>	<b>54,200</b>	<b>63,000</b>
	<b>Net Financial Impact</b>	<b>283,056</b>	<b>243,206</b>	
<b>Fund 3652 Equity</b>				
	Est. Beginning Fund Balance at 7/1/2014	2,071,922	2,051,399	
	Net Financial Impact	283,056	243,206	
	Projected Ending Fund Balance at 6/30/2015	2,354,978	2,294,605	

**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DETAIL  
FISCAL YEAR 2014-15  
AUGUST 25, 2014**

FUND 3653 - LAND AND BUILDING FUND				
Account	Line Item Description	Final Budget FY 2014-15	Prelim. Budget FY 2014-15	Increase/ (Decrease)
<b>REVENUES</b>				
<b>Financing Sources</b>				
5910	Transfer from General Fund (3650)	-	-	-
	<b>ESTIMATED FUND REVENUES</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES</b>				
<b>Capital Assets</b>				
8100	Land	100,000	100,000	-
8700	Construction in Progress	-	-	-
	<b>Total Capital Assets</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>
<b>OTHER FINANCING USES</b>				
	Transfer To General Fund (Fund 3650)	800,000	-	800,000
	<b>Total Financing Uses</b>	<b>800,000</b>	<b>-</b>	<b>800,000</b>
	<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>900,000</b>	<b>100,000</b>	<b>800,000</b>
	<b>Net Financial Impact</b>	<b>(900,000)</b>	<b>(100,000)</b>	
<b>Fund 3653 Equity</b>				
	Est. Beginning Fund Balance at 7/1/2014	7,860,427	7,812,910	
	Net Financial Impact	(900,000)	(100,000)	
	Projected Ending Fund Balance at 6/30/2015	6,960,427	7,712,910	

**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DETAIL  
FISCAL YEAR 2014-15  
AUGUST 25, 2014**

FUND 3654 - UHR MELLO-ROOS FUND				
Account	Line Item Description	Final Budget FY 2014-15	Prelim. Budget FY 2014-15	Increase/ (Decrease)
<b>REVENUES</b>				
<b>Financing Sources</b>				
5910	Transfer from General Fund (3650)	-	-	-
	<b>ESTIMATED FUND REVENUES</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES</b>				
7460	Professional and Specialized Services	9,525	9,000	525
	<b>TOTAL EXPENDITURES</b>	<b>9,525</b>	<b>9,000</b>	<b>525</b>
	<b>Net Financial Impact</b>	<b>(9,525)</b>	<b>(9,000)</b>	
<b>Fund 3654 Equity</b>				
	Est. Beginning Fund Balance at 7/1/2014	9,525	9,000	
	Net Financial Impact	(9,525)	(9,000)	
	Projected Ending Fund Balance at 6/30/2015	-	-	

# Agenda Item #6





MINUTES FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
MONTECITO FIRE PROTECTION DISTRICT

Held at Fire District Headquarters, 595 San Ysidro Road, June 23, 2014 at 2:00 p.m.

The meeting was called to order by Director Powell at 2:00 p.m.

**Present:** Director Sinser, Director Powell, and Director Jensen. Director Keller was absent. Chief Hickman and District Counsel M. Manion were also present. Director Venable arrived late.

- 1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time is allotted for this discussion.)**

Ivana Noell reported that the minutes from the previous meeting did not accurately reflect her comments.

- 2. Review current status of Upper Hyde Road Community Facilities District (CFD):**

- a. Report from Director Powell regarding meetings with Upper Hyde Road residents.**

Director Powell advised that he has not met with Upper Hyde Road residents, and that they are still working on getting a permit for the road improvements. They hope to make a proposal at the July meeting.

- b. Provide direction on how to proceed with Tea Fire Rebuilds and Upper Hyde Road Community Facilities District.**

Public Comment: Ms. Noell stated her concern with delays in moving forward with the dissolution of the Mello-Roos CFD.

The Board discussed the timeline and costs related to dissolving the Mello-Roos CFD.

Mr. Manion explained that there are two agreements: one between the property owners regarding the shared costs of maintenance on the private road which was negotiated between the property owners, noting that the District is not a party to that agreement. The second agreement relates to the issuance of Fire Protection Certificates (FPC's). The District can change the standards and requirements of the road, and has done so throughout the process. Director Powell pointed out that this has reduced the original estimate from \$1.2 million down to \$500,000.

The Board took a recess at 2:35 p.m. and returned at 2:40 p.m.

Director Venable asked for a written presentation from Roger Collis for the next meeting.

Public Comment: Sally Jordan stated that it should be the District's responsibility to ensure that the engineering specs for the road provide the necessary access for the District's fire equipment to get up the road, but the responsibility should stop there.

The Board took no action.

**3. Report from the Finance Committee (copy of Agenda for Finance Committee Meeting attached).**

**a. Consider recommendation to accept Fechter & Company's Audited Annual Financial Report for the Fiscal Year ended June 30, 2013. (Craig Fechter to report via conference call.)**

A conference call with Craig Fechter was initiated at 2:51 p.m.

Mr. Fechter provided an overview of the District's audit which indicates that the District is in a very strong financial position.

On a motion made by Director Sinser, seconded by Director Jensen, the Board unanimously accepted Fechter & Company's Audited Annual Financial Report for the Fiscal Year ended June 30, 2013.

**b. Consider recommendation to approve District's warrants and claims.**

On a motion made by Director Sinser, seconded by Director Jensen, the Board unanimously approved the District's warrants and claims.

**c. Consider recommendation to approve Salary and Benefit schedule for FY 2014/15.**

On a motion made by Director Sinser, seconded by Director Jensen, the Board unanimously approved the Salary and Benefit schedule for FY 2014/15.

**d. Consider recommendation to adopt "unincorporated" calculation for the Price and Population factors for FY 2014/15 Appropriation Limits.**

Director Jensen left the meeting at 3:05 p.m.

On a motion made by Director Powell, seconded by Director Sinser, the Board adopted the "unincorporated" calculation for the Price and Population factors for FY 2014/15 Appropriation Limits by the following roll call vote:

Ayes:	G.B. Sinser, J.A. Powell, J. Venable
Nays:	None
Abstain:	None
Absent:	S. Keller and R.J. Jensen

**e. Consider recommendation to approve Resolution 2014-07, Preliminary Budget for FY 2014/15.**

Chief Hickman reported the preliminary budget is based on a zero percent increase in assessed value as a conservative approach to cover the minimum expenses to meet the District's mission.

On a motion made by Director Powell, seconded by Director Sinser, the Board approved Resolution 2014-07, Preliminary Budget for FY 2014/15 by the following roll call vote:

Ayes:	G.B. Sinser, J.A. Powell, J. Venable
Nays:	None
Abstain:	None
Absent:	S. Keller and R.J. Jensen

**4. Report from the Community Outreach Committee (copy of Agenda for Community Outreach Committee Meeting attached).**

Director Sinser reported that the Committee spent some time looking at the website, and feels that there are many updates that need to be made before it is ready to go live.

The Board took no action.

The Board took a recess at 3:27 pm. and returned at 3:31 p.m.

**5. Approval of Resolution 2014-08 Requesting the Santa Barbara County Board of Supervisors Authorize the Elections Official of the County Clerk-Recorder-Assessor's Office to Render Specified Services to the District Relating the Conduct of a General Election on November 4, 2014.**

On a motion made by Director Sinser, seconded by Director Powell, the Board approved 2014-08 Requesting the Santa Barbara County Board of Supervisors Authorize the Elections Official of the County Clerk-Recorder-Assessor's Office to Render Specified Services to the District Relating the Conduct of a General Election on November 4, 2014, by the following roll call vote:

Ayes:	G.B. Sinser, J.A. Powell, J. Venable
Nays:	None
Abstain:	None
Absent:	S. Keller and R.J. Jensen

**6. Approval of Resolution 2014-09 regarding Candidates Statements.**

On a motion made by Director Sinser, seconded by Director Powell, the Board approved Resolution 2014-09 regarding Candidates Statements by the following roll call vote:

Ayes:	G.B. Sinser, J.A. Powell, J. Venable
Nays:	None
Abstain:	None
Absent:	S. Keller and R.J. Jensen

**7. Approval of Minutes of May 27, 2014 Regular Meeting.**

The minutes were corrected to better reflect Ms. Noel's public comment in Item 2b. The corrected Minutes of May 27, 2014 Regular Meeting were approved on a motion by Director Sinsler, seconded by Director Powell. Director Venable abstained. Directors Keller and Jensen were absent.

**8. Fire Chief's report.**

The Fire Chief reported on Measure M; 4<sup>th</sup> of July pancake breakfast; and the progress of the EIR 3.

**9. Board of Director's report.**

Director Venable advised that he made spoke to the Montecito Community Foundation about the District's financial report, and they indicated that they want to work on giving funds to the District for additional wildland suppression efforts.

**10. Suggestions from Directors for items other than regular agenda items to be included for the July 28, 2014 Regular Board meeting.**

Director Sinsler asked for a trend report on incident responses and to have an agenda item that will allow for Board discussion on drone detection systems.

Director Venable asked for a written report from Roger Collis on the Upper Hyde Road progress.

The meeting was adjourned at 3:56 p.m.

# Agenda Item #8





**BOARD OF SUPERVISORS  
AGENDA LETTER**

Agenda Number:

**Clerk of the Board of Supervisors**  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Clerk-Recorder-  
Assessor  
**Department No.:** 062  
**For Agenda Of:** 8/19/14  
**Placement:** Administrative  
**Estimated Tme:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Select\_Vote

**TO:** Board of Supervisors

**FROM:** Department Joseph E. Holland, County Clerk-Recorder-Assessor  
Director(s)  
Contact Info: Renee Bischof, Chief Deputy Registrar of Voters

**SUBJECT:** **Certification of Results for the July 8, 2014 Montecito Fire Protection District Election**

**County Counsel Concurrence**

As to form: N/A

Other Concurrence: N/A

As to form: No

**Recommended Actions:**

That the Board of Supervisors:

Accept and file the Certification of Results of the Official Canvass and Official Election Summary for the Montecito Fire Protection District Prop 4 Override Election held on July 8, 2014.

**Summary Text:**

Elections Code Sections 15372 and 15400 mandates that the Registrar of Voters complete an official canvass of the election and submit the results to the governing body within 28 days. The canvass was completed on July 11, 2014 and the results certified by the Registrar of Voters. The certified results were posted on our website on July 11, 2014 and provided to the Montecito Fire Protection District on July 14, 2014.

As required by Election Code Section 15372, a signed and sealed Certificate of Election Results of the Official Canvass (Attachment A) and an Official Election Summary is attached (Attachment B).

Should any member of the Board of Supervisors or the Public want more detailed election results information by precinct, the Statement of Votes Cast for the July 8, 2014, Montecito Fire Protection District Prop 4 Override Election may be found on the Clerk, Recorder and Assessor & Registrar of Voters website at SBCVOTE.com or may be obtained from the Elections Division.

**Background:**

**Performance Measure:**

**Fiscal and Facilities Impacts:**

Budgeted: No

**Fiscal Analysis:**

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ -

Narrative:

**Staffing Impacts:**

**Legal Positions:**

**FTEs:**

**Special Instructions:**

Please forward a copy of the Minute Order to the Elections Office, Attn: Renee Bischof

**Attachments:**

Official Canvass (Attachment A)

Official Election Summary (Attachment B).

**Authored by:** Renee Bischof

**cc:** Geri Simmons-Ventura, Secretary, Montecito Fire Protection District Board



**REGISTRAR OF VOTERS**

4440-A Calle Real  
Santa Barbara, CA 93110

Mailing Address:  
PO Box 61510  
Santa Barbara, CA 93160-1510



Lompoc Branch Office  
401 E. COMMERCE RD. Rm 102  
Lompoc, CA 93436

Santa Maria Branch Office  
511 E. Lakeside Parkway, Suite 134  
Santa Maria, CA 93455

**JOSEPH E. HOLLAND**  
**COUNTY CLERK, RECORDER AND ASSESSOR**

**CERTIFICATION OF ELECTION**  
**RESULTS OF THE OFFICIAL CANVASS**

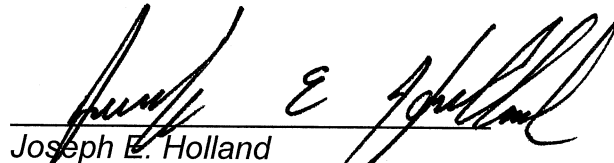
STATE OF CALIFORNIA                    )  
  ) **SS.**  
COUNTY OF SANTA BARBARA        )

*I, **Joseph E. Holland**, County Clerk, Recorder and Assessor & Registrar of Voters for Santa Barbara County, do hereby certify:*

*That the foregoing is a full, true and correct statement of the results of the official canvass of the returns of the July 8, 2014 Montecito Fire Protection District Special Mail Ballot Election as directed by sections 15372 and 15400 of the California Elections Code.*

**IN WITNESS WHEREOF**, I hereunto set my  
hand and affix the official seal at Santa Barbara,  
California this 11<sup>th</sup> day of July, 2014.

Seal

  
\_\_\_\_\_  
Joseph E. Holland  
County Clerk, Recorder and Assessor  
& Registrar of Voters

ATTACHMENT A

Santa Barbara County  
Montecito Fire Protection District Special Mail Ballot Election  
July 8, 2014  
Certified Results

Date:07/11/14

Time:09:31:10

Page:1 of 1

Registered Voters 5680 - Cards Cast 1702 29.96%

Num. Report Precinct 6 - Num. Reporting 6 100.00%

## N2014 PROP 4 OVERRIDE

	Total	
Number of Precincts	6	
Precincts Reporting	6	100.0 %
Total Votes	1698	
YES	1561	91.93%
NO	137	8.07%

ATTACHMENT B

PATRICK M. NESBITT, individually and as Trustee of the PATRICK M. NESBITT FAMILY TRUST; CARPINTERIA VALLEY FARMS, LTD., a California limited partnership, formerly known as KBDR PROPERTIES, LTD., a California limited partnership; YEAGER HOLDINGS, INC., a Colorado corporation; on behalf of themselves and behalf of all others similarly situated;

Case No. 1415836

NOTICE OF PENDENCY OF CLASS ACTION

Plaintiffs,

v.

MONTECITO WATER DISTRICT; and DOES 1-100,  
inclusive,  
Defendants.

PLEASE READ THIS NOTICE CAREFULLY AND IN ITS ENTIRETY.  
IT CONTAINS INFORMATION THAT MAY AFFECT YOUR RIGHTS.

*This notice is given under California Rule of Court 3.766 and by Court Order dated February 21, 2014, from Santa Barbara County Superior Court ("the Court").*

This is also not a solicitation from a lawyer and  
it is not a communication from the Montecito Water District.

**TO ALL CURRENT AND FORMER NON-AGRICULTURAL CUSTOMERS OF THE MONTECITO WATER DISTRICT:**  
IF YOU WERE A NON-AGRICULTURAL WATER CUSTOMER OF THE MONTECITO WATER DISTRICT UNDER ORDINANCE 90 BETWEEN OCTOBER 1, 2008 AND SEPTEMBER 1, 2013, YOUR RIGHTS MAY BE AFFECTED BY THIS CASE.

#### PURPOSE OF THIS NOTICE

This notice is being provided to you:

1. To provide you notice that a class action lawsuit is presently pending in the Court, Nesbitt et, al. v. Montecito Water District, Santa Barbara County Superior Court Case No. 1415836 (the "Case"), and that you as a current or former non-agricultural customer of the Montecito Water District (the "District") under Ordinance 90 may be entitled to a refund, restitution or other relief from the District; and
2. To provide you notice of your right and the procedure to be excluded from the Case, in other words to "opt out" of the Case, and to pursue or not pursue whatever rights you may have against the District separately.

*You are receiving this notice because you have been identified as a prospective Class Member and unless you take action in response to this Notice you will be bound by any judgment ordered or entered in the Case and your rights may be affected.*

*This Notice is not an expression of any opinion by the Court about the merits of any of the claims or defenses asserted by any party to this litigation. The Court has not decided whether the District has done anything wrong. The District has not been ordered to pay any money. There has been no settlement.*

#### WHAT THE LAWSUIT IS ABOUT

Patrick M. Nesbitt, Patrick M. Nesbitt Family Trust, Carpinteria Valley Farms, Ltd, KBDR Properties, LTD. and Yeager Holdings, Inc., the class-plaintiffs for the Case (the "Plaintiffs"), filed a class action lawsuit to challenge the District's right to charge non-agricultural customers higher water rates than the District charges agricultural customers. Plaintiffs assert that the District's Ordinance No. 90, which was effective from October 1, 2008, through September 20, 2013, violated Article XIII D of the California Constitution (Proposition 218). The Plaintiffs seek a refund, restitution and other relief against the District on account of violation of Proposition 218.

The District disagrees and asserts that Ordinance 90 complied with Proposition 218 and that, therefore, no refund, restitution or other relief is necessary.

**THIS IS NOT A COMMUNICATION FROM THE MONTECITO WATER DISTRICT**

**LEGAL RIGHTS AND OPTIONS OF CLASS MEMBERS**

**1. Who is in the Class?**

The Court directed that everyone who fits this description is a Class Member: ALL CURRENT AND FORMER NON-AGRICULTURAL CUSTOMERS OF THE MONTECITO WATER DISTRICT UNDER ORDINANCE 90 FROM OCTOBER 1, 2008 TO SEPTEMBER 1, 2013.

**2. What are the legal rights and obligations of each class member?**

If you fall within the definition of the plaintiff class, you will automatically become a class member in this lawsuit. If you wish to be a member of the plaintiff class, you do not need to do anything further at this time. As a class member:

- You will be represented by the named class representatives Patrick M. Nesbitt, Patrick M. Nesbitt Family Trust, Carpinteria Valley Farms, Ltd, KBDR Properties, LTD. and Yeager Holdings, Inc. and the attorneys representing them, Costell and Cornelius, a Law Corporation, as class counsel.
- You may enter an appearance through a separate attorney that you hire by mailing a Notice of Appearance to the Clerk of the Court, Santa Barbara Superior Court, 1100 Anacapa St. # 2, Santa Barbara, CA 93101.
- You may also move the Court for permission to appear as named class co-representative.
- You will receive notice of any ruling affecting your membership in the class and notice of any proposed settlement or dismissal of class claims or any judgment rendered.
- You will be bound by any judgment or other final disposition of the class lawsuit, whether that disposition is favorable or not.
- You will participate, upon meeting any prerequisites set by the Court, in a distribution of any funds recovered in the Case.
- You should notify class counsel by mail of any change in your mailing address as follows: Costell & Cornelius Law Corporation, Attn.: Alexandre Cornelius, 1299 Ocean Ave., Suite 450, Santa Monica, California 90401.
- You will be deemed to have consented to the District's disclosure of information about you from the District's records (e.g., past utility bills and payment history) as may be later ordered or approved by the Court to counsel for the class so they may represent you and determine the amount of any refund, restitution or other relief to which you may be entitled.

**3. Election Not to Participate in Class Action ("Opting Out")**

- You have the right to exclude yourself ("opt-out") from the Class, meaning you will not be legally bound by any judgment or decree entered by the Court and that you can pursue whatever claims you believe you may have outside of the Case. To "opt-out", you must complete the "Opt-Out Form" accompanying this Notice and follow all stated instructions on that form.
- To pursue your claims separately against the District, you may have to comply with the California Governmental Claim Act, Cal. Gov. Code Section 900 et seq and/or 940 et seq. The California Governmental Claim Act has certain timing requirements that may eliminate or reduce the amount you may recover.

Do not call the Court or the Clerk's office regarding this Notice. If you have any questions about the matters in this notice, or have corrections or changes to your name or address please contact class counsel by mail as follows: Costell & Cornelius Law Corporation, Attn.: Alexandre Cornelius, 1299 Ocean Ave., Suite 450, Santa Monica, California 90401. The pleadings and all other records of this litigation may be examined and copied any time during regular office hours at the office of the Clerk of the Court.

April 17, 2014

Judge Thomas P. Anderle  
California Superior Court  
Santa Barbara County

**IF YOU WISH TO BE EXCLUDED FROM THE CLASS, YOU MUST SUBMIT A COMPLETED EXCLUSION FORM WITHIN SIXTY (60) DAYS OF THE DATE OF THE MAILING OF THIS FORM OR BY NO LATER THAN AUGUST 12, 2014.**

*We will file your Exclusion Forms with the Court and give copies to District.*

OPT-OUT FORM

I hereby assert my right to be excluded from the Class in Nesbitt et. al. v. Montecito Water District, Santa Barbara County Superior Court Case No. 1415836.

Print Name: *Montecito Fire Protection District - residential*

Address Line 1: *1257 East Valley Road, Santa Barbara, CA 93108*

Address Line 2:

Signature of Authorized Representative: *Chip Hickman, Fire Chief*



Date: *8/4/14*

**For your request(s) above to be effective, you MUST provide your name and address AND sign and date the form. Your completed form MUST be postmarked by August 12, 2014, and MUST be mailed to the following address:**

Alexandre Ian Cornelius  
COSTELL & CORNELIUS LAW CORPORATION  
1299 Ocean Avenue, Suite 450  
Santa Monica, California 90401

**Failure to follow these instructions will make your request(s) ineffective.**

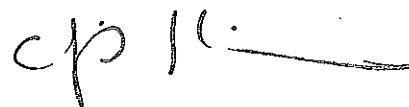
OPT-OUT FORM

I hereby assert my right to be excluded from the Class in Nesbitt et. al. v. Montecito Water District, Santa Barbara County Superior Court Case No. 1415836.

Print Name: Montecito Fire Protection District - Station 1

Address Line 1: 595 San Ysidro Rd, Santa Barbara, CA 93108

Address Line 2:

Signature of Authorized Representative: Chip Hickman, Fire Chief 

Date: 8/4/14

For your request(s) above to be effective, you MUST provide your name and address AND sign and date the form. Your completed form MUST be postmarked by August 12, 2014, and MUST be mailed to the following address:

Alexandre Ian Cornelius  
COSTELL & CORNELIUS LAW CORPORATION  
1299 Ocean Avenue, Suite 450  
Santa Monica, California 90401

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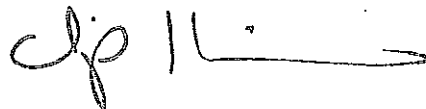
I hereby assert my right to be excluded from the Class in Nesbitt et. al. v. Montecito Water District, Santa Barbara County Superior Court Case No. 1415836.

Print Name: Montecito Fire Protection District - Station 2

Address Line 1: 2300 SYCAMORE Canyon Road, Santa Barbara, CA 93108

Address Line 2:

Signature of Authorized Representative: Chie Hickman, Fire Chief



Date: 8/4/14

For your request(s) above to be effective, you **MUST** provide your name and address **AND** sign and date the form. Your completed form **MUST** be postmarked by August 12, 2014, and **MUST** be mailed to the following address:

Alexandre Ian Cornelius  
COSTELL & CORNELIUS LAW CORPORATION  
1299 Ocean Avenue, Suite 450  
Santa Monica, California 90401

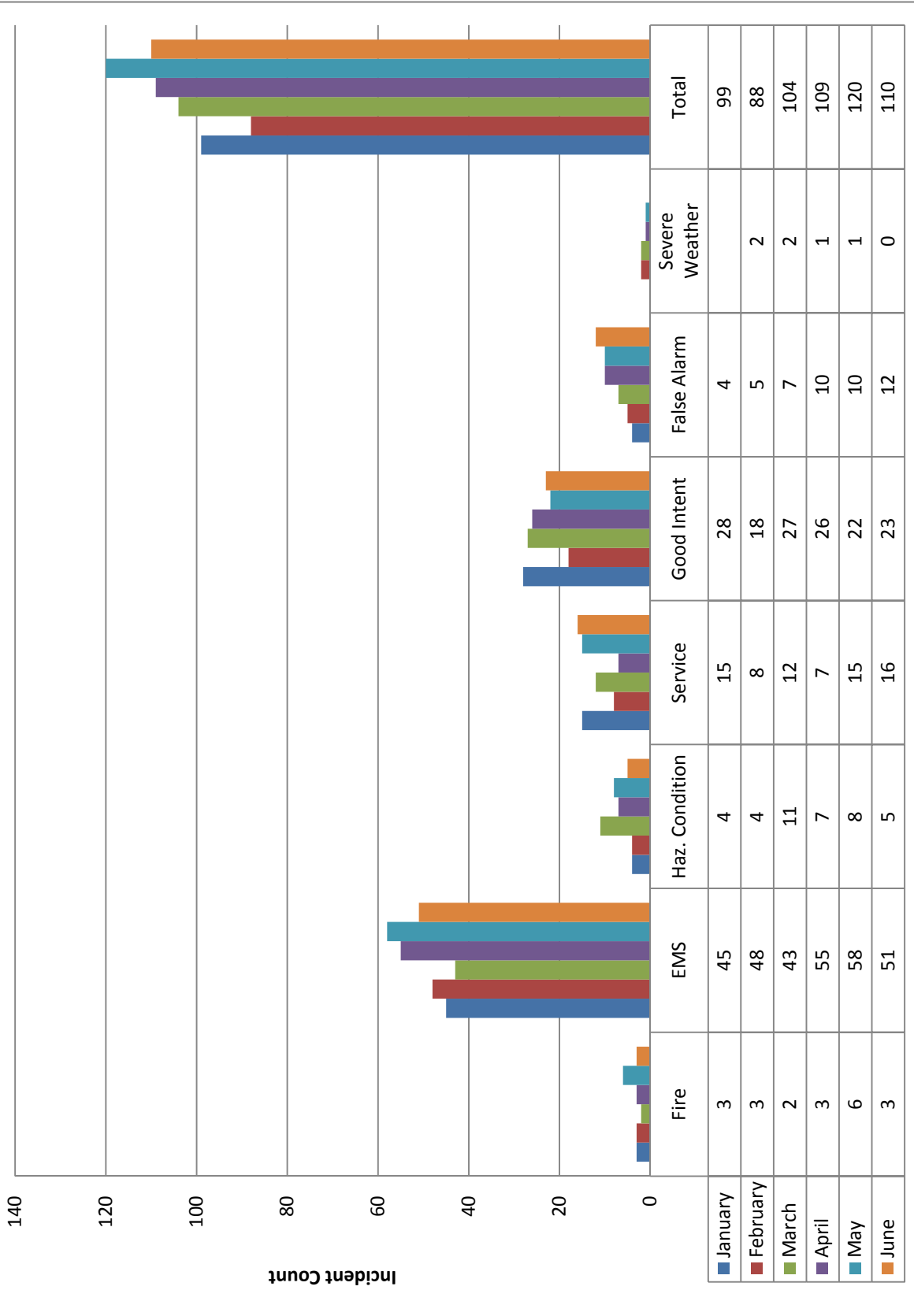
Failure to follow these instructions will make your request(s) ineffective.

**THIS IS NOT A COMMUNICATION FROM THE MONTECITO WATER DISTRICT**



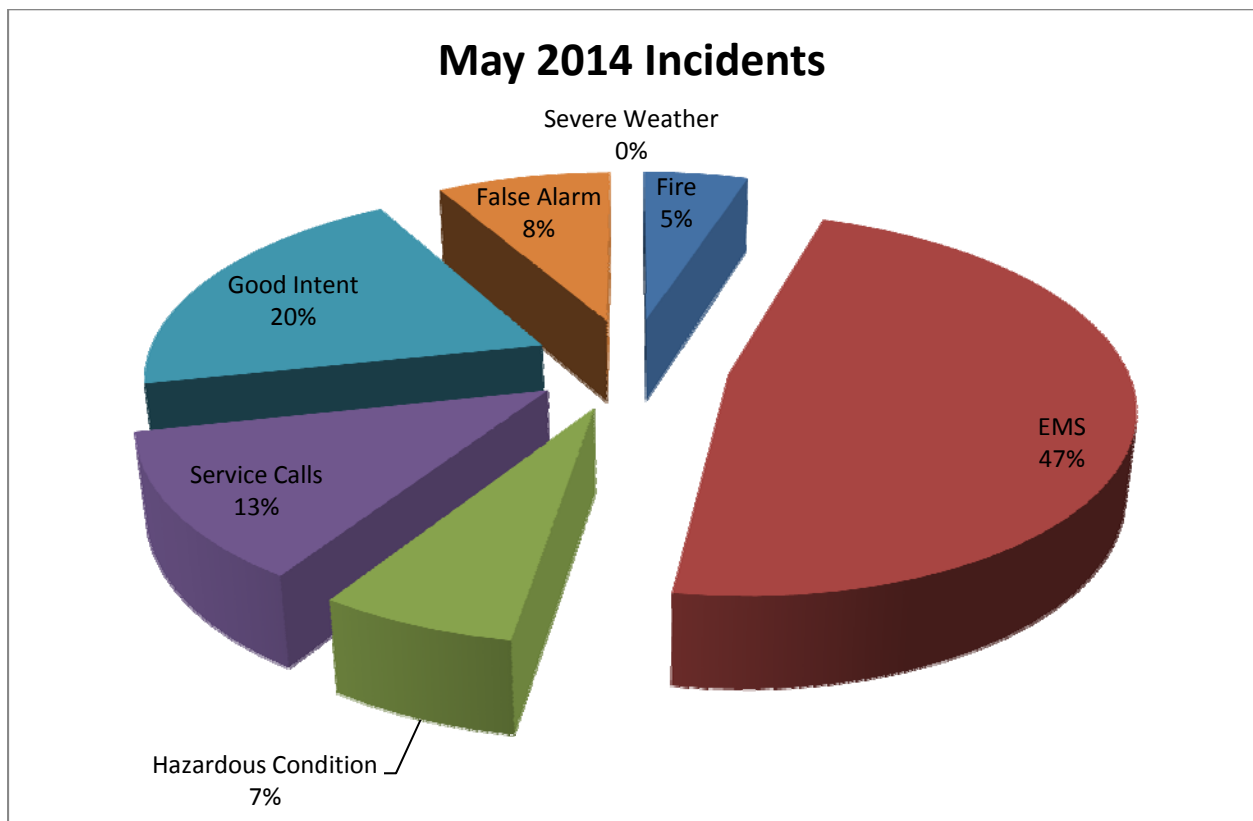


## 2014 Incident Trend



**MAY 2014  
CALLS BY INCIDENT TYPE  
TOTAL INCIDENTS: 120**

FIRE: 6	EMS: 58
HAZ. CONDITION: 8	PUBLIC SERVICE**: 15
GOOD INTENT*: 22	FALSE ALARM: 10
SEVERE WEATHER: 1	

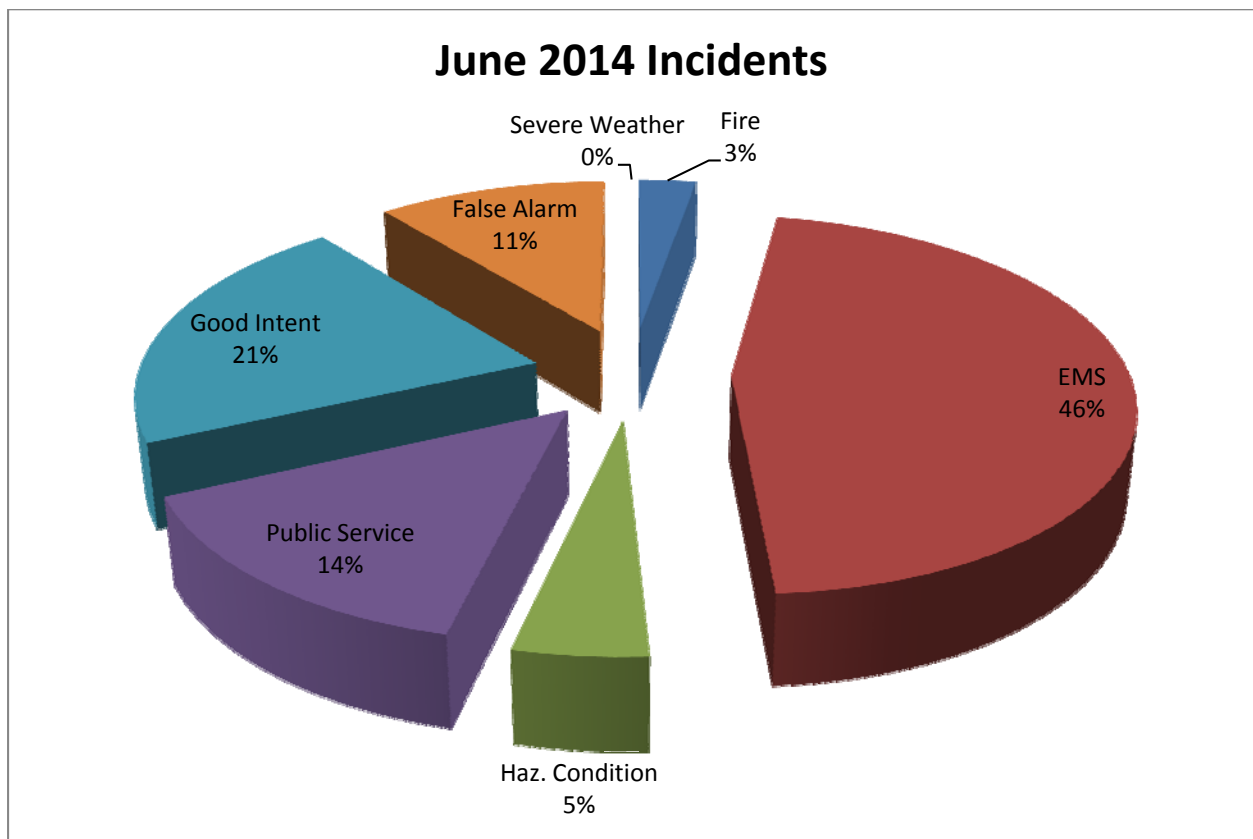


\*Good Intent: Firefighters respond to a reported emergency, but find a different type of incident or nothing at all upon arrival to the area. Example: A caller reports smoke on the hillside. Firefighters arrive to discover a grading operation at a construction site is creating dust mistaken for smoke. Dispatched and Cancelled Enroute falls in this category.

\*\* Public Service: Non-emergency requests for assistance. Examples: lock out, animal rescue, ring removal, water problem; lift assists, seized gate, stalled elevator, providing the Sheriff’s Department with a ladder to enter a building.

**JUNE 2014  
CALLS BY INCIDENT TYPE  
TOTAL INCIDENTS: 110**

FIRE: 3	EMS: 51
HAZ. CONDITION: 5	PUBLIC SERVICE**: 16
GOOD INTENT*: 23	FALSE ALARM: 12
SEVERE WEATHER: 0	

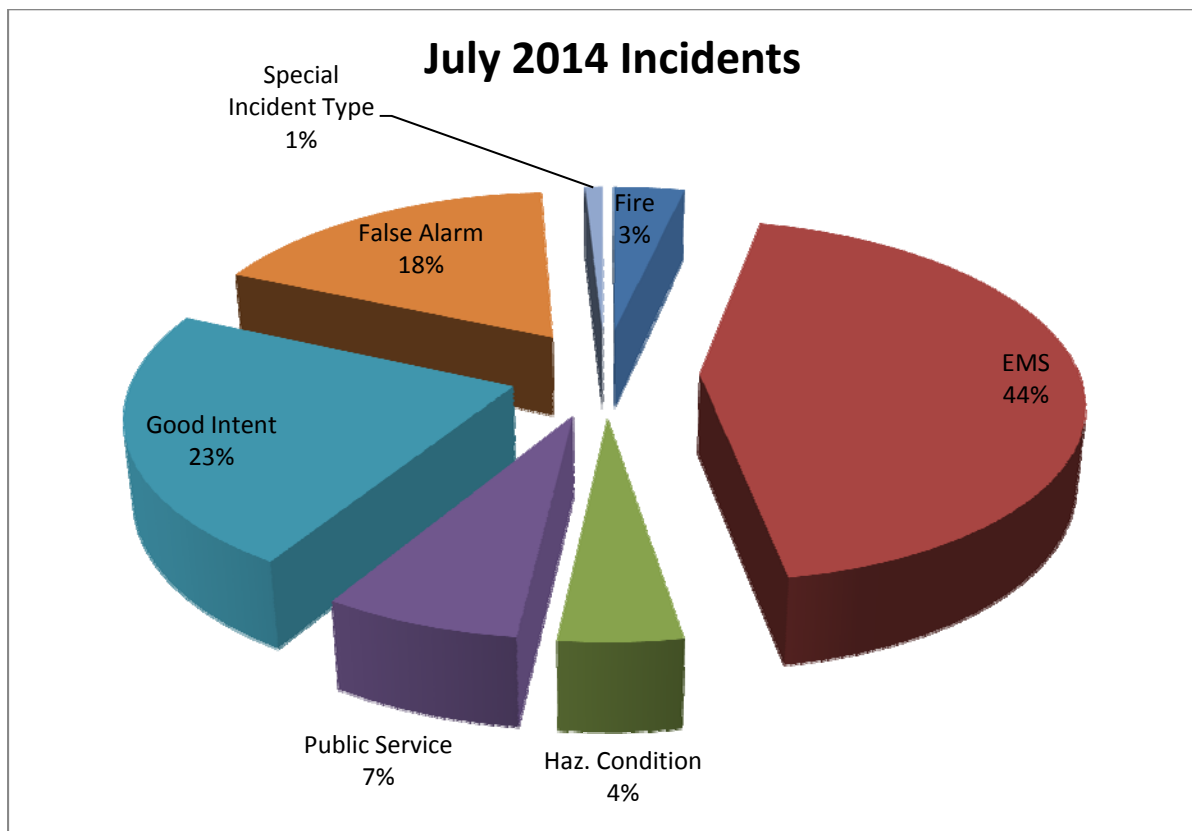


\*Good Intent: Firefighters respond to a reported emergency, but find a different type of incident or nothing at all upon arrival to the area. Example: A caller reports smoke on the hillside. Firefighters arrive to discover a grading operation at a construction site is creating dust mistaken for smoke. Dispatched and Cancelled Enroute falls in this category.

\*\* Public Service: Non-emergency requests for assistance. Examples: lock out, animal rescue, ring removal, water problem; lift assists, seized gate, stalled elevator, providing the Sheriff's Department with a ladder to enter a building.

**JULY 2014  
CALLS BY INCIDENT TYPE  
TOTAL INCIDENTS: 114**

FIRE: 4	EMS: 50
HAZ. CONDITION: 5	PUBLIC SERVICE** : 8
GOOD INTENT* : 26	FALSE ALARM: 20
SEVERE WEATHER: 0	SPECIAL INCIDENT TYPE: 1



\*Good Intent: Firefighters respond to a reported emergency, but find a different type of incident or nothing at all upon arrival to the area. Example: A caller reports smoke on the hillside. Firefighters arrive to discover a grading operation at a construction site is creating dust mistaken for smoke. Dispatched and Cancelled Enroute falls in this category.

\*\* Public Service: Non-emergency requests for assistance. Examples: lock out, animal rescue, ring removal, water problem; lift assists, seized gate, stalled elevator, providing the Sheriff’s Department with a ladder to enter a building.

**Fire Department**

360 West Second Street  
Oxnard, CA 93030  
(805) 385-7722  
Fax (805) 385-8009  
www.ci.oxnard.ca.us



August 13, 2014

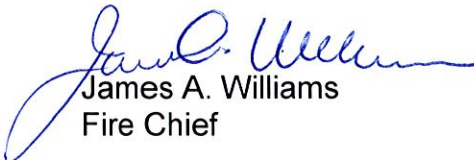
Montecito Fire Protection District  
Chip Hickman, Fire Chief  
595 San Ysidro Rd.  
Santa Barbara, CA 93108

Dear Chief Hickman:

I'd like to take this opportunity to thank you for sending Battalion Chief Todd Edwards to serve as an assessor for the Fire Captain Emergency Simulation exercise. Battalion Chief Edwards' expertise and professionalism was quite evident as he evaluated the candidates. Please convey my appreciation to him for a job well done!

Please don't hesitate to contact me if you need assistance with any of your processes in the future.

Sincerely,

  
James A. Williams  
Fire Chief



# CARPINTERIA~SUMMERLAND FIRE PROTECTION DISTRICT

---

AUG 25, 2014 BOARD PKT P.86

July 29, 2014

Chief Chip Hickman  
Montecito Fire Protection District  
595 San Ysidro Road  
Montecito, CA 93108

Chief Hickman,

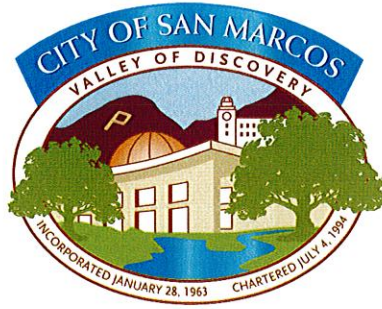
I want to take a moment to thank you and your Agency for assisting our Fire District on the night of July 24, 2014, at the Franciscan Court Condominium Fire. Once again, our mutual aid agreements and readiness to assist our neighbors proved to be instrumental in suppressing what could have been a major loss fire. As your crews will tell you, this fire that began in a kitchen of a middle unit quickly spread to adjoining residence through concealed spaces in floors, walls and attics.

If not for the personnel we gathered quickly through our mutual aid agreements, this fire would have progressed well beyond our capabilities to contain.

Please pass on the gratitude of our Fire District and the citizens of Carpinteria and Summerland for your assistance.

Michael D. Minge  
Fire Chief

*“Pride in Service”*



July 1, 2014

Chip Hickman  
Montecito Fire Protection District  
595 San Ysidro Rd.  
Santa Barbara, CA 93108

Dear Chief Chip Hickman,

On May 14, 2014, at approximately 3:30 p.m., a fire that originated near Cocos Drive in San Marcos quickly became a significant event. Driven by strong northeasterly winds, hot temperatures and very low relative humidity, the fire immediately threatened the surrounding communities and required emergency resources from throughout the region and beyond. Mitigation efforts extended over the next 8 days where the Cocos Incident consumed 1,995 acres through multiple jurisdictions. Cooperation and excellent working relationships between our Unified Command partners and the California mutual aid system proved to be extremely valuable in overcoming the many challenges presented.

On behalf of the San Marcos Fire Department, I want to thank you and the Montecito Fire Protection District for sending critical resources to help assist us in protecting life, property, and the environment. Without the cooperation of your agency, the impact and magnitude of this incident would have been significantly different. Your personnel worked countless hours all while maintaining a professional and positive attitude. Please express my humble appreciation to all of your personnel for their hard work and dedication to minimizing structure loss and protecting life within our community and beyond.

Our success as a region in overcoming challenges has grown tremendously over the years. I look forward to building upon the successes learned from this incident and strengthening our working relationship for the future.

Best Regards,

A handwritten signature in blue ink that reads "Brett Van Wey".

Brett Van Wey  
Fire Chief



Virginia Castagnola-Hunter

for Jeff Saley

Heart felt thanks to you  
and the many you engaged  
to clear the very dangerous  
eucalyptus debris in our  
horse-pasture on East Valley.  
Now there is a fire break  
in a very important location.  
Yours is a very conscious  
and thoughtful and efficient  
force in our precious community.

Yours Sincerely,  
Virginia Hunter

28 May 2014