

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

May 27, 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. Provide direction on how to proceed with Tea Fire Rebuilds and Upper Hyde Road Community Facilities District.
3. Report from the Finance Committee (copy of Agenda for Finance Committee Meeting attached).
 - a. Consider recommendation to approve District's warrants and claims.
 - b. Consider recommendation to approve adjustments to FY 2013/14 Budget relating to projected variances in expenditures.
 - c. Consider recommendation to approve Resolution 2014-06, Amending Final Budget for FY 2013/14.
 - d. Report on Preliminary Budget for FY 2014/15.
4. Report from the Community Outreach Committee (copy of Agenda for Community Outreach Committee Meeting attached).
 - a. Consider recommendation to authorize the Fire Chief or his designee to utilize all District communication methods at his direction when requested by other agencies to notify the community of service related interruptions.
 - b. Consider recommendation to write a letter from the Board President or develop a press release acknowledging the process of the Board and its committees.
5. Report from the Personnel Committee (copy of Agenda for Personnel Meeting attached).
 - a. Consider recommendation to approve changes to Battalion Chief job description.

- b. Consider recommendation to approve temporary promotion for Engineer Drue Holthe to Captain, April 16, 2014 through May 5, 2014.
 - c. Consider recommendation to approve temporary promotion for Firefighter Aaron Briner to Engineer, effective April 16, 2014 through May 5, 2014.
 - d. Consider recommendation to approve temporary promotion for Engineer Ed Fuentes to Captain effective April 12, 2014.
 - e. Consider recommendation to approve temporary promotion for Firefighter Paramedic Kurt Hickman to Engineer, effective April 21, 2014
6. Report from the Strategic Planning Committee (copy of Agenda for Strategic Planning Meeting attached).
 7. Approve and authorize the Fire Chief to enter into a contract with Aspen Helicopters, Inc. for emergency pre-positioning of a fire suppression helicopter to be utilized during severe fire weather events.
 8. Approval of Minutes of April 28, 2014 Regular Meeting.
 9. Fire Chief's report.
 10. Board of Director's report.
 11. Suggestions from Directors for items other than regular agenda items to be included for the June 23, 2014 Regular Board meeting.
 12. CLOSED SESSION - Conference with Legal Counsel – Pending Litigation (Government Code Section 54956.9.)

Claimant: The Ivana Noell Family Trust and Ivana Noell

Agency claimed against: Montecito Fire Protection District

13. Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is May 22, 2014.

MONTECITO FIRE PROTECTION DISTRICT



Chip Hickman, Fire Chief

Agenda

Item #3

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE FINANCE COMMITTEE MEETING

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

May 8, 2014 at 3:00 p.m.

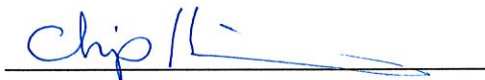
Agenda Items May Be Taken Out Of The Order Shown

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 April 2014 financial statements.
3. Review PARS statement.
4. Review Fechter & Company Annual Financial Report for the Fiscal Year ended June 30, 2013.
5. Review recommendations from the Capital PFG "Financial Analysis Related to Budgeting and Long Term Liabilities" report.
6. Staff report on recommendations for Budget adjustment.
7. Review Draft Preliminary Budget for FY 2014/15.
8. Fire Chief's Report.
9. Requests for items to be included for the next Finance Committee Meeting.

Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is May 5, 2014.

MONTECITO FIRE PROTECTION DISTRICT



Chip Hickman, Fire Chief

ATTACHMENT

#A

MONTECITO FIRE PROTECTION DISTRICT
CASH IN TREASURY - ALL FUNDS
April 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 4/1/14	5,264,465.92	346.92	1,996,800.00	4,854,536.65	9,685.88	12,125,835.37
Income:						
Revenues	5,733,845.78	-	-	-	-	5,733,845.78
Interest	5,984.40	0.30	1,764.29	4,213.31	10.78	11,973.08
Other:						
USFS reimb - Pfeiffer Fire	23,511.23	-	-	-	-	23,511.23
USFS Hough Complex - Refund	(514.02)	-	-	-	-	(514.02)
CSFD Dispatch Services	21,202.00	-	-	-	-	21,202.00
	5,784,029.39	0.30	1,764.29	4,213.31	10.78	5,790,018.07
Expenses:						
Claims Processed	(321,325.30)	-	(144,443.36)	-	-	(465,768.66)
Payroll	(857,037.04)	-	-	-	-	(857,037.04)
Other:						
Reimbursed expenses	-	-	-	-	-	-
	(1,178,362.34)	-	(144,443.36)	-	-	(1,322,805.70)
Cash Balance at 4/30/14	<u>9,870,132.97</u>	<u>347.22</u>	<u>1,854,120.93</u>	<u>4,858,749.96</u>	<u>9,696.66</u>	<u>16,593,047.74</u>

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

Payee	Description	Amount
<u>Fund 3650 - General</u>		
Accountemps	Temporary accounting support, 3/10-3/31/14	4,550.18
Accountemps	Accountant conversion fee	1,000.00
Across The Street Productions	Blue Card: Briner, Broumand, Bass, Klemowicz	1,540.00
ADP Inc	ADP fees	491.39
Airgas West	Medical oxygen refills	78.08
Allstar Fire Equipment Inc	SCBA repair parts	410.62
Allstar Fire Equipment Inc	New turnouts - Budgeted	7,467.23
Ameravant	New website design - 2nd installment	2,625.00
A-OK Mower Shop Inc	Chain saw repairs	67.70
Aspen Helicopters Inc	Trip to Diablo Peak	2,200.00
Branch Out Tree Care LLC	Chipping Projects: W Mtn Dr/Arcady/Cowles/Barker	8,500.00
Capitol Public Finance Group LLC	Financial analysis services	14,826.52
Chapman, Scott	S. Chapman Reimb: Disaster supplies	72.84
Citygate Associates LLC	SOC Study through 3/31/14	13,900.67
CompuVision	Service call for setup review	125.00
Cox Communications	CAD connectivity & Internet	2,669.59
Davis, Shaun	S. Davis Reimb: Blue Card Command	385.00
Dell Marketing	Laptops for Blue Card Command (7) - Budgeted	5,713.22
Dewitt Pinto Petroleum	Diesel Fuel, 3 trips	2,247.85
Edwards, Todd	T. Edwards Reimb: Blue Card Train-the-Trainer	1,200.00
Fail Safe Testing	Ground ladders testing	648.95
Fire Associations of California	FDAC Convention Registration - J.A. Powell	295.00
Freedom Signs	New Squad 91 lettering	483.00
Gil, Araceli	A. Gil Mileage Reimb: CalPERS Business Rules	120.56
Hauser, Ben	B. Hauser Reimb: Tech. Search Specialist	570.00
Hayward Lumber Company SB	Roof prop training materials	455.53
Hickman, Kurt	K. Hickman Mileage Reimb: Travel to airport	60.50
Hugo's Auto Detailing	Car wash services, 3 months	620.00
Interstate Batteries of Sierra Madre	Batteries for OES 317 repair (reimbursable)	399.38
Jenkins, Jackie	J. Jenkins Reimb: S403 Information Officer	150.00
Jensen Audio Visual	Projector and equipment service call	516.25
L N Curtis & Sons	Replacement batteries for thermal imagers	657.18
L N Curtis & Sons	Fire axes (3) - Budgeted	609.79
Laerdal Medical Corp	CPR/AED certification supplies	239.45
Liebert Cassidy Whitmore	Labor attorney fees, March	2,056.10
Marborg Industries	Refuse disposal, Sta. 1	358.26
Mission Uniform Service Inc	Shop towels	345.04
Montecito Fire Protection District	Petty cash - Food	113.96
	Petty cash - Batteries	14.99
	Petty cash - Postage and new router	185.83
	Petty cash - R. Lauritson travel reimb.	11.85
	Petty cash - T. Ederer meal reimb.	24.00
	Petty cash - Small tools	33.51
	Petty cash - Live scan fees	50.00

Payee	Description	Amount
Montecito Water District	Water service	331.92
Nestle Pure Life Direct	Bottled water	186.98
Northwest Hazmat Inc	Hazmat tools - Budgeted	1,251.00
Peyton Scapes	Landscaping services	500.00
Powell, Keith	K. Powell Reimb: Tech. Search Specialist	682.00
Price Postel & Parma	Legal services, March	1,563.50
Safety Kleen Corp	Quarterly solvent tank maintenance	318.64
Sansum Clinic	Employee medical exams	9,760.00
Santa Barbara Trophy	Employee name tags	29.70
Satcom Global Inc	Satellite phone charges	149.24
SB County Auditor-Controller	FIN quarterly billing	4,201.25
SB County Tax Collectors	Property tax administration fee	150,687.00
Skei, Evan	E. Skei Reimb: Response to Violent Incidents	241.44
Smardan Hatcher Company	Plumbing supplies	69.57
Southern California Edison	Electricity service	1,614.12
Sprint	E92 Sim card for MDC	37.99
Staples Credit Plan	Office supplies	358.88
State Compensation Insurance Fund	Worker's comp insurance	56,349.75
Sterling Communications	MTR 2000 and 3000 set-up	1,764.00
Streamline Office Solutions	Office copier usage fee	192.10
Streamline Office Solutions	Printer cartridges and toners	1,123.20
Suds-Duds Launderette	Turnouts cleaned	256.35
The Gas Company	Gas service	146.27
The UPS Store	Shipping/packaging charges (3 months)	500.24
The Village Service Station	Gasoline charges	1,921.87
Unisource	Household supplies	893.17
United Drain	Plumbing repairs, Sta. 1	587.72
US Bank Corporate Card	Household: Light bulbs and toaster	143.13
US Bank Corporate Card	Shop supplies: Antifreeze/engine coolant cases	1,073.65
US Bank Corporate Card	Shop supplies: ladder part, UPS battery, other	430.72
US Bank Corporate Card	Office supplies: binders and organizational equip.	701.67
US Bank Corporate Card	Printing service: Hazard mitigation map	93.96
US Bank Corporate Card	Communications and sample policy guides	381.71
US Bank Corporate Card	County Chief and OES lunch meetings	189.50
US Bank Corporate Card	Gas charges	477.58
US Bank Corporate Card	Ederer/T. Edwards: Fire Studio training	1,173.33
US Bank Corporate Card	Incident response pocket guides	92.91
Verizon California	805-181-0808, March	1,015.12
Villarreal, Jeff	J. Villarreal Reimb: Tech. Search Specialist	744.10
	Fund 3650 Total	<u>321,325.30</u>
 <u>Fund 3652 - Capital Outlay</u>		
Paradise Chevrolet	900 Vehicle: 2015 Chevy Tahoe	46,829.72
Rosenbauer South Dakota LLC	SQ 91 Ford F-550 Chassis - Final Balance	97,613.64
	Fund 3652 Total	<u>144,443.36</u>

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

Regular Salaries	\$ 493,309.41		
Directors Fees	800.00		
Auxiliary	382.50		
FLSA Safety	5,879.15		
FLSA Dispatch	3,496.78		
Regular Overtime	60,918.90		
Chief Officers - Extra Duty	21,666.00		
Dispatch Cadre Earnings	2,108.92		
Hartford 457 Contribution	8,600.00		
4850 Time - S. Bumanglag	4,519.07		
Uniform Allowance	<u>1,000.00</u>		
		Gross Wages	\$ 602,680.73
District Contributions to Insurance	102,372.10		
District Contributions to Medicare & FICA	7,661.32		
District Contributions to SUI	493.07		
PERS, Employee Contribution paid by District	48,020.73		
PERS, Employer Contribution paid by Employee (4.5%)	(24,213.81)		
PERS, District Contribution	121,495.52		
Due to AFLAC	<u>(1,472.62)</u>		
		Total Benefits	<u>254,356.31</u>
		Grand Total	<u>\$ 857,037.04</u>

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
G. McLeod	04/18/14		24.00	1,884.00									1,884.00			
A. Gregson	04/20/14		24.00	1,884.00									1,884.00			
K. Powell	04/20/14		12.00	664.20								664.20				
B. Koepke	04/21/14		24.00	1,883.16								1,883.16				
B. Hauser	04/22/14		9.00	483.57				483.57								
T. Edwards	04/22/14		24.00	1,884.00									1,884.00			
G. Ventura	04/23/14		1.00	97.08											97.08	Board packet preparation
J. Zeitsoff	04/23/14		24.00	1,229.40								1,229.40				
L. Bass	04/23/14		24.00	1,488.60								1,488.60				
S. Davis	04/23/14		9.00	512.19												512.19 Academy instruction
G. Ventura	04/24/14		2.00	194.16												
K. Mann	04/25/14		24.00	1,636.20								1,636.20				194.16 Board packet preparation
E. Skei	04/27/14		24.00	1,713.60								1,713.60				
Grand Total				82,584.90	2,865.60	-	981.36	1,822.71	156.93	-	1,142.40	43,392.95	21,866.00	1,443.83	9,113.12	
% of Total				100.00%	3.47%	0.00%	1.19%	2.21%	0.19%	0.00%	1.38%	52.54%	26.23%	1.75%	11.03%	

**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%
TOTAL	137,569.72	272,247.87	6,657.55	25,264.75	7,967.24	74,322.36	24,169.45	372,254.55	64,056.00	57,840.91	40,100.87	1,082,451.27	100.0%	100.0%

Fire Assignment Reimbursements Received:

Date	Source	Amount
1/25-3/4/13	State of CA	11,322.87
9/28/12-1/25/13	USFS	223,953.02

**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%
TOTAL	96,972.56	185,761.14	17,355.21	15,921.00	5,691.48	31,257.75	43,004.44	195,704.95	90,123.42	34,534.34	40,078.45	756,404.74	100.0%	100.0%

Budget \$ 850,000

Fire Assignment Reimbursements Received:

Date	Source	Amount
9/17-1/7/14	State of CA	329,577.99
9/18-4/16/14	USFS	220,955.61

**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		
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
					\$ 389,316.18		\$ 381,380.48

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

April 15, 2014
File #: 12611
Invoice #: 115726
Billing Attorney: MSM

ACCOUNT SUMMARY BALANCE

RE: ATTORNEY OPINIONS Our File Number: 12611-00024	442.50
RE: BOARD MTGS Our File Number: 12611-00061	1,032.50
RE: 2014 PROPOSITION 4 OVERRIDE Our File Number: 12611-00083	88.50
<hr/> Current Total Charges	<hr/> 1,563.50

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SUMMARY OF CURRENT CHARGES

Current Fees	1,563.50	
Total Current Fees & Costs	<u>1,563.50</u>	
Total Current Due		\$1,563.50

SUMMARY OF PAST DUE BALANCES

Total Past Due		\$0.00
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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 04/01/2014			7,919.83
04/01/2014	Thomas V. Homer	Receipt	1106	1257 - Rent Income - April 2014	1,210.00		9,129.83
04/01/2014	David Ward	Receipt	0003434114	1259 - Rent Income - April 2014	1,226.00		10,355.83
04/02/2014	Larry Todd Edwards	ACH receipt	92G7-PYTN	1255 - Rent Income	1,636.00		11,991.83
04/07/2014	Hydrex, Inc. (Santa Barbara)	Check	18684	Pest Control - 3/10/13 mo pest control		92.00	11,899.83
04/07/2014	Peyton/Scapes	Check	18685	1255 - Gardening/Landscaping - 3/31/14 mo gardening - April 2014		55.00	11,844.83
04/07/2014	Peyton/Scapes	Check	18685	1259 - Gardening/Landscaping - 3/31/14 mo gardening - April 2014		55.00	11,789.83
04/07/2014	Peyton/Scapes	Check	18685	1257 - Gardening/Landscaping - 3/31/14 mo gardening - April 2014		55.00	11,734.83
04/07/2014	Rayne Water Conditioning	Check	18686	1257 - Water/Sewer - 3/12/14 Monthly water softening - April 2014		47.01	11,687.82
04/07/2014	Rayne Water Conditioning	Check	18686	1255 - Water/Sewer - 3/12/14 Monthly water softening - April 2014		75.00	11,612.82
04/07/2014	Rayne Water Conditioning	Check	18686	1259 - Water/Sewer - 3/12/14 Monthly water softening - April 2014		47.01	11,565.81
04/28/2014	Montecito Water District	Payment	ACH	Water/Sewer - monthly water 01-1256-03: 2/27/14 - 3/27/14 - April 2014 - Montecito Water monthly bill		138.49	11,427.32
04/28/2014	Cochrane Property Management, Inc.	Check	18687	Administrative Fee - Monthly service fee - min \$5 - April 2014 - Monthly service fee - min \$5		5.00	11,422.32
04/28/2014	Cochrane Property Management, Inc.	Check	18687	Property Mgmt Fees - Property Mgmt Fees for 04/2014		244.32	11,178.00
04/28/2014	Hydrex, Inc. (Santa Barbara)	Check	18688	Pest Control - 12/9/13 mo pest control, 1st service		92.00	11,086.00
				Ending Cash Balance			11,086.00
Total					4,072.00	905.83	

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: 04/01/2014 to 04/30/2014

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
Income				
Rent Income	4,072.00	100.00	16,288.00	100.00
Total Income	4,072.00	100.00	16,288.00	100.00
Total Operating Income	4,072.00	100.00	16,288.00	100.00
Expense				
Office Expenses				
Administrative Fee	5.00	0.12	20.00	0.12
Total Office Expenses	5.00	0.12	20.00	0.12
Repair & Maintenance				
Gardening/ Landscaping	165.00	4.05	1,260.00	7.74
Pest Control	184.00	4.52	368.00	2.26
Total Repair & Maintenance	349.00	8.57	1,628.00	10.00
Property Mgmt Fees	244.32	6.00	977.28	6.00
Utilities				
Water/Sewer	307.51	7.55	1,619.07	9.94
Trash/Recycling	0.00	0.00	355.36	2.18
Total Utilities	307.51	7.55	1,974.43	12.12
Total Operating Expense	905.83	22.25	4,599.71	28.24
NOI - Net Operating Income	3,166.17	77.75	11,688.29	71.76
Total Income	4,072.00	100.00	16,288.00	100.00
Total Expense	905.83	22.25	4,599.71	28.24
Net Income	3,166.17	77.75	11,688.29	71.76
Other Items				
Owner Distribution	0.00		-10,941.90	
Net Other Items	0.00		-10,941.90	
Cash Flow	3,166.17		746.39	
Beginning Cash	7,919.83		10,339.61	
Beginning Cash + Cash Flow	11,086.00		11,086.00	
Actual Ending Cash	11,086.00		11,086.00	

Balance Sheet

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

As of: 04/30/2014

Account Name	Balance
ASSETS	
Cash	
Cash in Bank	11,086.00
Total Cash	11,086.00
TOTAL ASSETS	11,086.00
LIABILITIES & CAPITAL	
Liabilities	
Security Deposit/Liability	
Security Deposits On Hand	3,040.00
Total Security Deposit/Liability	3,040.00
Total Liabilities	3,040.00
Capital	
Owner Distribution	-72,315.82
Calculated Retained Earnings	11,688.29
Calculated Prior Years Retained Earnings	68,673.53
Total Capital	8,046.00
TOTAL LIABILITIES & CAPITAL	11,086.00

ATTACHMENT

#B

**Montecito Fire Protection District
2013-14 Fiscal Year Budget Projections
As of April 30, 2014**

Line Item Account	Actual			Projected			
	6/30/14 Fiscal Year Budget	4/30/14 Year-To-Date Actual	4/30/2014 Budget Variance	Projected Expenses in May/June	Projected Totals at 6/30/14	Projected Dollar Variance	Budget Variance
Salaries and Employee Benefits							
6100 -- Regular Salaries	6,364,335	4,917,844	1,446,491	1,356,169	6,274,013	90,322	98.6%
6300 -- Overtime	850,000	693,369	156,631	287,500	980,869	(130,869)	115.4%
6400 -- Retirement Contribution	1,793,563	1,369,457	424,106	370,383	1,739,840	53,723	97.0%
6475 -- Retiree Medical OPEB	786,540	-	786,540	786,540	786,540	-	100.0%
6550 -- FICA/Medicare	97,358	72,166	25,192	25,192	97,358	-	100.0%
6600 -- Health Insurance Contrib	1,216,410	1,099,606	116,804	103,000	1,202,606	13,804	98.9%
6700 -- Unemployment Ins Contribution	9,715	8,494	1,221	1,221	9,715	-	100.0%
6900 -- Workers Compensation	759,407	576,488	182,919	56,000	632,488	126,919	83.3%
Total Salaries and Employee Benefits	11,877,328	8,737,422	3,139,906	2,986,007	11,723,429	153,899	98.7%
Services and Supplies							
7030 -- Clothing and Personal	20,036	18,045	1,991	1,991	20,036	-	100.0%
7050 -- Communications	74,115	62,055	12,060	12,060	74,115	-	100.0%
7060 -- Food	2,600	1,130	1,470	1,470	2,600	-	100.0%
7070 -- Household Expense	22,550	19,535	3,015	3,015	22,550	-	100.0%
7090 -- Insurance	29,867	29,867	(0)	-	29,867	-	100.0%
7120 -- Maintenance - Equipment	95,880	90,937	4,943	10,000	100,937	(5,057)	105.3%
7200 -- MTC-Struct/Impr & Grounds	20,500	24,134	(3,634)	3,500	27,634	(7,134)	134.8%
7322 -- Consulting & Mgmt Fees	3,100	2,199	901	901	3,100	-	100.0%
7324 -- Audit and Accounting Fees	25,305	23,965	1,340	1,340	25,305	-	100.0%
7400 -- Medical, Dental and Lab	20,564	7,223	13,341	8,000	15,223	5,341	74.0%
7430 -- Memberships	2,500	2,252	248	248	2,500	-	100.0%
7440 -- Miscellaneous Expense	90,000	29,515	60,485	60,485	90,000	-	100.0%
7450 -- Office Expense	25,851	21,794	4,057	4,057	25,851	-	100.0%
7460 -- Professional & Special Service	336,500	214,582	121,918	65,000	279,582	56,918	83.1%
7506 -- Administrative Expense (SBC)	173,000	150,687	22,313	-	150,687	22,313	87.1%
7507 -- ADP Payroll Fees	6,000	5,251	749	1,500	6,751	(751)	112.5%
7530 -- Publications & Legal Notices	2,000	1,188	812	812	2,000	-	100.0%
7580 -- Rents/Leases-Structure	5,535	2,829	2,706	875	3,704	1,831	66.9%
7630 -- Small Tools & Instruments	38,016	37,460	556	556	38,016	-	100.0%
7650 -- Special Departmental Expense	48,223	14,858	33,365	21,500	36,358	11,865	75.4%
7653 -- Training Fees & Supplies	2,000	826	1,174	-	826	1,174	41.3%
7671 -- Special Projects	27,000	4,161	22,839	2,800	6,961	20,039	25.8%
7730 -- Transportation and Travel	17,000	8,877	8,123	4,000	12,877	4,123	75.7%
7731 -- Gasoline-Oil-Fuel	50,000	43,496	6,504	6,504	50,000	-	100.0%
7732 -- Training and Travel	71,000	36,727	34,273	16,000	52,727	18,273	74.3%
7760 -- Utilities	45,000	39,924	5,076	5,076	45,000	-	100.0%
Total Services and Supplies	1,254,142	893,517	360,625	231,690	1,125,207	128,935	89.7%
Capital Assets							
8300 -- Equipment	29,690	32,425	(2,735)	-	32,425	(2,735)	109.2%
Total Capital Assets	29,690	32,425	(2,735)	-	32,425	(2,735)	
Total Expenditures	13,161,160	9,663,364	3,497,796	3,217,697	12,881,061	280,099	97.9%

Montecito Fire Protection District Additional Expenditures Request 2013-14 Fiscal Year Budget Adjustment

Salaries and Employee Benefits

Line Item Description	Description	Amount
Retiree Medical OPEB	Additional contribution to PARS	TBD

Total Salaries and Employee Benefits **TBD**

Services and Supplies

Department	Description	Amount
Communications	Battery pack UPS for Gibraltar	1,995
Household	Coffee makers (Office and Sta. 1)	1,340
Household	Microwave ovens	1,095
Structure Improvements	Restroom partitions (Sta. 1)	3,220
Hazard Mitigation	Supplement budget for additional project	5,000
Small Tools	45 minute air bottles (6)	6,178
Small Tools	Scott AP75 Air Pak (4)	19,872
Various	Additional small purchases	2,700

Total Services and Supplies Purchases **41,400**

Capital Assets

Department	Description	Amount
Public Education	Inflatable Fire Safety Smoke House	19,103
Communications	Eaton 93E UPS Back-up	21,732
Small Tools	Recon III Probe, Color Camera	7,975
Medical Supplies	Cardiac monitor LP15 and charger	35,750

Total Capital Assets Purchases **84,560**

Total Additional Expenditures **\$ 125,960**

**Montecito Fire Protection District
Revised Expenditures Request
2013-14 Fiscal Year Budget Adjustment**

Services and Supplies

Department	Description	Amount
Communications	New portable radios (40)	155,000
Communications	Battery pack UPS for Gibraltar	1,995
Household	Coffee makers (Office and Sta. 1)	1,340
Household	Microwave ovens	1,095
Structure Improvements	Restroom partitions (Sta. 1)	3,220
Hazard Mitigation	Supplement budget for additional project	5,000
Small Tools	45 minute air bottles (6)	6,178
Small Tools	Scott AP75 Air Pak (4)	19,872
Various	Additional small purchases	2,700

Total Services and Supplies Purchases 196,400

Capital Assets

Department	Description	Amount
Public Education	Inflatable Fire Safety Smoke House	19,103
Communications	Eaton 93E UPS Back-up	21,732
Small Tools	Recon III Probe, Color Camera	7,975
Medical Supplies	Cardiac monitor LP15 and charger	35,750

Total Capital Assets Purchases 84,560

Total Additional Expenditures \$ 280,960

<p>The Finance Committee did not review this updated expenditures proposal, therefore it is not part of the Committee's formal recommendation to the Board.</p>

ATTACHMENT

#C

RESOLUTION NO. 2014-06

**RESOLUTION OF THE GOVERNING BOARD
OF THE MONTECITO FIRE PROTECTION DISTRICT
AMENDING THE FINAL BUDGET FOR FISCAL YEAR 2013-14**

WHEREAS, a final budget for the District for Fiscal Year 2013-14 was adopted by the Board on September 16, 2013; and

WHEREAS, the District has now received unanticipated, non-budgeted reimbursements for fire assignments, which are considered additional revenues rather than a reduction of expenditures; and

WHEREAS, the following account needs to be adjusted by the following amount to make additional contributions:

<u>Fund 3650 – General Fund</u>	
Retiree Medical OPEB	\$ 389,316

NOW, THEREFORE, the Board of Directors of the Montecito Fire Protection District hereby resolves as follows:

That the following revised budget be adopted for the Fiscal Year 2013-14:

<u>Fund 3650 – General Fund</u>	
Salaries & Employee Benefits	\$ 12,266,644
Services & Supplies	1,254,142
Fixed Assets	29,690
Transfer to Pension Obligation	741,164
Transfer to Capital Outlay	<u>218,281</u>
	\$ 14,509,921
<u>Fund 3651 – Pension Obligation</u>	
Services & Supplies	\$ 743,354
<u>Fund 3652 – Capital Outlay</u>	
Fixed Assets	\$ 359,605
<u>Fund 3653 – Land & Building</u>	
Land for Station 3	\$ 100,000
Construction in Progress	<u>100,000</u>
	\$ 200,000
<u>Fund 3654 – UHR Mello-Roos</u>	
Services & Supplies	<u>19,571</u>
Grand Total	\$ 15,832,135

PASSED AND ADOPTED by the governing board of the Montecito Fire Protection District this 27th day of May, 2014, by the following vote:

AYES:
NOES:
ABSTAIN:

President of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

**MONTECITO FIRE PROTECTION DISTRICT
PROPOSED AMENDED BUDGET
FISCAL YEAR 2013-14
MAY 27, 2014**

FUND 3650 - GENERAL FUND

Line Item Acct	Line Item Description	Adopted Final Budget	Proposed Budget Amendment	Final Amended Budget
REVENUES				
3010	Property Tax: Secured (est 5.153% increase)	13,092,378	-	13,092,378
3011	Unitary	95,036	-	95,036
3020	Property Tax: Unsecured	560,700	-	560,700
3054	Supplemental Property Tax	126,656	-	126,656
3380	Interest	14,345	-	14,345
3409	Rental Income	48,864	-	48,864
3750	State Emergency Assistance	-	297,238	297,238
4220	Homeowners Property Tax Relief	77,800	-	77,800
4476	Federal Emergency Assistance	-	92,078	92,078
5909	Other Misc Revenue	182,038	-	182,038
ESTIMATED GENERAL FUND REVENUES		14,197,817	389,316	14,587,133
EXPENDITURES				
Salaries & Employee Benefits				
6100	Regular Salaries	6,261,035	-	6,261,035
6100	Uniform Allowance	45,500	-	45,500
6100	Auxiliary	20,000	-	20,000
6100	Directors fees	37,800	-	37,800
6300	Overtime	850,000	-	850,000
6400	Retirement Contributions	1,793,563	-	1,793,563
6475	Retiree Medical OPEB	786,540	389,316	1,175,856
6550	FICA/Medicare Tax	97,358	-	97,358
6600	Insurance	1,214,948	-	1,214,948
6600	Employee Assistance Program	1,462	-	1,462
6700	Unemployment Insurance	9,715	-	9,715
6900	Workers Compensation Insurance	759,407	-	759,407
Total Salaries & Employee Benefits		11,877,328	389,316	12,266,644
Services & Supplies				
7030	Clothing & Personal	20,036	-	20,036
7050	Communications	74,115	-	74,115
7060	Food	2,600	-	2,600
7070	Household	22,550	-	22,550
7090	Insurance: Liability/Auto/Prop.	29,867	-	29,867
7120	Equipment Maintenance	95,880	-	95,880
7200	Structure Maintenance	20,500	-	20,500
7322	Consulting & Mgmt fees (rental prop)	3,100	-	3,100
7324	Audit & Accounting Fees	25,305	-	25,305

**MONTECITO FIRE PROTECTION DISTRICT
PROPOSED AMENDED BUDGET
FISCAL YEAR 2013-14
MAY 27, 2014**

Line Item Acct	Line Item Description	Adopted Final Budget	Proposed Budget Amendment	Final Amended Budget
7400	Medical & First Aid Supplies	20,564	-	20,564
7430	Memberships	2,500	-	2,500
7440	Miscellaneous-Hazard Mitigation	90,000	-	90,000
7450	Office Expense	25,851	-	25,851
7460	Professional & Specialized Services	336,500	-	336,500
7506	Property Tax Administration	173,000	-	173,000
7507	ADP Payroll Fees	6,000	-	6,000
7530	Publications & Legal Notices	2,000	-	2,000
7580	Rents & Leases - Structure	5,535	-	5,535
7630	Small Tools & instruments	38,016	-	38,016
7650	District Special Expense	37,744	-	37,744
7650	LAFCO	10,479	-	10,479
7653	Paramedic/Adv. Med. Train.	2,000	-	2,000
7671	Special Projects	27,000	-	27,000
7730	Transportation & Travel	17,000	-	17,000
7731	Gasoline/Oil/Fuel	50,000	-	50,000
7732	Training	71,000	-	71,000
7760	Utilities	45,000	-	45,000
	Total Services & Supplies	1,254,142	-	1,254,142
	Fixed Assets			
8300	Communications System	20,000	-	20,000
8300	Copier/Scanner/Printer	9,690	-	9,690
	Total Fixed Assets	29,690	-	29,690
	Other Financing Uses			
7901	Transfer To Pension Obligation (Fund 3651)	741,164	-	741,164
7901	Transfer To Capital Outlay (Fund 3652)	218,281	-	218,281
	Other Financing Uses	959,445	-	959,445
	TOTAL EXPENDITURES & TRANSFERS	14,120,605	389,316	14,509,921
	Net Financial Impact	77,212	-	77,212
	Fund 3650 Equity			
	Beginning Fund Balance at July 1, 2013	\$ 3,304,697	\$ -	\$ 3,304,697
	Net Financial Impact	77,212	-	77,212
	Projected Ending Balance at June 30, 2014	\$ 3,381,909	\$ -	\$ 3,381,909

**MONTECITO FIRE PROTECTION DISTRICT
PROPOSED AMENDED BUDGET
FISCAL YEAR 2013-14
MAY 27, 2014**

FUND 3651 - PENSION OBLIGATION

Line Item Acct	Line Item Description	Adopted Final Budget	Proposed Budget Amendment	Final Amended Budget
REVENUES - FINANCING SOURCES				
5910	Operating Trf (In) General Fund	741,164	-	741,164
	TOTAL FINANCING SOURCES	741,164	-	741,164
EXPENDITURES				
7460	Administration Fee	2,190	-	2,190
7830	Interest Expense	112,164	-	112,164
	TOTAL EXPENDITURES	114,354	-	114,354
OTHER FINANCING SOURCES & USES				
7910	Long Term Debt Principal Repayment	629,000	-	629,000
	TOTAL OTHER FINANCING USES	629,000	-	629,000
	TOTAL EXPENDITURES & FINANCING	743,354	-	743,354
	Net Financial Impact	(2,190)	-	(2,190)
Fund 3651 Equity				
	Beginning Fund Balance at July 1, 2013	\$ 2,522	\$ -	\$ 2,522
	Net Financial Impact	(2,190)	-	(2,190)
	Projected Ending Balance at June 30, 2014	\$ 332	\$ -	\$ 332

**MONTECITO FIRE PROTECTION DISTRICT
PROPOSED AMENDED BUDGET
FISCAL YEAR 2013-14
MAY 27, 2014**

FUND 3652 - CAPITAL OUTLAY

Line Item Acct	Line Item Description	Adopted Final Budget	Proposed Budget Amendment	Final Amended Budget
REVENUES - FINANCING SOURCES				
5910	Operating Trf (In) General Fund	<u>218,281</u>	-	<u>218,281</u>
	TOTAL FINANCING SOURCES	218,281	-	218,281
EXPENDITURES				
Capital Assets - Equipment				
8300	Fire Chief Vehicle	49,700	-	49,700
8300	Patrol 92	155,000	-	155,000
8300	Squad 91	<u>154,905</u>	-	<u>154,905</u>
	TOTAL EXPENDITURES	<u>359,605</u>	-	<u>359,605</u>
	Net Financial Impact	<u>(141,324)</u>	-	<u>(141,324)</u>
Fund 3652 Equity				
	Beginning Fund Balance at July 1, 2013	\$ 2,192,723	\$ -	\$ 2,192,723
	Net Financial Impact	<u>(141,324)</u>	-	<u>(141,324)</u>
	Projected Ending Balance at June 30, 2014	\$ 2,051,399	\$ -	\$ 2,051,399

**MONTECITO FIRE PROTECTION DISTRICT
PROPOSED AMENDED BUDGET
FISCAL YEAR 2013-14
MAY 27, 2014**

FUND 3653 - LAND AND BUILDING

Line Item Acct	Line Item Description	Adopted Final Budget	Proposed Budget Amendment	Final Amended Budget
REVENUES - FINANCING SOURCES				
5910	Operating Trf (In) General Fund	-	-	-
	TOTAL FINANCING SOURCES	-	-	-
EXPENDITURES				
Capital Assets - Equipment				
8100	Land	100,000	-	100,000
8700	Construction in Progress	100,000	-	100,000
	TOTAL EXPENDITURES	<u>200,000</u>	<u>-</u>	<u>200,000</u>
	Net Financial Impact	<u>(200,000)</u>	<u>-</u>	<u>(200,000)</u>
Fund 3653 Equity				
	Beginning Fund Balance at July 1, 2013	\$ 7,812,910	\$ -	\$ 7,812,910
	Net Financial Impact	<u>(200,000)</u>	<u>-</u>	<u>(200,000)</u>
	Projected Ending Balance at June 30, 2014	\$ 7,612,910	\$ -	\$ 7,612,910

**MONTECITO FIRE PROTECTION DISTRICT
 PROPOSED AMENDED BUDGET
 FISCAL YEAR 2013-14
 MAY 27, 2014**

FUND 3654 - UHR MELLO ROOS

Line Item Acct	Line Item Description	Adopted Final Budget	Proposed Budget Amendment	Final Amended Budget
REVENUES - FINANCING SOURCES				
5910	Operating Trf (In) General Fund	-	-	-
	TOTAL FINANCING SOURCES	-	-	-
EXPENDITURES				
Services & Supplies				
7460	Professional & Specialized Services	19,571	-	19,571
	TOTAL EXPENDITURES	19,571	-	19,571
	Net Financial Impact	(19,571)	-	(19,571)
Fund 3654 Equity				
	Beginning Fund Balance at July 1, 2013	\$ 19,508	\$ -	\$ 19,508
	Net Financial Impact	<u>(19,571)</u>	<u>-</u>	<u>(19,571)</u>
	Projected Ending Balance at June 30, 2014	\$ (63)	\$ -	\$ (63)

**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		
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
					\$ 389,316.18		\$ 381,380.48

ATTACHMENT

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**MONTECITO FIRE PROTECTION
PRELIMINARY BUDGET
FISCAL YEAR 2014-15
MAY 27, 2014**

FUND 3650 - GENERAL FUND				
<u>Account</u>	<u>Line Item Description</u>	<u>Prelim. Budget FY 2014-15</u>	<u>Final Budget FY 2013-14</u>	<u>Increase/ (Decrease)</u>
REVENUES				
Taxes				
3010	Property Tax - Secured (0% Increase)	13,133,310	13,092,378	40,932
3011	Property Tax - Unitary	96,768	95,036	1,732
3020	Property Tax - Unsecured	602,642	560,700	41,942
3054	Supplemental Property Tax	<u>119,717</u>	<u>126,656</u>	<u>(6,939)</u>
	Total Taxes Revenue	13,952,436	13,874,770	77,666
Use of Money and Property				
3380	Interest Income	10,000	14,345	(4,345)
3409	Rental Property Income	<u>48,864</u>	<u>48,864</u>	<u>-</u>
	Total Use of Money and Property	58,864	63,209	(4,345)
Intergovernmental Revenue - State				
4220	Homeowners Property Tax Relief	<u>85,087</u>	<u>77,800</u>	<u>7,287</u>
	Total Intergovernmental Revenue - State	85,087	77,800	7,287
Miscellaneous Revenue				
5909	Other Miscellaneous Revenue	182,145	182,038	107
	Westmont Payment	4,225	4,118	-
	AMR First Response Payment	93,112	93,112	-
	CSFD Dispatch Services Agreement	84,808	84,808	-
	Total Miscellaneous Revenue	<u>182,145</u>	<u>182,038</u>	<u>107</u>
ESTIMATED GENERAL FUND REVENUES		<u>14,278,532</u>	<u>14,197,817</u>	<u>80,715</u>

**MONTECITO FIRE PROTECTION
PRELIMINARY BUDGET
FISCAL YEAR 2014-15
MAY 27, 2014**

FUND 3650 - GENERAL FUND				
<u>Account</u>	<u>Line Item Description</u>	<u>Prelim. Budget FY 2014-15</u>	<u>Final Budget FY 2013-14</u>	<u>Increase/ (Decrease)</u>
EXPENDITURES				
Salaries & Employee Benefits				
6100	Regular Salaries	6,526,686	6,364,335	162,351
	Salaries	6,431,936	6,261,035	
	Uniform Allowance	45,500	45,500	
	Auxiliary	20,000	20,000	
	Directors fees	29,250	37,800	
6300	Overtime	850,000	850,000	-
6400	Retirement Contributions	1,888,792	1,793,563	95,229
6475	Retiree Medical OPEB	810,136	786,540	23,596
6550	FICA/Medicare	98,258	97,358	900
6600	Insurance Contributions	1,312,367	1,216,410	95,957
	Health Insurance	1,097,537	1,028,739	
	Dental Insurance	173,035	147,245	
	Vision Insurance	32,361	30,943	
	Life Insurance	7,972	8,021	
	Employee Assistance Program	1,462	1,462	
6700	Unemployment Insurance	8,925	9,715	(790)
6900	Workers Compensation Insurance	<u>650,648</u>	<u>759,407</u>	<u>(108,759)</u>
	Total Salaries & Employee Benefits	12,145,813	11,877,328	268,485
Services & Supplies				
7030	Clothing and PPE	8,000	20,036	(12,036)
7050	Communications	79,820	74,115	5,705
	Operational	73,500		
	Web site hosting	1,500		
	SBCO IT services	3,700		
	CDCE Tablet Connectivity	1,120		
7060	Food	2,500	2,600	(100)
7070	Household Expense	20,850	22,550	(1,700)
	Operational	8,000		
	Shop towels/turnouts service	5,000		
	Marborg refuse services	5,000		
	Bottled water	1,750		
	Rental housing refuse services	1,100		
7090	Insurance: Liability/Auto/Prop.	31,000	29,867	1,133

**MONTECITO FIRE PROTECTION
PRELIMINARY BUDGET
FISCAL YEAR 2014-15
MAY 27, 2014**

FUND 3650 - GENERAL FUND				
<u>Account</u>	<u>Line Item Description</u>	<u>Prelim. Budget FY 2014-15</u>	<u>Final Budget FY 2013-14</u>	<u>Increase/ (Decrease)</u>
7120	Equipment Maintenance	100,250	95,880	4,370
	Operational	73,500	67,000	
	Annual Tri-Tech maintenance	24,000	22,000	
	VPI annual maintenance	1,850	1,850	
	RAWS annual maintenance service	900	900	
7200	Structure Maintenance	22,000	20,500	1,500
	Operational	16,500		
	Rental housing	5,500		
7205	Fire Defense Zone (Hazard Mitigation)	90,000	90,000	-
7322	Consulting and Management Fees	3,100	3,100	-
7324	Audit and Accounting Fees	24,000	25,305	(1,305)
7400	Medical & First Aid Supplies	13,850	20,564	(6,714)
	Operational	10,000		
	Lifepack maintenance service	3,850		
7430	Memberships	2,500	2,500	-
7450	Office Expense	12,000	25,851	(13,851)
	Operational	12,000		
7460	Professional and Specialized Services	267,500	336,500	(69,000)
	Other Operational	20,000		
	Legal services	90,000		
	IT services	42,000		
	Medical exams	30,000		
	Medical Director	6,000		
	Mapping support	5,000		
	CAD preplans	7,000		
	EMT Instruction	3,500		
	Helicopter Charters to Diablo	9,000		
	Citygate SOC study	55,000		
7506	Administrative Tax Expense	165,000	173,000	(8,000)
7507	ADP Payroll Fees	7,500	6,000	1,500
7530	Publications & Legal Notices	2,000	2,000	-
7580	Rents & Leases - Structure	5,500	5,535	(35)
7630	Small Tools & Instruments	6,630	38,016	(31,386)
	Operational	3,630	3,000	
	Haz mat small tools	3,000	3,000	

**MONTECITO FIRE PROTECTION
PRELIMINARY BUDGET
FISCAL YEAR 2014-15
MAY 27, 2014**

FUND 3650 - GENERAL FUND					
<u>Account</u>	<u>Line Item Description</u>	<u>Prelim. Budget FY 2014-15</u>	<u>Final Budget FY 2013-14</u>		<u>Increase/ (Decrease)</u>
7650	District Special Expense	38,500	48,223		(9,723)
	Operational (permits/fees)	5,000			
	Election expenses (Prop. 4)	23,000			
	LAFCO	10,500			
7653	Paramedic Advanced Training	-	2,000		(2,000)
7671	Special Projects	7,500	27,000		(19,500)
	Fire Prevention Week materials	4,000			
	Pre-hazard abatement brochure	3,500			
7730	Transportation & Travel	12,000	17,000		(5,000)
7731	Gasoline/Oil/Fuel	55,000	50,000		5,000
7732	Training	42,000	71,000		(29,000)
	Operational	40,000			
	Paramedic/Adv. Med. Train.	2,000			
7760	Utilities	47,000	45,000		2,000
	Operational	42,000	40,000	-	-
	Rental housing utilities	5,000	5,000	-	-
	Total Services & Supplies	1,066,000	1,254,142		(188,142)
Fixed Assets					
	Total Fixed Assets	-	29,690		(29,690)
OTHER FINANCING USES					
	Transfer To Pension Obligation (Fund 3651)	769,313	741,164		28,149
	Transfer To Capital Outlay (Fund 3652)	297,406	218,281		79,125
	Other Financing Uses	1,066,719	959,445		107,274
	TOTAL EXPENDITURES & TRANSFERS	14,278,532	14,120,605		157,927
	Net Financial Impact	-	77,212		
Fund 3650 Equity					
	Est. Beginning Fund Balance at 7/1/2014	3,381,909	7/1/2013	3,304,697	
	Net Financial Impact	-	77,212		
	Projected Ending Fund Balance at 6/30/2015	3,381,909	6/30/2014	3,381,909	

**MONTECITO FIRE PROTECTION
PRELIMINARY BUDGET
FISCAL YEAR 2014-15
MAY 27, 2014**

FUND 3651 - PENSION OBLIGATION FUND				
Account	Line Item Description	Prelim. Budget FY 2014-15	Final Budget FY 2013-14	Increase/ (Decrease)
REVENUES				
Financing Sources				
5910	Operating Trf (In) General Fund	769,313	741,164	28,149
	ESTIMATED FUND REVENUES	769,313	741,164	28,149
EXPENDITURES				
7460	Administration Fee	2,190	2,190	-
7830	Interest Expenses	83,123	112,164	(29,041)
	Total Expenditures	85,313	114,354	(29,041)
OTHER FINANCING USES				
7910	Long Term Debt Principal Repayment	684,000	629,000	55,000
	Other Financing Uses	684,000	629,000	55,000
	TOTAL EXPENDITURES & TRANSFERS	769,313	743,354	25,959
	Net Financial Impact	-	(2,190)	
Fund 3651 Equity				
	Est. Beginning Fund Balance at 7/1/2014	332		
	Net Financial Impact	-		
	Projected Ending Fund Balance at 6/30/2015	332		

**MONTECITO FIRE PROTECTION
PRELIMINARY BUDGET
FISCAL YEAR 2014-15
MAY 27, 2014**

FUND 3652 - CAPITAL OUTLAY FUND				
<u>Account</u>	<u>Line Item Description</u>	<u>Prelim. Budget FY 2014-15</u>	<u>Final Budget FY 2013-14</u>	<u>Increase/ (Decrease)</u>
REVENUES				
Financing Sources				
5910	Operating Trf (In) General Fund	297,406	218,281	79,125
	ESTIMATED FUND REVENUES	297,406	218,281	79,125
EXPENDITURES				
Capital Assets				
8300	Vehicle (Division Chief)	54,200	359,605	(305,405)
	TOTAL EXPENDITURES	54,200	359,605	(305,405)
	Net Financial Impact	243,206	(141,324)	
Fund 3652 Equity				
	Est. Beginning Fund Balance at 7/1/2014	2,051,399		
	Net Financial Impact	243,206		
	Projected Ending Fund Balance at 6/30/2015	2,294,605		

**MONTECITO FIRE PROTECTION
PRELIMINARY BUDGET
FISCAL YEAR 2014-15
MAY 27, 2014**

FUND 3653 - LAND AND BUILDING FUND				
<u>Account</u>	<u>Line Item Description</u>	<u>Prelim. Budget FY 2014-15</u>	<u>Final Budget FY 2013-14</u>	<u>Increase/ (Decrease)</u>
REVENUES				
Financing Sources				
5910	Operating Trf (In) General Fund	-	-	-
	ESTIMATED FUND REVENUES	-	-	-
EXPENDITURES				
Capital Assets				
8100	Land	100,000	100,000	-
8700	Construction in Progress	-	100,000	(100,000)
	TOTAL EXPENDITURES	100,000	200,000	(100,000)
	Net Financial Impact	(100,000)	(200,000)	
Fund 3653 Equity				
	Est. Beginning Fund Balance at 7/1/2014	7,812,910		
	Net Financial Impact	(100,000)		
	Projected Ending Fund Balance at 6/30/2015	7,712,910		

**MONTECITO FIRE PROTECTION
PRELIMINARY BUDGET
FISCAL YEAR 2014-15
MAY 27, 2014**

FUND 3654 - UHR MELLO ROOS FUND				
<u>Account</u>	<u>Line Item Description</u>	<u>Prelim. Budget FY 2014-15</u>	<u>Final Budget FY 2013-14</u>	<u>Increase/ (Decrease)</u>
REVENUES				
Financing Sources				
5910	Operating Trf (In) General Fund	-	-	-
	ESTIMATED FUND REVENUES	-	-	-
EXPENDITURES				
7460	Professional and Specialized Services	9,000	19,571	(10,571)
	TOTAL EXPENDITURES	9,000	19,571	(10,571)
	Net Financial Impact	(9,000)	(19,571)	
Fund 3654 Equity				
	Est. Beginning Fund Balance at 7/1/2014	9,000		
	Net Financial Impact	(9,000)		
	Projected Ending Fund Balance at 6/30/2015	-		

Agenda

Item #4

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE COMMUNITY OUTREACH COMMITTEE MEETING

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

May 6, 2014, at 3:00 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. Letter to the Montecito Journal updating the community on the Board's progress since its expansion to 5 members.
3. Discuss use of District's communication tools when requested by other agencies to notify the community of service related interruptions at the Fire Chief's discretion.
4. Fire Chief's Report.
5. Requests for items to be included for the next Community Outreach Committee Meeting.

Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is May 5, 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.

Agenda

Item #5

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE PERSONNEL COMMITTEE MEETING

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

May 15, 2014, at 4:00 p.m.

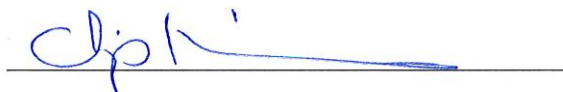
Agenda Items May Be Taken Out Of The Order Shown

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. Consider changes to Battalion Chief job description.
3. Fire Chief's Report.
4. Requests for items to be included for the next Personnel Committee Meeting.

Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is May 12, 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 SPECIAL MEETING
OF THE PERSONNEL COMMITTEE
Montecito Fire Protection District Headquarters
May 15, 2014 at 4:15 p.m.

NOTICE IS HEREBY GIVEN that pursuant to the provisions of Section 54956 of the Government Code, a SPECIAL MEETING of the Personnel Committee of the Montecito Fire Protection District is hereby called for the 15th day of May, 2014 at 4:15 p.m.

Said meeting will be held at
Montecito Fire District Headquarters,
595 San Ysidro Road.

1. Consider temporary promotion approval for Engineer Drue Holthe to Captain, April 16, 2014 through May 5, 2014.
2. Consider temporary promotion approval for Firefighter Aaron Briner to Engineer, effective April 16, 2014 through May 5, 2014.
3. Consider temporary promotion approval for Engineer Ed Fuentes to Captain effective April 12, 2014.
4. Consider temporary promotion approval for Firefighter Paramedic Kurt Hickman to Engineer, effective April 21, 2014
5. Adjournment

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

MONTECITO FIRE PROTECTION DISTRICT



By: John Venable, Committee Chair

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 SHIFT BATTALION CHIEF

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DEFINITION:

Under the general supervision of the Operations/Division Chief, plans and supervises the activities of an assigned shift. Responds to emergencies and assumes the role of incident commander on all major calls. Interacts with Battalion Chiefs of other shifts in coordinating shift activity. Responsible for certain District-wide programs, as assigned by the Operations/Division Chief, which require interaction with all District members. Assume administrative duties as required. Provide highly responsible and complex staff assistance to the Fire Chief or Operations/Division Chief. At times, will function as the District's key representative pertaining to all District responsibilities and activities which may involve participation off duty, after normal business hours, weekends, holidays or otherwise as determined by the Fire Chief.- Assignments may be changed at intervals as determined by the Fire Chief or Operations/Division Chief.

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COMPENSATION & BENEFITS:

A salaried, management position, covered by the Memorandum of Understanding between the District and Staff. As a management employee, terms and conditions of employment are not negotiated by the Firemen's Association. This is an exempt position.

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Hours of work: an average of 56 hours per week on the 4/6 shift schedule; at times will also be required to attend meetings. May be called upon to respond to emergencies or conduct Fire District business outside of normal business hours and scheduled shifts.-

Trades: trades are allowed only with other salaried employees.

DUTIES & RESPONSIBILITIES:

The following duties are typical of this classification and are intended only to describe the various types of work that may be performed. The level of technical complexity of the assignment(s) is not intended to be an all-inclusive list of duties. The omission of a specific duty statement does not exclude it from the position if the work is consistent with the concept of the classification or is similar or closely related to another duty statement to address the District's business needs and changing business practices.

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Duties regularly include, but are not limited to the following:

Ensures appropriate service and staffing levels within District policy. Organizes the activities of assigned shift; coordinates interaction between shifts to promote continuity from shift to shift. Aids Captains in planning daily schedules. Monitors and evaluates the efficiency and

Approved 7/11/2012 Draft 5/12/2014

JOB DESCRIPTIONS – SHIFT BATTALION CHIEF

MONTECITO FIRE PROTECTION DISTRICT

effectiveness of service delivery methods and procedures. Enforces District rules and policies. Prepares reports, maintains records, and reviews reports from subordinates. Supervises all ~~shift~~ personnel ~~including dispatchers; and~~ evaluates employees. Ensures that assigned shift meets District standards in all programs (training, prevention, maintenance, physical ~~training/fitness,~~ etc.). Allocates resources as it relates to the needs of the District. Responds to emergency calls. Makes decisions regarding fire control methods. Promotes and supports cooperation with other agencies. At times, will ~~respond to Carpinteria-Summerland Fire District to fill in for that agency's battalion chief, provide Battalion Chief coverage for neighboring agencies. Will serve as Strike Team Leader or other certified and qualified overhead position.~~ Assists the ~~Fire e~~Chief and ~~Operations/d~~Division ~~e~~Chief in meeting District goals and objectives. Actively attends and participates in professional fire organizations and groups related to particular assignment. Each ~~shift b~~Battalion ~~e~~Chief will be assigned a primary area of responsibility: training, services and supplies, administration or fire prevention. The ~~Fire e~~Chief or ~~Operations/d~~Division ~~e~~Chief may assign special projects. May be called upon to investigate cause and origin of fires or other incidents.

Required to attend at least ~~half~~ of all meetings associated with special projects; on or off duty without additional compensation. Required to carry their District cell phone at all times. -

Must maintain physical fitness.

QUALIFICATIONS:

Six years of increasingly responsible full-time sworn experience with a paid fire agency, with one year's experience as suppression officer (permanent Captain or above). Assistant Fire Marshal will meet this requirement when he/she has documented 50 shifts as Engine Company Captain. A combination of training, education and experience which would provide the required knowledge and abilities.

The ability to work with employees in a manner which will inspire a feeling of teamwork, pride, camaraderie, discipline, and high morale. Ability to manage the operation of several crews.

Oral and written communication skills suitable to the position. Ability to deal effectively with the public. Knowledge of modern firefighting methodology, fire prevention practices, fire investigation methods, procedures and equipment, management, instruction, and budgetary processes. Ability and willingness to perform in a management position in dealing with personnel and the public. Knowledge of District policies, procedures, and programs and the ability to implement them.

Battalion Chiefs appointed after May 20, 1996 must reside within 60-minute travel time of the headquarters fire station to facilitate direction of major emergencies.

Job performance will be reviewed annually.

Possession of an appropriate California Driver's License with a satisfactory driving record; EMT-~~1~~ or equivalent and AED/CPR certifications that meets State of California and LEMSA requirements.

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JOB DESCRIPTIONS – SHIFT BATTALION CHIEF
MONTECITO FIRE PROTECTION DISTRICT

Must meet insurability requirements of district's insurer(s).

If applicant is not already a full time employee of the Montecito Fire Protection District, prior to appointment, applicant must pass an extensive background investigation and medical exam, including drug-controlled substance testing.

SPECIAL REQUIREMENTS:

AA/AS degree or 30 units of Fire Science

Fire Officer ~~certificat~~certification

Strike Team Leader (STEN) qualified within two (2) year of appointment opportunities permitting.

Division Group Supervisor (DIVS) qualified within three (3) years of appointment opportunities permitting.

Blue Card certification within one (1) year of appointment

Heavy Rescue certification

- Trench Rescue
- Rescue Systems 1
- Confined Space Rescue
- Rescue Systems 2

Fire Command 2A, 2B, 2E

Fire Investigation 1A, 1B

Management 2A, 2B

Hazmat FRO

Fire Operations in the Urban Interface (S-205/215)

Ignition Operations (S-234)

Basic Air Operations (S-270)

Intermediate Fire Behavior (S-290)

Introduction to Wildland Fire Behavior Calculations (S-390)

Intermediate ICS (I-300)

TESTING PROCEDURE:

Application & resume

Questionnaire

Evaluation of past performance.

Assessment Center

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JOB DESCRIPTIONS – SHIFT BATTALION CHIEF
MONTECITO FIRE PROTECTION DISTRICT

Oral boards

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| ~~Approved 7/11/2012~~ Draft 5/12/2014

MONTECITO FIRE PROTECTION DISTRICT SHIFT BATTALION CHIEF

DEFINITION:

Under the general supervision of the Operations/Division Chief, plans and supervises the activities of an assigned shift. Responds to emergencies and assumes the role of incident commander on all major calls. Interacts with Battalion Chiefs of other shifts in coordinating shift activity. Responsible for certain District-wide programs, as assigned by the Operations/Division Chief, which require interaction with all District members. Assume administrative duties as required. Provide highly responsible and complex staff assistance to the Fire Chief or Operations/Division Chief. At times, will function as the District's key representative pertaining to all District responsibilities and activities which may involve participation off duty, after normal business hours, weekends, holidays or otherwise as determined by the Fire Chief. Assignments may be changed at intervals as determined by the Fire Chief or Operations/Division Chief.

COMPENSATION & BENEFITS:

A salaried, management position, covered by the Memorandum of Understanding between the District and Staff. As a management employee, terms and conditions of employment are not negotiated by the Firemen's Association. This is an exempt position.

Hours of work: an average of 56 hours per week on the 4/6 shift schedule; at times will also be required to attend meetings. May be called upon to respond to emergencies or conduct Fire District business outside of normal business hours and scheduled shifts.

Trades: trades are allowed only with other salaried employees.

DUTIES & RESPONSIBILITIES:

The following duties are typical of this classification and are intended only to describe the various types of work that may be performed. The level of technical complexity of the assignment(s) is not intended to be an all-inclusive list of duties. The omission of a specific duty statement does not exclude it from the position if the work is consistent with the concept of the classification or is similar or closely related to another duty statement to address the District's business needs and changing business practices.

Duties regularly include, but are not limited to the following:

Ensures appropriate service and staffing levels within District policy. Organizes the activities of assigned shift; coordinates interaction between shifts to promote continuity from shift to shift. Aids Captains in planning daily schedules. Monitors and evaluates the efficiency and

JOB DESCRIPTIONS – SHIFT BATTALION CHIEF

MONTECITO FIRE PROTECTION DISTRICT

effectiveness of service delivery methods and procedures. Enforces District rules and policies. Prepares reports, maintains records, and reviews reports from subordinates. Supervises all personnel and evaluates employees. Ensures that assigned shift meets District standards in all programs (training, prevention, maintenance, physical fitness, etc.). Allocates resources as it relates to the needs of the District. Responds to emergency calls. Makes decisions regarding fire control methods. Promotes and supports cooperation with other agencies. At times, will provide Battalion Chief coverage for neighboring agencies. Will serve as Strike Team Leader or other certified and qualified overhead position. Assists the Fire Chief and Operations/Division Chief in meeting District goals and objectives. Actively attends and participates in professional fire organizations and groups. Each Battalion Chief will be assigned a primary area of responsibility: training, services and supplies, administration or fire prevention. The Fire Chief or Operations/Division Chief may assign special projects. May be called upon to investigate cause and origin of fires or other incidents.

Required to attend at least half of all meetings associated with special projects; on or off duty without additional compensation. Required to carry their District cell phone at all times.

Must maintain physical fitness.

QUALIFICATIONS:

Six years of increasingly responsible full-time sworn experience with a paid fire agency, with one year's experience as suppression officer (permanent Captain or above). Assistant Fire Marshal will meet this requirement when he/she has documented 50 shifts as Engine Company Captain. A combination of training, education and experience which would provide the required knowledge and abilities.

The ability to work with employees in a manner which will inspire a feeling of team work, pride, camaraderie, discipline, and high morale. Ability to manage the operation of several crews.

Oral and written communication skills suitable to the position. Ability to deal effectively with the public. Knowledge of modern firefighting methodology, fire prevention practices, fire investigation methods, procedures and equipment, management, instruction, and budgetary processes. Ability and willingness to perform in a management position in dealing with personnel and the public. Knowledge of District policies, procedures, and programs and the ability to implement them.

Battalion Chiefs appointed after May 20, 1996 must reside within 60-minute travel time of the headquarters fire station to facilitate direction of major emergencies.

Job performance will be reviewed annually.

Possession of an appropriate California Driver's License with a satisfactory driving record; EMT-1 or equivalent and AED/ CPR certifications that meets State of California and LEMSA requirements.

Must meet insurability requirements of district's insurer(s).

JOB DESCRIPTIONS – SHIFT BATTALION CHIEF

MONTECITO FIRE PROTECTION DISTRICT

If applicant is not already a full time employee of the Montecito Fire Protection District, prior to appointment, applicant must pass an extensive background investigation and medical exam, including controlled substance testing.

REQUIRED:

AA/AS degree or 30 units of Fire Science

Fire Officer certification

Strike Team Leader (STEN) qualified within two (2) year of appointment, opportunities permitting.

Division Group Supervisor (DIVS) qualified within three (3) years of appointment, opportunities permitting.

Blue Card certification within one (1) year of appointment

Heavy Rescue certification

- Trench Rescue
- Confined Space Rescue
- Rescue Systems 1
- Rescue Systems 2

Fire Command 2A, 2B, 2E

Fire Investigation 1A, 1B

Management 2A, 2B

Hazmat FRO

Fire Operations in the Urban Interface (S-205/215)

Ignition Operations (S-234)

Basic Air Operations (S-270)

Intermediate Fire Behavior (S-290)

Introduction to Wildland Fire Behavior Calculations (S-390)

Intermediate ICS (I-300)

Agenda

Item #6

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE STRATEGIC PLANNING COMMITTEE MEETING

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

May 21, 2014 at 3:00 p.m.

Agenda Items May Be Taken Out Of The Order Shown

1. Public comment: Any person may address the 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 proposed final edited version of Citygate Resident Survey for Standards of Cover Study.
3. Discuss potential additional hazard mitigation projects and additional funding.
4. Discuss press release or letter from the Board President to inform community of Strategic Planning Committee's accomplishments.
5. Fire Chief's Report.
6. Suggestions from Directors for items, other than regular agenda items, to be included in the agenda for the next Strategic Planning Committee Meeting.

Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is May 15, 2014.

MONTECITO FIRE PROTECTION DISTRICT

By


Chip Hickman, Fire Chief



2250 East Bidwell Street, Suite 100 ■ Folsom, CA 95630 ■ PH 916-458-5100 ■ FAX 916-983-2090

DRAFT – Montecito Fire Protection District Resident Survey

Date _____

The Montecito Fire Protection District (District) is updating its community risk assessment and firefighter deployment plans. While the District has goals for delivering the best fire protection services possible, they need to know what's important to the community. They want to know what matters most to you about the services they provide. While no community can fund all of the resources that may be needed to resolve every potential emergency, they strive to achieve the highest level of community protection within available resources to meet your expectations. We would appreciate it if you could spend the next few minutes completing this survey.

1. Please select one:

- I am a Montecito Property Owner or Resident
- I am a Carpinteria/Summerland Property Owner or Resident
- I am a City of Santa Barbara Property Owner or Resident
- Other

How many years have you been a Property Owner or Resident?

- _____ Less than 1 year
- _____ 1 to 3 years
- _____ 4 to 5 years
- _____ 6 to 10 years
- _____ More than 10 years

Are you a full-time resident?

Yes _____ No _____

If no, please check one:

- Less than 6 months per year
- More than 6 months per year

2. Have you had any direct contact with Montecito Fire District?

Yes ____ No ____

If yes, please rate the District's performance:

	1	2	3	4	5	0
Type of Service	Far Exceeds Expectations	Above Expectations	Meets Expectations	Below Expectations	Unacceptable	No Experience
Emergency Medical Response						
Emergency Fire Response						
Other Emergency Response						
Non Emergency request for service						
Property Survey						
Neighborhood Clean up						
Code Enforcement						
Car Seat Installation						
Building Inspection						
Construction permitting						
General information request						
Public Education (Schools)						
Public Education (MERRAG)						
Board Meetings						
Community Events						
Other						

3. How would you rate the value (benefits) of current District-provided services? (Check one)

1	2	3	4	5
Far Exceeds Expectations	Above Expectations	Meets Expectations	Below Expectations	Unacceptable

4. How important to you are efforts to reduce the impacts from wildland fire, such as vegetation reduction and homeowner property surveys? (Check one)

1	2	3	4	5
Extremely Critical	Very Important	Important	Slightly Important	Unimportant

5. Have you experienced any difficulty obtaining homeowner’s insurance?

Yes ____ No ____

If yes, what was the reason given? (please check all that apply):

- Distance from a fire hydrant
- Distance from a fire station
- Proximity to wildland fire exposure
- Property located in a hazard zone identification map
- All properties in Zip Code 93108 identified by agent as a “no new policies” area.
- No specific reason given

If yes, do you currently have homeowner’s insurance?

Yes ____ No ____

If yes, have you been denied coverage and forced to change carriers within the last 24 months?

Yes ____ No ____

6. How important are emergency response times to you?

- Extremely Critical – I desire the fastest and most effective emergency response times possible.
- Very Important – I believe response times should be a high priority relative to other services provided.
- Important – I believe response times should be balanced with the Fire Department’s ability to provide other services such as community-wide risk reduction programs.
- Slightly important – I believe response times are not as important as the Fire Department’s ability to provide self-help programs such as mitigation, prevention, and risk-reduction education.
- Unimportant – I am satisfied with whatever response times the Fire Department can provide.

7. If the District could provide different levels of response times to different types of emergencies, please rate your expectations for the following types of emergencies with #1 being the highest priority emergency and #4 being the lowest priority emergency.

- _____ Residential / building fire
- _____ Wildland fire
- _____ Medical emergency
- _____ Other emergencies such as hazardous materials incidents, trail rescues, and vehicle accidents

8. Which of the following statements describes your expectation for broad outcomes when building fires occur within our community? (Choose one)

- The Fire District should confine the fire to the room(s) where the fire started. The Fire District should have sufficient resources available to prevent the fire from spreading beyond its specific area of origin.
- The Fire District should confine the fire to the building where the fire started. The Fire District should have sufficient resources available to keep the fire from spreading to adjoining buildings.
- The Fire District should confine the fire to the parcel where the fire started. The Fire District should have sufficient resources available to keep the fire from spreading into adjacent parcels or wildland vegetation.

9. To your knowledge, can District fire apparatus readily access your residence without any impediments listed below?

Yes _____ No _____

If no, please check all that apply:

- Narrow access roads
- Narrow driveway
- Overhanging vegetation
- Encroaching vegetation
- Speed bumps
- Electric gate
- Windy
- Steep road
- Bridge

10. How important to you is easy access of emergency vehicles to your property? (Check one)

1	2	3	4	5
Extremely Critical	Very Important	Important	Moderately Important	Unimportant

11. Are you familiar with the District’s Emergency Notification Systems listed below?

Yes _____ No _____

If yes, please check all that you are familiar with:

- Reverse 911
- Nixle
- AM 1610
- HEARO Home Alert Radio
- Facebook
- Twitter

If yes, have you (please check all that apply):

- Added contact information for Reverse 911
- Subscribed to NIXLE
- Programmed your car radio to AM 1610
- Purchased a HEARO Home Alert Radio
- Liked the District on Facebook
- Subscribed to District’s Twitter feed

12. Are you aware that there have been at least three significant wildland fire events within or adjacent our community since 2007?

Yes ____ No ____

13. Have you lived here during a firestorm event?

Yes ____ No ____

14. Were you ordered to evacuate from your home during the Tea Fire (11/13/2008), Jesusita Fire (05/05/2009) or the Cold Fire (11/06/2012)?

Yes ____ No ____

If yes, check all that apply:

- I received Reverse 911 notifications
- I received NIXLE notifications
- I received a HEARO Home Alert Notification
- I did not receive any official notification, but heard from another source
- Evacuation Routes were identified
- Evacuation Routes were blocked

15. How important to you are pre-established emergency evacuation plans? (Check one)

1	2	3	4	5
Extremely Critical	Very Important	Important	Slightly Important	Unimportant

16. If the District were to update its priorities to guide the delivery of services, please rank the following in priority order, with #1 being the highest and #5 being the lowest.

- Increase general emergency preparedness and education
- Enhance wildfire mitigation efforts
- Improve emergency response times
- Provide paramedic services from all stations
- Stronger enforcement of hazard abatement and access codes

Thank you for your participation. If you would like to make a general comment, please type into the field below, which is limited to 1,500 characters:

For further information, please contact the District at: (805) 969-2537 or via email at: survey@montecitofire.com

Agenda

Item #7



May 21, 2014

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

Re: Helicopter fire suppression standby for your district

Chip:

Thank you for your interest in the possibility of Aspen Helicopters, Inc, supplying a Medium Type II helicopter or a Light Type III helicopter, to insure an immediate aerial response to any Wildland fire that might occur in your District.

As you are aware, these aircraft, along with their trained, certified and experienced firefighting crews represent a sizeable investment on our part. Employee wages, benefits and often many hours of overtime under California's Labor Laws result in a high operating costs in order to commit an aircraft for only "standby service".

Further, if we commit an aircraft to your District, we have to remove its availability from our SOUTHOPS Fire Dispatch Center. That means we can no longer respond to dispatch calls from Federal or State Centers.

With this in mind, we can provide an aircraft to you on the basis of our current Federal Contract, which includes a Daily Availability rate and a flight hourly rate, as follows:

Type II Federal Call When Needed contract # AB-024B-B-12-5008 dated October 01, 2011
(Medium helicopter contract)

Aircraft Bell 212 availability per day \$4950. (Section B, B1 Schedule of Items)
Flight hour rate - \$2067.75 per hour. (See Modification #10 dated May 16, 2014)

2899 West 5th Street, Oxnard, CA 93030-6503
(805) 985-5416 FAX (805) 985-7327
cmclaughlin@aspenhelo.com

Extended Availability after the first 9 hours - \$45 per personal. (Section B, Schedule of items paragraph B-9) Service Vehicle Mileage – (see Section C, paragraph C-38 Vehicle Mileage Schedule) range from \$3.72/mile to \$201/mile depending on available vehicle.

Type III Federal Call When Needed contract # AB-24B-B-11-5576 dated September 1, 2011. (Light helicopter contract)

Aircraft Bell 206L3 availability per day \$3950. (Section B, B1 Schedule of items)

Aircraft Bell 407 availability per day \$4775. (See Modification # 10)

Flight hour rate – Bell 206 - \$1077.36; Bell 407 \$1203.54 (see Modification # 14)

Extended Availability at \$45/hr and Service Vehicle mileage is the same on both contracts. (See Section C, paragraph C-38).

As we keep at least 2 helicopters ready for Dispatch at all times (1 Medium and 1 Light) we can usually respond very quickly to your request. However, as mentioned, once accepting your Dispatch, we can no longer respond to SOUTHOPS and therefore require at least one full Day's Availability Rate, regardless of the time of call. We also can pre-stage at your designated location at no flight time charge for the mob/demob. We would only charge the flight hourly rate for actual District Missions.

Please let me know if you have any further questions, and we look forward to this opportunity.

Sincerely,

Charles W. McLaughlin
President

2899 West 5th Street, Oxnard, CA 93030-6503
(805) 985-5416 FAX (805) 985-7327
cmclaughlin@aspenhelo.com

Agenda

Item #8

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

Held at Fire District Headquarters, 595 San Ysidro Road, April 28, 2014 at 2:00 p.m.

The meeting was called to order by Director Venable at 2:08 p.m.

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

- 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.)**

There was no public comment.

- 2. Presentation by Capital Public Finance Group on their Financial Analysis related to Budgeting and Long-Term Liabilities.**

Cathy Dominico and Jeff Small of Capital Public Finance Group, LLC presented their Financial Analysis related to Budgeting and Long-Term Liabilities. (Powerpoint and report available.)

The Board took a recess at 2:58 pm and returned at 3:12 p.m.

Public comment:

Sylvia Easton commended the Fire District for the long term past planning of the previous administrations that helped to achieve the financially solid position that is referenced in the report.

Sally Jordan stated that the report validates the trust the community has placed in its Fire District, including the leadership, professionalism and fiscal responsibility demonstrated throughout the years.

On a motion made by Director Powell, seconded by Keller the Board unanimously accepted the report as presented.

The Board took a recess at 4:15 p.m. and returned at 4:21 p.m.

- 3. Review current status of Upper Hyde Road (UHR) Community Facilities District:**
 - a. Report from Director Powell regarding meetings with UHR residents.**

Director Powell reported that the UHR residents have met several times, and agreed to, and funded the permitting documents for the approved road plan. They are in active negotiations to fund the project privately.

Public comment:

Dick Nordlund stated that he has several investors available to purchase the Mello Roos bonds if they move forward in that direction.

Staff and District Counsel explained past expenditures and potential reimbursable costs.

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

The Board requested that Director Powell provide Mr. Nordlund's contact information to the UHR residents regarding potential future funding.

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

Director Venable reviewed the Finance Committee's last meeting including: review of warrants and claims, overtime, and the preliminary budget.

a. Consider recommendation to approve District's warrants and claims.

After an explanation of payments made to Account Temps, the Board unanimously approved the Districts warrants and claims on a motion by Director Keller, seconded by Director Powell.

5. Report from the Community Outreach Committee (copy of Agenda for Finance Committee Meeting attached).

a. Consider recommendation to utilize NIXLE when requested by other agencies to notify the community of service related interruptions at the Fire Chief's discretion.

A motion was made by Director Sinsler and seconded by Director Keller to accept the recommendation to utilize NIXLE when requested by other agencies to notify the community of service related interruptions at the Fire Chief's discretion.

Public Comment:

Warner Owens stated that it should be a policy of the Board that the Fire Chief be authorized to use any of the notification systems at his discretion.

Director Sinsler motioned for an amendment to reference all methods of communications currently used, including NIXLE. The motion was seconded by Director Keller. After discussion about the use of the District's communication tools, the motion failed by the following vote: Director Jensen and Director Sinsler voting Aye; Director Powell, Director Venable, and Director Keller voting No.

Director Keller made a new motion to authorize the Fire Chief or his designee to utilize NIXLE at his direction when requested by other agencies to notify the community of service related interruptions. The motion was seconded by Director Powell, and passed by the following vote: Director Jensen, Director Powell, Director Venable, and Director Keller; Director Sinser voting No.

b. Consider recommendation regarding Directors use of District letterhead, limiting use to the Board Chair for District business or by a Committee Chair for specific Committee business.

Director Keller made a motion to accept the Community Outreach Committee's recommendation to limit Directors use of District Letterhead to the Board President for Fire District business and to Committee Chairs for specific Committee business. The motion was seconded by Director Venable.

Director Keller amended the motion to limit Directors use of District Letterhead be limited to the Board President for authorized Fire District business or by Committee Chairs for authorized specific Committee business. The motion was seconded by Director Sinser.

The Board discussed the use of letterhead by other governing bodies.

The amended motion passed by the following vote: Director Jensen, Director Sinser, Director Keller, and Director Jensen; Director Powell and Director Venable voting No.

6. Approval of Minutes of March 17, 2014 Special Meeting.

The Minutes of the March 17, 2014 Special Meeting were unanimously approved on a motion made by Director Sinser, and seconded by Director Keller.

7. Approval of Minutes of March 20, 2014 Special Meeting.

The Minutes of the March 20, 2014 Special Meeting were unanimously approved on a motion made by Director Sinser, and seconded by Director Powell.

8. Approval of Minutes of March 24, 2014 Regular Meeting.

The Minutes of the March 17, 2014 Special Meeting were approved on a motion made by Director Keller, and seconded by Director Jensen. Director Sinser, Director Venable, Director Jensen voted Aye; Director Powell abstained.

9. Fire Chief's report.

Chief Hickman reported on Fire Season Media Day on 5/8 at 11:00 am; increased staffing for wind events; retirement of Chief Pfister; A. Gil becoming full time employee on April 1; new firefighter paramedic Brandon Bennewate beginning on April 1.

The Board took no action.

10. Board of Director's report.

Director Powell reported on attending the FDAC annual conference in Napa; Director Keller reported that she met with the attorney representing the Water District in their lawsuit against Price Postel and Parma; Director Sinsler attended last Water District Board meeting; and Director Venable reported that he attended the Beautification Day Committee who will be honoring Darlene Bierig at this year's event.

11. Suggestions from Directors for items other than regular agenda items to be included for the May 27, 2014 Regular Board meeting. (Note that this is on a TUESDAY due to Memorial Day Holiday.)

- Chief Pfister's retirement
- Temporary promotions
- Additional Wildland Fire Prevention funding (for Strategic Planning Committee)

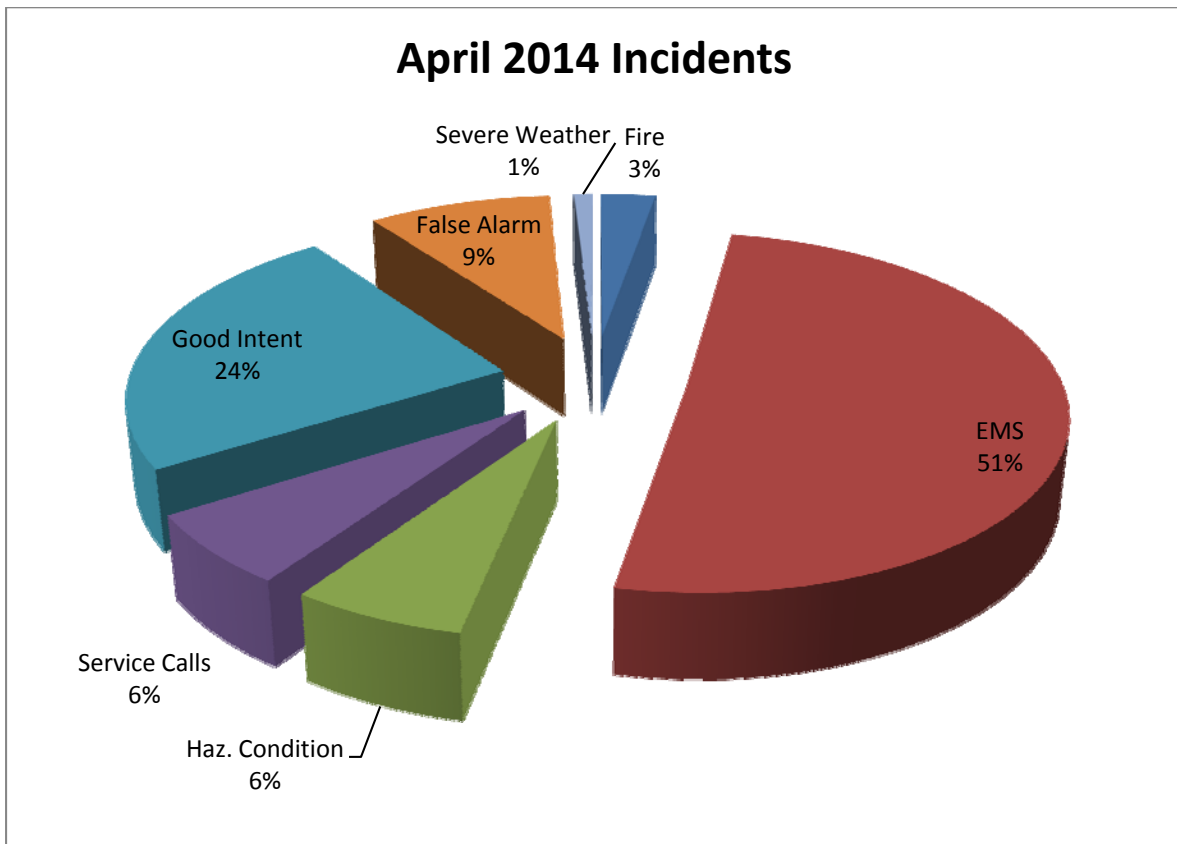
The meeting was adjourned at 5:50 p.m.

Agenda

Item #9

**APRIL 2014
CALLS BY INCIDENT TYPE
TOTAL INCIDENTS: 109**

FIRE: 3	EMS: 55
HAZ. CONDITION: 7	PUBLIC SERVICE**: 7
GOOD INTENT*: 26	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.

Agenda

Item #12

received
 9/21 4/28/14

PO Box 40108
 Santa Barbara, CA 93140
 April 24, 2014

Montecito Fire Protection District
 595 San Ysidro Road
 Santa Barbara, CA 93108

Dear Fire Chief Hickman and Members of the
 Board of Directors:

I look forward to fuller discussions
 of the issues I have presented in the
 attached Government Tort Claim. I am
 looking to some type of mediation, such
 as alternative & alternate dispute resolution,
 as needed, as a process or structure
 for our discussions.

I also look forward to continuing
 the substantial and positive movements
 toward an affordable road improvement
 project for all owners that we have
 made and are making under Chief
 Hickman's direction and the direction
 of the new five-member Board.

Sincerely,

Jeanne Noel

Received
 950 4/28/14

GOVERNMENT TORT CLAIM
 (Gov't Code §910)

Mailed on April 24, 2014, to Attention: Geri Ventura, Montecito Fire Protection District,
 595 San Ysidro Road, Santa Barbara, CA 93108

1. NAME OF CLAIMANT

The Ivana Noell Family Trust, dated June 2, 1998 (Ivana Noell, Trustee)
 and Ivana Noell, Individually

2. CONTACT INFORMATION FOR CLAIMANT

Postal Address: PO Box 40108, Santa Barbara, CA 93140
 Telephone: 805-450-1631 (cell) and 661-245-3731 x77232 (work)
 Email: dumosa3@yahoo.com

3. CIRCUMSTANCES GIVING RISE TO THE CLAIM

Claimants are survivors of the Santa Barbara Tea Fire, November 13, 2014.

Following the Tea Fire, Chief Wallace, chief of the Montecito Fire Protection District (MFPD or District) at the time of the Tea Fire, issued a memo on December 8, 2008, requiring compliance with the 2007 California Fire Code for owners wanting to rebuild. Chief Wallace halted re-construction that had been started by 2009 of three homes on Upper Hyde Road that were destroyed in the Tea Fire because the private access road, Upper Hyde Road, did not comply with the MFPD requirements based on the 2007 code. Three owners appealed to the Board because their circumstances required that they go home; at least one owner on the road could not afford both rent and the mortgage and was at risk of losing the property. Although there were many steps and much detail that I am not including, such as the appeals by the three owners and meetings with all 13 Upper Hyde Road Owners (14 parcels) and regular attendance by owners at MPRD Board Meeting, the position of MPRD was that all owners needed to agree that they would improve the road in order to rebuild. MPRD's position resulted in a collective agreement

Received
4/22/14

between the Upper Hyde Road Owners and the Montecito Fire District. The initial pressure, at least on myself, was to make it possible for the three owners who had started rebuilding to complete their homes. At the time of signing the agreement (early 2010), Upper Hyde Road Owners did not know the costs for the road improvements (estimated costs became available at the end of April 2011). Included in the collective agreement under "District Responsibilities" were 'assistance by MPRD in the formation of a Mello Roos District' and eminent domain proceedings against the property at the intersection of Upper Hyde Road and Mountain Drive (this property at 202 E. Mountain Drive is not part of the Upper Hyde Road Owners group), which was settled at MPRD's expense for an easement across that segment of the road. The collective agreement and the Mello Roos tax district and tax lien on my property have created ongoing difficulties, including financial difficulties, for me ever since they have been in place – the last three to four years.

Less than 6 months ago, at the October 28, 2013, Board meeting it was publicly disclosed for the first time that the District's requiring the road improvements as a condition of the Tea Survivors' rebuild is not consistent with the law. I, as a Claimant, learned of this on the following day, October 29, 2013, that the law grants owners losing homes in a disaster the right to rebuild like-for-like without meeting the current code requirements. As applied to myself and other Upper Hyde Road Owners, we did not need to agree to conform Upper Hyde Road to the District's private access roads requirements at the time of the Tea Fire in order to return to our properties and to rebuild. Thus, Claimants first learned that they had been led to enter into the agreement with the District and their fellow road owners, as well as enter into the Mello Roos, on Chief Wallace and

Received
 4/1/2014
 GSV
 8

his counsel's misrepresentations that the District could lawfully require the upper Hyde Road owners to rebuild the road as a condition of their right to rebuild and recover.

4. INJURY AND DAMAGE

Since imposition of the Mello Roos, as a Claimant, my ability to fund my rebuild has been threatened because of the Mello Roos tax lien on their property.

Since imposition of the District and upper Hyde Road Agreement, Claimants have had to pay out of pocket expenses for engineers and others to develop plans to improve the road.

Since Chief Wallace's requirement that Claimants improve the road as a condition of their rebuild, Claimants have had to both pay the mortgage on the property and pay for another place to live. They were not always successful at doing this on their own and have managed only with the generous assistance of friends and other advocates for their recovery.

For six years, Claimants have suffered great anxiety that they will not be able to rebuild and might lose their property of nearly fifty years.

For at least four years Claimants have suffered the anxiety and distress that neighbors were pitted against neighbors because the District continued and continues to this day to require the upper Hyde Road owners unanimously or at least by majority to agree on how they will finance the road improvements that should never have been required in the first place because the law permits fire survivors not to meet current codes.

5. DISTRICT EMPLOYEES INVOLVED

Former Fire Chief Wallace.

Received
4/20/14

6. AMOUNT CLAIMED

In excess off \$10,000. Not a "limited civil case."

Signed: Isana Noell

Property address: 286 E. Mountain Dr.
Santa Barbara, CA 93108

Date: April 24, 2014

