

MONTECITO FIRE PROTECTION DISTRICT

Minutes for the Regular Meeting of the Board of Directors

April 26, 2021 at 2:00 p.m.

Held via teleconference connection as permitted under the Governor's Executive Order N-29-20, dated March 17, 2020 due to concerns of COVID-19 ("Executive Order").

Director Lee called the meeting to order at 2:00 p.m.

Present: Director Lee, Director Easton, Director Ishkanian, Director van Duinwyk, Director Powell. Chief Taylor and District Counsel Mark 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 allotted for this discussion.)**

There were no public comments at this meeting.

- 2. Introduction of new hire: Public Information Officer, Christina Favuzzi.**

Chief Taylor introduced new Public Information Officer, Christina Favuzzi.

- 3. That the Board of Directors approve a Pension Obligation Bond financing option or modify or reject the presented options. (Strategic Plan Goal 9)**

- a. Staff report presented by Fire Chief Taylor and District Accountant Nahas.**

Chief Taylor and District Accountant Nahas provided a staff report regarding Pension Obligation Bond financing. Jeff Small, Capitol PFG Managing Partner, presented Pension Obligation Bond financing options. Motion to approve Pension Obligation Bond financing Option 1b, committing 7.7 million in reserves made by Director Powell, seconded by Director Ishkanian. The Roll Call Vote was as follows:

Ayes: J. Ishkanian, P. van Duinwyk, J. A. Powell, S. Easton, M. Lee

Nays: None

Abstain: None

Absent: None

- 4. That the Board of Directors adopt a Debt Policy to comply with debt issuance requirements set forth in Senate Bill 1029. (Strategic Plan Goal 9)**

- a. Staff report presented by Fire Chief Taylor and District Accountant Nahas.**

Chief Taylor and District Accountant Nahas provided a staff report regarding the proposed Debt Policy to comply with debt issuance requirements set forth in Senate Bill 1029. Motion to adopt the Debt Policy made by Director van Duinwyk, seconded by Director Powell. The Roll Call Vote was as follows:

Ayes: S. Easton, J. Ishkanian, J. A. Powell, P. van Duinwyk, M. Lee
Nays: None
Abstain: None
Absent: None

5. That the Board of Directors approve and authorize the Fire Chief to execute an agreement for professional services with Capitol Public Finance Group, LLC, to provide Municipal Security Issuance Services for a Pension Obligation Bond. (Strategic Plan Goal 9)

a. Staff report presented by Fire Chief Taylor and District Accountant Nahas.

Chief Taylor and District Accountant Nahas provided a staff report regarding an agreement for professional services with Capitol Public Finance Group, LLC, to provide Municipal Security Issuance Services for a Pension Obligation Bond. Motion to approve and authorize the Fire Chief to execute an agreement for professional services with Capitol Public Finance Group, LLC made by Director Lee, seconded by Director Powell. The Roll Call Vote was as follows:

Ayes: S. Easton, J. Ishkanian, J. A. Powell, P. van Duinwyk, M. Lee
Nays: None
Abstain: None
Absent: None

6. That the Board of Directors authorize the Fire Chief to enter into a contract with Fehr & Peers the lowest, responsive bidder, at an amount not to exceed \$86,170 to complete the Community Emergency Evacuation Analysis. (Strategic Plan Goals 1, 2, 3, 4 and 5)

a. Staff report presented by Fire Marshal Briner.

Fire Marshal Briner provided a staff report regarding the Community Emergency Evacuation Analysis. Motion to authorize the Fire Chief to enter into contract with Fehr & Peers, in an amount not to exceed \$86,170 to complete the Community Emergency Evacuation Analysis made by Director Easton, seconded by Director Lee. The Roll Call vote was as follows:

Ayes: J. Ishkanian, J. A. Powell, P. van Duinwyk, S. Easton, M. Lee
Nays: None
Abstain: None

Absent: None

- 7. That the Board of Directors authorize Board President Lee to execute the Joint Representation – Consent instrument acknowledging that the Board has been advised of Rule 1.7 of the Rules of Professional Conflict of the State Bar of California and that Mr. Manion has a present and continuing attorney-client relationship with Montecito Fire Protection District and Carpinteria-Summerland Fire Protection District. (Strategic Plan Goal 4)**

- a. Staff report presented by Fire Chief Taylor.**

Chief Taylor provided a staff report regarding the Joint Representation-Consent instrument acknowledging that the Board has been advised of Rule 1.7, that Mr. Manion has a present and continuing attorney-client relationship with both Districts, and that the Board endorses Mr. Manion representing them in the Joint Fire Station project. Motion to authorize Board President Lee to execute the Joint Representation-Consent instrument made by Director Ishkanian, seconded by Director van Duinwyk. The Roll Call Vote was as follows:

Ayes: J. Ishkanian, J. A. Powell, P. van Duinwyk, S. Easton, M. Lee

Nays: None

Abstain: None

Absent: None

- 8. That the Board of Directors approve Resolution 2021-02, acknowledging receipt of a report made by the Fire Chief of the Montecito Fire Protection District regarding the inspection of certain occupancies required to receive annual inspections pursuant to sections 13146.2 and 13146.3 of the California Health and Safety Code. (Strategic Plan Goal 2)**

- a. Staff report presented by Fire Marshal Briner.**

Fire Marshal Briner provided a staff report regarding Resolution 2021-02, acknowledging receipt of a report made by the Fire Chief of Montecito Fire Protection District regarding the inspection of certain occupancies required to receive annual inspections pursuant to sections 13146.2 and 13146.3 of the California Health and Safety Code. Motion to approve Resolution 2021-02, acknowledging receipt of a report made by the Chief of the Montecito Fire Protection District regarding the inspection of certain occupancies required to receive annual inspections made by Director Powell, seconded by van Duinwyk. The Roll Call vote was as follows:

Ayes: J. Ishkanian, S. Easton, J. A. Powell, P. van Duinwyk, M. Lee

Nays: None

Abstain: None
Absent: None

9. Consider approval of Resolution 2021-03, Authorizing Overtime Pay and Portal to Portal Pay for employees. (Strategic Plan Goal 7)

a. Staff report presented by Division Chief – Operations Neels.

Division Chief Neels provided a staff report regarding overtime pay and portal to portal pay for employees. Motion to approve Resolution 2021-03, authorizing overtime pay and portal to portal pay for employees made by Director Easton, seconded by Director Ishkanian. The Roll Call Vote was as follows:

Ayes: J. A. Powell, J. Ishkanian, S. Easton, P. van Duinwyk, M. Lee
Nays: None
Abstain: None
Absent: None

10. Approval of Minutes of the March 16, 2021 Special Joint Meeting.

Motion to approve the minutes of the March 16, 2021 Special Joint meeting made by Director van Duinwyk, seconded by Director Easton. The Roll Call vote was as follows:

Ayes: J. Ishkanian, J. A. Powell, P. van Duinwyk, S. Easton, M. Lee
Nays: None
Abstain: None
Absent: None

11. Approval of Minutes of the March 22, 2021 Regular Meeting.

Motion to approve the minutes of the March 22, 2021 Regular meeting made by Director Lee, seconded by Director Powell. The Roll Call vote was as follows:

Ayes: J. Ishkanian, J. A. Powell, P. van Duinwyk, S. Easton, M. Lee
Nays: None
Abstain: None
Absent: None

12. Fire Chief's report.

Division Chief Neels highlighted significant calls for the month of March. He also provided an update regarding the fire academy. Division Chief Neels stated the Station 1 Flooring project has been completed. He provided an update regarding the Solar project. He also stated the Roofing project at 1259 East Valley Road has been completed. He noted that

Hire Fire Season will be declared on May 3, 2021. Chief Taylor stated that in anticipation of the early start to High Fire Season, the Prevention Bureau is active with pre-fire season activities to include neighborhood chipping, roadway clearance, tag and trim and the Annual Weed Abatement project beginning June 1. The Chief mentioned the Annual Report that was published on April 15. He noted the Strategic Planning process will begin on October 18. Chief Taylor stated that Santa Barbara County is currently in the orange tier, which means the boardroom can be occupied at 50 percent. The Chief provided 3 alternatives to the Board for the May meeting: 1. Meet in the boardroom, six feet separate and required to wear masks, 2. Meet in the apparatus bay, six feet separate and required to wear masks (which would accommodate a greater number of people should the public attend), 3. Meet in the back parking lot, six feet separate without masks. Chief Taylor stated the organization remains in phase 2 of the Continuity of Operations Plan but are looking towards the reconstitution and termination of the Continuity of Operations Plan in early or late fall.

13. Board of Director's report.

There were no items to report at this meeting.

14. Suggestions from Directors for items other than regular agenda items to be included for the May 24, 2021 Regular Board meeting.

There were no additional suggestions from the Directors.

Meeting Adjourned at 3:55 p.m.

President Michael Lee

Secretary Judith Ishkanian