

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

November 18, 2013 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. Fire Chief's report.
3. Board of Director's report.
4. Approval of District warrants and claims.
5. 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.
6. Report from the Personnel Committee (copy of Agenda for Personnel Committee Meeting attached).
 - a. Staff Report regarding Accountant Job Description and Salary proposal.
 - b. Consider recommendation to change job description for District Accountant as submitted and reduce salary range as proposed.
7. Report from the Finance Committee (copy of Agenda for Finance Committee Meeting attached).
 - a. Consider recommendation to contract Capital Public Finance Group, LLC to provide Financial Analysis Related to Budgeting and Long Term Liabilities.
8. Report from the Community Outreach Committee (copy of Agenda for Community Outreach Committee Meeting attached).

- a. Consider recommendation to contract Ameravant to redevelop and redesign the District's Website.
9. Report from the Strategic Planning Committee (copy of Agenda for Strategic Planning Committee Meeting attached).
10. Review of Ordinance No. 2013-1 of the Montecito Fire Protection District adopting the 2013 California Fire Code, amending provisions of the 2013 California Residential Code, amending provisions of the 2013 California Building Code. (Public hearing is scheduled for December 16, 2013 for the second reading and adoption of the ordinance.)
11. Approval of Resolution 2013-17 fixing the employer's contribution under the public employees' medical and hospital care act.
12. Approval of Resolution 2013-18 regarding rules and regulations for the purchase of supplies and equipment, special services and contractors for public improvement projects.
13. Approval of Minutes of October 28, 2013 Adjourned Regular Meeting.
14. Discuss process of election / appointment of District Board Officers.
15. Suggestions from Directors for items other than regular agenda items to be included for the December Regular Board meeting.
16. Designation of District's Real Property Negotiators
17. Closed Session: Conference with Real Property Negotiators (Government Code section 54956.8) Property: portions of APN 155-070-008, 2500 East Valley Road, Montecito, California.
 - a. Agency Negotiators: To be designated (Agenda Item No. 16)
 - b. Negotiating Party: Rancho San Carlos/The Petan Company
 - c. Under Negotiation: Price and terms of payment.

Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is November 14, 2013.

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 #2

Montecito Fire Protection District

Incident Type Report (Summary)

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident Type | Count | Pct of Incidents | Total Est Loss | Pct of Losses |
|--|--------------|-------------------------|-----------------------|----------------------|
| 1 Fire | | | | |
| 113 Cooking fire, confined to container | 1 | 0.87% | \$0 | 0.00% |
| 121 Fire in mobile home used as fixed residence | 1 | 0.87% | \$0 | 0.00% |
| 160 Special outside fire, Other | 1 | 0.87% | \$0 | 0.00% |
| | 3 | 2.61% | \$0 | 0.00% |
| 3 Rescue & Emergency Medical Service Incident | | | | |
| 3001 Trail Rescue - Medical Emergency | 1 | 0.87% | \$0 | 0.00% |
| 311 Medical assist, assist EMS crew | 1 | 0.87% | \$0 | 0.00% |
| 321 EMS call, excluding vehicle accident with | 52 | 45.22% | \$0 | 0.00% |
| 322 Motor vehicle accident with injuries | 1 | 0.87% | \$0 | 0.00% |
| 324 Motor Vehicle Accident with no injuries | 1 | 0.87% | \$0 | 0.00% |
| | 56 | 48.70% | \$0 | 0.00% |
| 4 Hazardous Condition (No Fire) | | | | |
| 4001 Tree Down | 1 | 0.87% | \$0 | 0.00% |
| 410 Combustible/flammable gas/liquid condition, | 1 | 0.87% | \$0 | 0.00% |
| 412 Gas leak (natural gas or LPG) | 2 | 1.74% | \$0 | 0.00% |
| 424 Carbon monoxide incident | 1 | 0.87% | \$0 | 0.00% |
| 441 Heat from short circuit (wiring), | 1 | 0.87% | \$0 | 0.00% |
| | 6 | 5.22% | \$0 | 0.00% |
| 5 Service Call | | | | |
| 522 Water or steam leak | 2 | 1.74% | \$0 | 0.00% |
| 550 Public service assistance, Other | 1 | 0.87% | \$0 | 0.00% |
| 554 Assist invalid | 3 | 2.61% | \$0 | 0.00% |
| 5551 Defective gate | 1 | 0.87% | \$0 | 0.00% |
| 571 Cover assignment, standby, moveup | 3 | 2.61% | \$0 | 0.00% |
| | 10 | 8.70% | \$0 | 0.00% |
| 6 Good Intent Call | | | | |
| 611 Dispatched & cancelled en route | 1 | 0.87% | \$0 | 0.00% |
| 6111 Automatic/Mutual Aid Dispatched, cancelled | 6 | 5.22% | \$0 | 0.00% |
| 6113 Alarm System Malfunction; cancelled en | 1 | 0.87% | \$0 | 0.00% |
| 6114 Unintentional Alarm; cancelled en route | 9 | 7.83% | \$0 | 0.00% |
| 6116 Traffic Accident; cancelled en route | 2 | 1.74% | \$0 | 0.00% |
| 6117 Public Service Dispatched & cancelled en | 1 | 0.87% | \$0 | 0.00% |
| 6118 Medical call, Dispatched and cancelled | 1 | 0.87% | \$0 | 0.00% |
| 651 Smoke scare, odor of smoke | 5 | 4.35% | \$0 | 0.00% |

Montecito Fire Protection District

Incident Type Report (Summary)

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident Type | Count | Pct of Incidents | Total Est Loss | Pct of Losses |
|--|-----------|------------------|----------------|---------------|
| 6 Good Intent Call | 26 | 22.61% | \$0 | 0.00% |
| 7 False Alarm & False Call | | | | |
| 710 Malicious, mischievous false call, Other | 1 | 0.87% | \$0 | 0.00% |
| 730 System malfunction, Other | 1 | 0.87% | \$0 | 0.00% |
| 733 Smoke detector activation due to | 1 | 0.87% | \$0 | 0.00% |
| 735 Alarm system sounded due to malfunction | 4 | 3.48% | \$0 | 0.00% |
| 736 CO detector activation due to malfunction | 1 | 0.87% | \$0 | 0.00% |
| 740 Unintentional transmission of alarm, Other | 1 | 0.87% | \$0 | 0.00% |
| 744 Detector activation, no fire - | 2 | 1.74% | \$0 | 0.00% |
| 745 Alarm system activation, no fire - | 3 | 2.61% | \$0 | 0.00% |
| | 14 | 12.17% | \$0 | 0.00% |

Total Incident Count: 115

Total Est Loss:

\$0

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|----------|------|-------|
|----------|------|-------|

Tree Down

13-0002493 10/01/2013 05:27:13 E Valley Rd / Ortega Ridge

E91 responded on a tree down with CHP at scene. On arrival engine 91 found an approximately 12 inch DBH tree had fallen blocking the eastbound lane of Ortega Ridge. Engine 91 personnel cleared the hazard, swept the roadway, and returned to service.

Motor vehicle accident with injuries

13-0002494 10/01/2013 08:45:02 Hwy 101 / Olive Mill Rd Sb

B915, E91, SQ91, Carp ME62 responded to a vehicle accident 101 SB, south of San Ysidro Rd. 1 vehicle involved sitting in the center divider and number #1 lane with 2 occupants. AMR was on scene prior to our arrival, E91 parked at an angle just prior to the ambulance blocking the center divider and #1 lane for rescue personnel protection. The driver of the late model grey Toyota Camry complained of air bag deployment related injuries was assisted to the ambulance with AMR personnel. Off duty Paramedic Fuggles was on scene stating the passenger was complaining of back pain and a pry bar will be needed to force the door open. After attempting to open the door with pry tools, E91 and SQ91 forced the door with the Hurst spreaders and removed the door with the cutters for better access. Passenger was loaded on to a gurney and ambulance for transport to cottage hospital. After the tow removed the damaged vehicle E91 crew swept the remaining glass from the road way and returned to quarters.

Carp ME62 was canceled after arriving on scene. Crews present were adequate for the incident.

Zack Hansen (805.403.7699) was a witness to the accident traveling southbound in the #1 lane behind the Camry prior and during the accident.

Cooking fire, confined to container

13-0002496 10/01/2013 11:26:33 159 Miramar Av

Battalion 915, E91, E93, Squad 91 responded to a report of smoke coming from a structure at 159 Miramar Ave. BC915 was first on scene, met Reporting Party (next door neighbor) at the driveway, neighbor stated that she entered the structure and found food burning on the stove.

Light smoke was visible from the exterior, incoming units were advised E91 and Squad continued into the scene E93 assigned to provide district coverage. BC915 entered the structure to investigate found burnt food on the stove, burnt food was removed and placed outside the structure. E91 crew ventilated the structure utilizing electric blower off Squad 91, Squad 91 was placed available on scene. The resident returned home shortly after fire district's arrival. Resident stated that she had left home and forgot she had left food cooking on the stove. Smoke was ventilated from the structure and resident was allowed to re-enter her home. All units returned to quarters without further incident.

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Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|-----------------|-------------|--------------|
|-----------------|-------------|--------------|

EMS call, excluding vehicle accident with injury

13-0002499 10/01/2013 12:31:53 300 Hot Springs RD /APT

E91, SQ91 responded to Casa Dorinda for a person with general weakness. E91 assisted SQ91 with patient assessment and loading into the ambulance. Patient was taken to Cottage Hospital for further examination.

EMS call, excluding vehicle accident with injury

13-0002500 10/01/2013 14:31:46 64 RIDGEVIEW LN

E92, SQ91 responded for a medical emergency. MTO personnel assessed and initiated BLS treatment of the patient. Care was transferred to AMR for transport to SBCH E/R. See EPCR for detailed pt information.

Carbon monoxide incident

13-0002503 10/01/2013 16:26:02 1172 Hill RD

E92 responded Code 2 for a Carbon Monoxide alarm sounding. On arrival, E92 met with Ed Blizzard, the building occupant, who stated the home's CO detectors had been sounding intermittently throughout the day, starting at 05:30 am. Firefighter Walkup conducted a sweep of all rooms and gas appliances with the Eagle Monitor; finding 0 ppm of CO throughout.

The detectors were hard wired with 9v battery backup, Kiddee Model# KNCOSM-IB combination smoke and CO detectors. They were linked to sound at once, but were a separate system from the ADT installed system. No control panel existed to pinpoint which detector had alerted. The occupant's wife stated the first units to alert were located in the bedroom hallway and in the 2nd story stairwell. Mr. Blizzard stated that the home had been recently renovated and the builder had come earlier that day to change all of the batteries in the system. The CO alarm sounded again after his departure.

E92 removed the two detectors suspected by Mrs Blizzard to be malfunctioning; leaving the remaining units in place. Gas Company rep, Aaron Miller arrived on scene and performed a separate sweep of the home and appliances also without detecting the presence of CO. Mr Blizzard stated he would have the builder who had installed the system return in the morning to investigate and possibly replace the detectors. Mr. and Mrs Blizzard were told of the signs and symptoms of CO poisoning and advised to contact 911 should the alarm sound again.

Detector activation, no fire - unintentional

13-0002509 10/02/2013 02:24:24 631 Parra Grande LN

E91 responded to a fire alarm at 631 Para Grande. When E91 arrived on scene we were greeted by the resident. He stated that they had reset the alarm by entering the code and the alarm shut off. I asked him if he had walked through the entire structure and he replied "pretty much" I asked him if he would like us to assist him and walk through the

Montecito Fire District

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Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|----------|------|-------|
|----------|------|-------|

structure. He said it wouldn't be necessary. E91 went available and we returned to quarters,

On the district and cad map it shows a loop to this house including 4 other residences and Knox locks at both entries. We took the lower portion driving upward and found it impassable. We had to drive back to the top entry gate extending our response time.

Unintentional Alarm; cancelled en route

13-0002510 10/02/2013 07:42:04 1643 San Leandro LN

E91 responded to a residential fire alarm. Cancelled enroute; unintentional.

Alarm system sounded due to malfunction

13-0002519 10/03/2013 13:33:35 801 SAN YSIDRO LN

E91 responded to Fire Alarms Ringing. This was an unintentional activation due to construction work by contractors at scene. E91 informed contractor of better practices in the future to help avoid this situation. Alarm Company was notified.

EMS call, excluding vehicle accident with injury

13-0002521 10/03/2013 23:36:41 1040 Fairway RD

E92 and SQ91 responded to a medical. Upon arrival, MFD assessed patient and assisted with preparation for transportation to hospital. SQ91 continued to hospital with ambulance for patient follow-up.

Unintentional transmission of alarm, Other

13-0002523 10/04/2013 10:10:11 985 Hot Springs RD

E91 responded to Fire Alarms Ringing. Upon arrival E91 was met by the house keeper of the resident. She stated that it was a false alarm due to her dusting around the smoke detector. E91 returned to quarters.

EMS call, excluding vehicle accident with injury

13-0002524 10/04/2013 11:14:40 1455 E VALLEY RD

E91, SQ91 responded to a medical emergency. MFD personnel assessed and prepared the patient for transport to the hospital. See EPCR for patient information.

EMS call, excluding vehicle accident with injury

13-0002527 10/04/2013 16:01:17 900 San Ysidro LN

E91, SQ91 responded to a Medical Emergency. MFD assessed and packaged the patient for transport to Cottage Hospital. CAL-OSHA was notified due to the nature of the incident.

EMS call, excluding vehicle accident with injury

13-0002529 10/04/2013 19:08:37 1147 High RD

E92, Sq 91 responded to a medical emergency. Upon arrival MFD assessed the patient and loaded the patient for transport to SBCH via AMR. MFD equipment returned to quarters without incident.

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Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|--|---------------------|--------------------|
| Unintentional Alarm; cancelled en route | | |
| 13-0002534 | 10/04/2013 20:49:01 | 303 Meadowbrook DR |
| E91 responded to a residential fire alarm and was cancelled enroute - unintentional per the alarm company. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002535 | 10/04/2013 21:03:00 | 1260 Channel DR |
| E92, Sq 91, responded for medical emergency . Sq 91 arrived on scene to see AMR had made patient contact. Sq 91 cancelled E91 and assisted AMR with BLS pt care. The patient was subsequently signed out refusal of service by AMR. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002536 | 10/04/2013 22:18:30 | 843 Hot Springs RD |
| E91, Sq 91 responded to a Medical Alarm. Sq 91 was met at gate by male owner of residence and found no problem. False alarm. All units cancelled. | | |
| Public service assistance, Other | | |
| 13-0002539 | 10/05/2013 09:37:02 | 1338 E Valley RD |
| E-91 responded to 1338 E Valley Rd for a report of a gate problem. Upon arrival E-91 crew found the entry gate half way open. E-91 Captain met with the Gardner on scene and he stated that the gate made a load alarm noise and stayed in the position that we found it in upon arrival. MTO crew did not find any Knox over ride switch. E-91 Captain talked to home owner about situation and she stated that they would call the gate company on Monday morning to have it repaired. | | |
| Unintentional Alarm; cancelled en route | | |
| 13-0002540 | 10/05/2013 09:56:11 | 1190 E MOUNTAIN DR |
| Canceled by alarm company, steam set off system. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002543 | 10/05/2013 13:37:27 | 955 La Paz RD |
| ME92, Sq 91 responded to a medical emergency at the soccer field. Upon arrival ME92 assessed a prepared the patient for transport to the hospital by AMR. | | |
| Smoke scare, odor of smoke | | |
| 13-0002548 | 10/05/2013 16:55:22 | 260 Cloydon Ci |
| ME92 responded to a smell of smoke in the area of Cloyden Circle. Upon arrival ME92 was unable to smell any smoke in the area. ME92 then spoke with the R/P and determined exactly where the odor was coming from. ME92 determined it to be a BBQ two lots down from the R/P. ME92 returned to prior detail. | | |
| Water or steam leak | | |
| 13-0002549 | 10/05/2013 19:34:47 | 410 Pimiento LN |
| E91 was dispatched to a water problem at a residence on Pimiento Ln. Upon arrival MFD personnel met with the resident who advised that some irrigation equipment was damaged during an ongoing remodel resulting in flooding in one area of the yard. MFD located a | | |

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Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|------------|---------------------|--|
| | | faulty valve and was able to shut off the flow of water to the area of concern. The resident was advised of the type of problem, and was directed to have the landscaping contractor repair the system. |
| | | Alarm system sounded due to malfunction |
| 13-0002550 | 10/05/2013 22:27:19 | 797 Hot Springs RD |
| | | E91 responded to Fire Alarms Ringing. This was a system malfunction. Alarm Company was notified. |
| | | EMS call, excluding vehicle accident with injury |
| 13-0002553 | 10/06/2013 07:34:42 | 1240 E Valley RD |
| | | E91 and SQ91 responded to a medical emergency. MFD paramedics initiated ALS assessment and treatment until arrival of AMR. Patient care was continued by MFD PM/FF on ambulance follow up to SBCH. |
| | | Automatic/Mutual Aid Dispatched, cancelled enroute |
| 13-0002556 | 10/06/2013 12:33:31 | Los Patos Way Sb Offramp |
| | | E91 responded with Santa Barbara City ,Auto aid to a vehicle accident Los Patos Way Sb Off ramp. E91 was cancelled enroute by Santa Barbara City Dispatch prior to scene arrival. |
| | | EMS call, excluding vehicle accident with injury |
| 13-0002559 | 10/06/2013 16:37:29 | 2150 TEN ACRE RD |
| | | Engine and Squad 91 responded for a medical emergency, and reduced to Code 2 while en route. On arrival, Squad 91 cancelled Engine 91 personnel, conducted an ALS assessment and provided BLS level care. The patient was transported to SBCH for evaluation. |
| | | Smoke scare, odor of smoke |
| 13-0002567 | 10/07/2013 06:36:41 | San Ysidro Rd Nb Offramp |
| | | 912, E91 responded to a possible vegetation fire at 101 NB San Ysidro off-ramp. 912 and E91 searched both North and South bound lanes , shoulders of the road, and under the freeway bridges of HWY 101. Both 912 and E91 were UTL, became available and then returned to quarters. This incident was reported only by one citizen, no other calls to 911 were reported. |
| | | Automatic/Mutual Aid Dispatched, cancelled enroute |
| 13-0002568 | 10/07/2013 09:36:23 | 0 US HWY 101 |
| | | E91 responded automatic aid with CSFD on a vehicle accident. E91 was cancelled enroute by CSFD. |
| | | Medical call, Dispatched and cancelled enroute |
| 13-0002569 | 10/07/2013 09:40:23 | Hwy 101 / Sheffield Dr Nb |
| | | SQ91 responded to a code 2 medical in a vehicle. SQ91 was unable to locate an emergency at the location given and was cancelled by CSFD as it was related to a traffic accident in their district. |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|---|---------------------|---------------------------|
| EMS call, excluding vehicle accident with injury | | |
| 13-0002570 | 10/07/2013 11:00:01 | 919 Park LN |
| E91 and SQ91 responded to a medical. Upon arrival, MFD assessed patient and assisted with preparation for transportation to hospital. | | |
| Alarm system sounded due to malfunction | | |
| 13-0002571 | 10/07/2013 15:25:20 | 2700 Sycamore Canyon RD |
| E92 responded to Fire Alarms Ringing. This was a system malfunction. Alarm Company was notified. | | |
| Alarm system sounded due to malfunction | | |
| 13-0002574 | 10/08/2013 06:33:38 | 588 Picacho LN |
| E91 responded to Fire Alarms Ringing. This was a system malfunction. Alarm Company was notified. | | |
| Cover assignment, standby, moveup | | |
| 13-0002576 | 10/08/2013 07:32:06 | 911 WALNUT AV |
| E91 responded to cover CSFD Sta 1. E91 was cancelled enroute by CSFD. | | |
| Gas leak (natural gas or LPG) | | |
| 13-0002577 | 10/08/2013 07:52:02 | N Jameson Ln / San Ysidro |
| E91 responded to N. Jameson Lane/ Leandro Road to a smell of natural gas in the area. Upon further investigation of North Jameson , E91 crew found maintenance workers at the 100 Blk of La Vuelta, in the processes of repairing a main gas line in the street. The Southern Cal Gas Company was notified by the Street maintenance worker's of this line break and had an ETA of 10 minutes to the scene. It was noticed that the gas line was not leaking any more with the temporary repair by the maintenance worker's. E91 became available on scene , then returned to quarters. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002578 | 10/08/2013 11:08:23 | 920 Summit RD |
| E92 responded automatic aid to STB for a medical emergency. E92 was canceled on scene by AMR Medic 14. | | |
| Unintentional Alarm; cancelled en route | | |
| 13-0002579 | 10/08/2013 11:52:34 | 927 Brooktree RD |
| E91 responded to a fire alarm ringing at 927 Brooktree Lane. E91 was cancelled prior to going enroute by South Coast Dispatch. | | |
| Automatic/Mutual Aid Dispatched, cancelled enroute | | |
| 13-0002581 | 10/08/2013 16:24:29 | Summerland Nb Offramp |
| E91 responded auto-aid with Carpinteria fire to a vehicle accident with injuries at North Padaro South bound off ramp. E91 was cancelled enroute by BC 611. E91 became available and returned to quarters. | | |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|---|---------------------|----------------------------|
| EMS call, excluding vehicle accident with injury | | |
| 13-0002583 | 10/08/2013 21:22:03 | 77 Depot RD |
| E92, SQ91 responded to a medical emergency. SQ91 arrived first on scene and cancelled E92. Patient was assessed and prepared for transport to the hospital by AMR. See EPCR for further. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002584 | 10/09/2013 09:15:18 | 21 Cedar LN |
| E92 responded automatic STB for medical emergency. E92 performed a primary and secondary assessment and took vitals. AMR M-14 arrived and assumed patient care. See AMR EPCR for detailed patient information. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002586 | 10/09/2013 11:29:53 | 1220 Coast Village RD /313 |
| OES317 responded automatic aid to STB for a medical emergency. Refer to AMR EPCR. | | |
| Alarm system activation, no fire - unintentional | | |
| 13-0002590 | 10/09/2013 20:04:09 | 955 La Paz RD |
| ME92 responded to Fire Alarms Ringing. MFD was cancelled enroute by the responsible party on scene and alarm company due to accidental activation. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002597 | 10/10/2013 12:26:56 | 300 Hot Springs RD |
| E91, SQ91 responded to a medical emergency. E91 crew provided patient assessment and vitals. The patient was transported to Cottage Hospital by AMR. See EPCR for further. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002601 | 10/11/2013 00:43:55 | 243 Rametto RD |
| ME92 responded automatic aid to STB for a medical emergency. ME92 arrived after AMR and cancelled STB E2's response. ME92 personnel assisted AMR with treatment and loading of the patient. See AMR EPCR for detailed patient information. | | |
| Traffic Accident; cancelled en route | | |
| 13-0002607 | 10/11/2013 15:34:54 | Middle Rd / High RD |
| E92, SQ 91 responded to a traffic accident at High/Middle Rd. All equipment was canceled enroute by CHP, non injury. MFD equipment returned to prior detail. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002609 | 10/11/2013 19:21:07 | 1929 Eucalyptus Hill RD |
| E92 responded auto aid with STB to a medical emergency. Upon arrival E92 assessed the patient, retrieved patient history and began treatment. Upon STB's arrival, they worked in and helped with patient care. Patient was loaded and transported to SBCH via AMR. MFD was released and returned to quarters. | | |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|--|---------------------|--------------------------|
| Assist invalid | | |
| 13-0002611 | 10/11/2013 21:15:23 | 64 Ridgeview LN |
| Sq 91 responded to assist an elderly person from the floor beck to bed. Advised resident to recontact if needed. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002622 | 10/13/2013 13:59:03 | 1300 EAST VALLEY RD |
| E91, SQ91, responded for medical emergency, chest pain/unconscious. On arrival SQ91 found SBSO officers providing CPR with an AED on an unconscious male in a utility room of the church. Pt had signs of lividity. Monitor placed on pt and death confirmed. Pt pronounced dead at 1404. E91 was cancelled. | | |
| Malicious, mischievous false call, Other | | |
| 13-0002624 | 10/13/2013 22:59:03 | 955 La Paz RD /PAGE HALL |
| E92 responded to 955 La Paz on Fire Alarms Ringing. Upon arrival Westmont Security stated there was no problem at the scene. Capt. 92 assisted Westmont Security investigate the incident. It was discovered a dry chemical extinguisher had been discharged in the kitchen area and the cloud produced by the extinguisher set off the fire alarm. Westmont Security and Captain 92 spoke with the students prior to allowing them back in the residence. E92 returned to quarters without incident. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002626 | 10/14/2013 05:29:34 | 1260 Channel DR |
| E92, Sq 91 responded to 1260 Channel Dr. for medical emergency. AMR was on scene prior to arrival and remained primary care provider. Sq91 cancelled E92. Sq91 assisted AMR with patient packaging for transport to SBCH. | | |
| Gas leak (natural gas or LPG) | | |
| 13-0002631 | 10/14/2013 16:40:30 | 1944 N Jameson LN /B |
| E93 responded to a natural gas odor outside. E93 found nothing on arrival. | | |
| Medical assist, assist EMS crew | | |
| 13-0002633 | 10/14/2013 19:39:29 | 595 San Ysidro RD |
| Male subject came into MTO lobby stating that he had missed the bus and was feeling "unstable" and "stressed out." He had a gauze bandage on his right arm and was carrying a jacket and a small plastic bag of personal items. He stated that he did not need medical attention and wanted to go to Cottage Hospital for a psychiatric evaluation. He advised that he takes no medication and that his injury was from a previous suicide attempt three weeks ago. SBSO was contacted and deputies responded. They determined the subject should be transported by AMR to Cottage. SQ91 personnel did a basic assessment of the patient prior to AMR arrival. Patient was transported by AMR. | | |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|--|---------------------|---------------------|
| Unintentional Alarm; cancelled en route | | |
| 13-0002634 | 10/14/2013 20:54:04 | 725 Ashley RD |
| E92 responded to a smoke detector activation. E92 was cancelled enroute by alarm company. The Alarm Company stated that it was burnt food on the stove. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002635 | 10/14/2013 21:20:49 | 2160 Alisos DR |
| E93 and SQ91 responded to a medical emergency. Upon arrival MFD personnel found the patient waiting at the front entry to the driveway . SQ91 treated and prepared the patient for transport to the hospital. See EPCR for further. | | |
| Unintentional Alarm; cancelled en route | | |
| 13-0002639 | 10/15/2013 07:49:59 | 1381 EAST VALLEY RD |
| Canceled prior to dispatch. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002640 | 10/15/2013 08:54:14 | 130 Via Alicia |
| E92 responded automatic aid to STB for an emergency medical call. Upon arrival E92 assessed the patient and treated. On the arrival of E2, STB helped with assessing the patient. E2 released MTO, and E92 returned to quarters without incident. | | |
| Smoke detector activation due to malfunction | | |
| 13-0002642 | 10/15/2013 09:25:37 | 700 Buena Vista DR |
| E93 responded to 700 Buena Vista, Fire Alarms. On arrival we met with staff on site who stated they had reset an alarm which was triggered by a smoke detector in the "Blue" room. After investigation it appeared that the smoke detector malfunctioned, and it was suggested to maintain or replace the detector. Engine E93 personnel made an interior inspection and found no hazards. | | |
| Detector activation, no fire - unintentional | | |
| 13-0002648 | 10/16/2013 10:32:09 | 545 Hodges LN |
| E91 responded to a residential fire alarm. On arrival we were met at the front of the house by the contractors who had accidentally triggered the alarm. Engine 91 returned to service. | | |
| Smoke scare, odor of smoke | | |
| 13-0002653 | 10/16/2013 14:22:57 | 1805 E Mountain DR |
| E91 responded to a smell of smoke in the area. After investigation of the area, including Park Hill Lane and Park Lane West for a better vantage, we met with the R.P. We were unable to locate any smoke. After becoming available we continue out Park Lane to the East and returned by way of Ladera and East Valley. | | |
| Smoke scare, odor of smoke | | |
| 13-0002654 | 10/16/2013 14:35:34 | 955 La Paz RD |
| E92 responded to a smell of smoke in the area. E92 investigated the area and was unable to locate the source of the smell. The smell was presumed to be drift smoke from a fire | | |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|--|---------------------|----------------------------|
| in Ventura County. | | |
| Cover assignment, standby, moveup | | |
| 13-0002660 | 10/16/2013 17:14:44 | 911 Walnut Av |
| E91 sent to CRP for coverage. | | |
| Assist invalid | | |
| 13-0002663 | 10/17/2013 04:36:12 | 627 Stone Meadow LN |
| SQ91 was dispatched for a lift assist, we found a female down on the ground uninjured requesting help back into bed. Squad 91 assisted her and cleared the scene without incident. | | |
| Water or steam leak | | |
| 13-0002664 | 10/17/2013 05:00:26 | 620 Stone Meadow LN |
| SQ91 was leaving the scene of a lift assist when we noticed water coming up from a crack in the street. It was determined that a water pipe was broken, Montecito Water District was notified and SQ91 stood by to block the roadway. Water District personnel released SQ91 upon their arrival | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002666 | 10/17/2013 10:16:07 | 300 HOT SPRINGS RD /BI 169 |
| E92, Sq 91 responded a medical emergency. E 91 cancelled and Sq 91 crew assisted AMR with patient loading for transport. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002671 | 10/18/2013 02:05:54 | 307 Meadowbrook DR |
| E91, SQ91 responded to medical emergency. Sq91 arrived on scene and assessed a resident for injury/illness. Sq91 determined they could handle call and released/cancelled E91. BLS care provided and care transferred to AMR for transport to SBCH. | | |
| Automatic/Mutual Aid Dispatched, cancelled enroute | | |
| 13-0002674 | 10/18/2013 11:05:00 | Hwy 154 / E Camino Cielo |
| B916, E391 responded automatic aid to LPF for a brush fire. B916, E391 were cancelled prior to leaving the station. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002680 | 10/18/2013 16:50:44 | 1464 School House RD |
| E91 and SQ91 responded to a medical emergency, a disoriented individual wandering on the street. SQ91 located the patient sitting in a neighbor provided beach chair on a blind turn of Schoolhouse Road. E91 provided traffic control while SQ91 paramedics initiated and provided ALS assessment and treatment. Patient agreed to be transported by AMR upon arrival and all apparatus returned to quarters. | | |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|---|------------|------------------------------------|
| EMS call, excluding vehicle accident with injury | | |
| 13-0002684 | 10/18/2013 | 20:05:33 300 Hot Springs RD /120 |
| E91, SQ91 responded to a medical. E91 was cancelled enroute, SQ91 was reduced to CODE 2. Upon arrival pt was assessed and care was transferred to AMR on-scene. | | |
| Smoke scare, odor of smoke | | |
| 13-0002685 | 10/19/2013 | 12:28:24 1105 Dulzura DR |
| E92 responded for smoke seen in the vicinity of East Mountain Drive. E92 responded to the RP's address on Dulzura Dr and saw no evidence of smoke or fire. E92 then proceeded to the end of Cowels and scanned the western end of the district with binoculars; finding nothing. An attempt was made to contact the RP by phone for additional details, but there was no answer. E92 returned to quarters. | | |
| Heat from short circuit (wiring), defective/worn | | |
| 13-0002686 | 10/19/2013 | 15:47:28 591 Santa Rosa LN |
| E91, SQ91 responded to 591 Santa Rosa Lane (YMCA), to a smell of electrical coming from a light fixture in the Men's bathroom /Locker. E91 arrived on scene, Captain 91 reported nothing showing, investigative mode. E91 and SQ91 crew were lead in the Mens bathroom/locker room to a 18 inch light fixture that was located over the number 1 bathroom stall. A on scene maintenance worker stated that he saw light smoke appearing at the ceiling level of the light fixture. The maintenance worker had shut off the power circuit breaker to the bathroom area prior to the fire crew's arrival. | | |
| E91 crew unscrewed the light fixture cover, and discovered a small burn mark at the base of the florescent bulb. It appeared that the light base fixture that housed the light bulb had electrically shorted, causing a light smoke pattern at the top of the light fixture housing. E91 and SQ91 crew checked for any possible heat or fire extension in the area of the housed light fixture. No heat or smoke was detected after the extension search .The thermal imager was also utilized in the extension search. | | |
| E91 Captain instructed the YMCA maintenance crew to have a qualified electrical check out the circuit and light fixture, prior to re-energizing the power circuit to the Men's bathroom/ locker. E91 and SQ91 became available on scene, then returned to quarters. No damage from the heat or smoke was noted. | | |
| Public Service Dispatched & cancelled en route | | |
| 13-0002687 | 10/19/2013 | 15:54:06 Hot Springs Rd / Sycamore |
| E92 responded to a tree down near Hot Springs and Sycamore Canyon Rd. Cancelled enroute by CHP. E92 returned to quarters. | | |
| Unintentional Alarm; cancelled en route | | |
| 13-0002688 | 10/19/2013 | 18:00:21 511 LAS FUENTES DR |
| E91 responded to 511 Las Fuentes to a fire alarm ringing. E91 was cancelled en route. | | |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|--|---------------------|-----------------------|
| EMS call, excluding vehicle accident with injury | | |
| 13-0002691 | 10/20/2013 01:17:42 | 1619 Posilipo LN |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002693 | 10/20/2013 09:34:00 | 102 Coronada Ci |
| E92 responded automatic aid with STB on a medical. E92 assessed the patient and initiated C-spine precautions. E92 released STB upon their arrival and assisted AMR with patient packaging. The Patient was transported to Cottage Hospital by AMR. | | |
| Trail Rescue - Medical Emergency | | |
| 13-0002694 | 10/20/2013 12:55:18 | 772-841 E Mountain DR |
| E92, SQ91, B914 and U93 with the stokes wheel responded to a dehydrated hiker 30 minutes up the east fork of Cold Springs Trail. Upon dispatch B914 asked for SBSO Search and Rescue and Copter 308 to respond. Southcoast Dispatch also advised that the USFS was responding with 2 engines. E92 arrived on scene at the trailhead and prepared to hike up the trail. B914 arrived on scene and took Command. SQ91 and U93 arrived on scene. B914 had the squad personnel along with their equipment go up Hot Springs Trail and take the connector road over to the east fork of Cold Springs Trail. USFS E46 started up the trail with E92. USFS E41 staged at the trail and Camino Cielo. Copter 308 arrived on scene and with SQ91 as their ground contact attempted to locate the victim. SBSO Search and Rescue arrived on scene and also started up the trail. E92 made patient contact and it was determined that the patient could walk back to U93's location. Copter 308 and USFS E41 were cancelled. USFS E46 carried MTO's equipment back down the trail as MTO personnel walked the patient back up the trail to U93. AMR was instructed to meet U93 at Hot Springs and Mountain Drive but were subsequently cancelled as the patient signed an AMA. USFS E46 and SBSO Search and Rescue were released. The patient was brought back to her vehicle at Cold Springs Trail and no further treatment was administered. E92 , SQ91, U93 and B914 returned to quarters. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002696 | 10/20/2013 15:56:21 | 1281 Channel DR |
| E92, SQ91 responded to a medical. E92 was cancelled on scene by SQ91. Squad 91 arrived at scene to find Santa Barbara City Fire E2 caring for the patient. AMR arrived and care was transferred to them. Squad 91 and E2 assisted with getting the patient to the ambulance and cleared the scene without incident. OSHA notification by Capt 92. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002701 | 10/21/2013 10:54:50 | 1260 Channel DR |
| E92, SQ91 responded to a medical emergency. On arrival, MTO personnel assessed and provided BLS care to the patient. Care was transferred to AMR M-12 for transport to SBCH. See EPCR for detailed pt information. | | |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|---|---------------------|-------------------------|
| Fire in mobile home used as fixed residence | | |
| 13-0002703 | 10/21/2013 12:35:44 | 5700 Via Real /83 |
| E91, B914 responded a Working Structure Fire in the San Roque Mobil Home Park 5700 Via Real, Space 83., Auto aid with Carpinteria Fire. Upon the on scene arrival of E91, San Roque Command assigned E91 to exposure protection of exposure B and C, and then reassigned to the R.I.C. team. E91 crew remained on scene for the duration of the incident, became available on scene, and then was assigned cover assignment of for Carpinteria /Summerland Fire District. SEE CSPD report for further information. | | |
| Cover assignment, standby, moveup | | |
| 13-0002704 | 10/21/2013 12:47:02 | 911 Walnut Av |
| E92 responded to cover Carpinteria's district. CRP resources were committed to a structure fire in the San Roque mobile home park. | | |
| CO detector activation due to malfunction | | |
| 13-0002708 | 10/22/2013 06:40:10 | 2600 Sycamore Canyon RD |
| E92 responded to a Carbon Monoxide alarm at 2600 Sycamore Canyon Rd. The residents met us at the door on our arrival. This morning, the upstairs hallway smoke/ CO detector began chirping. The resident stated he unintentionally set off the fire alarm while trying to shut off the chirping at the control panel. Engineer Fuentes conducted a sweep of all gas appliances and living spaces in the house with the eagle monitor; finding 0 ppm of CO throughout the house. The residents were told of the signs and symptoms of CO poisoning and advised to call 911 should the alarm sound again or if they suspect the presence of CO. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002710 | 10/22/2013 10:36:45 | 755 Rockbridge RD |
| E92, Sq 91 and 915 responded to Medical Emergency. SQ91 assessed the patient, cancelled E92 and requested SBSO response. 915 remained on scene to assist family members. SBSO assumed scene control and released SQ91. See PCR 10222013-0001757. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002713 | 10/22/2013 17:08:03 | 243 Rametto RD |
| E92 responded W/STB to a medical emergency. Upon arrival E92 assessed the patient and began treatment, E2 arrived on scene and assisted with patient care. Once AMR arrived on scene and recieved a pass down from E92 they released both STB and MTO. E92 remained on scene to replaced the furniture that was moved to gain accesses to the patient and to load the patient for transport to SBCH. E92 returned to quarters. | | |
| Traffic Accident; cancelled en route | | |
| 13-0002714 | 10/22/2013 19:32:51 | 1200 Channel DR |
| E92, SQ 91 responded to a pedestrian vs train at 1200 Channel Dr. The call was canceled per SBC, when it was learned no pedestrian involved. MTO equipment returned to quarters without incident. | | |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|---|---------------------|-------------------------|
| Automatic/Mutual Aid Dispatched, cancelled enroute | | |
| 13-0002716 | 10/23/2013 08:53:55 | 550 Linden Av |
| E91 responded auto-aid to a structure fire. E91 was cancelled enroute by B611. Carp/Summerland Fire could handle this incident of a small fire in the HVAC unit at this location. All automatic aid responding apparatus were cancelled enroute. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002719 | 10/24/2013 04:21:01 | 1634 Moore RD |
| E91 SQ91 responded to a medical emergency. All apparatus were reduced to code 2 prior to scene arrival. E91 crew were cancelled by SQ91 prior to patient contact. See EPCR for further patient information. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002720 | 10/24/2013 07:39:13 | 2133 Ten Acre RD |
| E91, SQ91 responded to a medical emergency. E91 crew assisted SQ91 with vitals and EKG .The patient was transported to Cottage E.R. by AMR Medics. See EPCR for further patient information. | | |
| Assist invalid | | |
| 13-0002721 | 10/24/2013 09:52:41 | 2231 Camino Del Rosario |
| Sq91 responded code 2 for lift assist. Resident was assisted up from floor to standing position and then to bed. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002722 | 10/24/2013 13:03:19 | 300 Hot Springs RD |
| E91, Sq 91 responded to medical emergency. SQ91 released E91. BLS care was provided and care was transferred to AMR for transport to SBCH. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002724 | 10/24/2013 15:59:52 | Hwy 101 / Summerland Sb |
| Sq 91 investigated a bike on the side of the roadway, unknown if there was an occupant. Checked area, found nothing. | | |
| Defective gate | | |
| 13-0002725 | 10/24/2013 17:42:52 | 280 W Mountain DR |
| E92 responded to 280 W. Mtn to assist subject with gate. Upon arrival E92 found the home owner at his gate unable to open it. The home owner stated MTO had been at his property earlier in the day working on hazard control and the gate had been locked open. Now the gate was shut and would not operate. E92 cycled the Knox key to operate the gate, then the home owner tried his remote control and the gate operated normally. E92 returned to quarters. | | |
| Automatic/Mutual Aid Dispatched, cancelled enroute | | |
| 13-0002727 | 10/24/2013 23:00:59 | 856 Deerpath RD |
| E92 responded mutual aid with Santa Barbara City to a medical emergency. While enroute E92 was cancelled by SBC. E92 returned to quarters without incident. | | |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|---|---------------------|--------------------|
| EMS call, excluding vehicle accident with injury | | |
| 13-0002728 | 10/24/2013 23:50:22 | 1592 E Mountain DR |
| E91, Sq 91 responded for a medical emergency. On arrival personnel provided an ALS assessment and BLS level care. The patient was transported to SBCH for evaluation. | | |
| Alarm system activation, no fire - unintentional | | |
| 13-0002730 | 10/25/2013 11:52:52 | 707 Picacho LN |
| E91 responded to a fire alarm ringing at 707 Picacho Lane. E91 was cancelled enroute .E91 was cancelled at the driveway , where the resident stated that a cleaning crew was cleaning curtains, and accidentally set off the fire alarm.. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002731 | 10/25/2013 12:15:54 | 1060 CHANNEL DR |
| E92, SQ91 and STB E2 responded to a medical emergency. Upon arrival, MFD along with STB assessed the patient, took vital and assisted AMR with packaging the patient. Patient was transported to Cottage Hospital. Upon my return to the station, I notified Cal OSHA due to the incident being a work related injury. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002734 | 10/25/2013 17:47:29 | 660 Hot Springs RD |
| E91 SQ91 responded to a medical emergency. E91 crew assisted SQ91 medics with vitals and EKG. The patient was transported to Cottage E.R. by AMR medics. See EPCR for further patient information. | | |
| Unintentional Alarm; cancelled en route | | |
| 13-0002735 | 10/26/2013 09:41:05 | 55 Crestview LN |
| E92 canceled enroute by ADT, false alarm. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002736 | 10/26/2013 11:35:24 | 1260 Channel DR |
| E92, Sq 91 responded to a medical emergency at the loading dock. Upon arrival MTO crew and AMR met security and they took us to the patient. SQ91 released E91, assessed and prepared the patient for transport to the hospital by AMR. | | |
| Special outside fire, Other | | |
| 13-0002737 | 10/26/2013 11:57:37 | 448 San Ysidro RD |
| 915 and E92 responded to an investigation at lower manning park. Upon arrival found a hot air balloon located next to the picnic area. Captain 92 advised the pilot that you need to have a permit to operate the open flame bloom in the Montecito area. The pilot advised Captain 92 and 915 that he was done with the show and would shut it down. 915 and E92 returned. | | |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|---|---------------------|-------------------------|
| EMS call, excluding vehicle accident with injury | | |
| 13-0002738 | 10/26/2013 12:16:16 | 1190 Dulzura DR |
| E91, Sq 91 responded to a medical emergency. E91 assisted with a basic patient assessment and SQ91 determined they could handle the alarm without E91's assistance. E91 returned to quarters | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002740 | 10/26/2013 20:45:05 | 420 Alcala LN |
| E92, Sq 91 responded to a medical emergency. MTO crew took vitals and help load patient into ambulance. SQ91 went to cottage, E92 remained on scene to assist patients family member secure the structure. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002742 | 10/26/2013 22:55:31 | 80 Virginia LN |
| E91, Sq 91 | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002745 | 10/27/2013 08:05:10 | 247 OLIVE MILL RD |
| E92, SQ91 responded to a medical alarm. Upon arrival, MFD tried to gain access to the residents. After a couple minutes of trying we were able to make contact with the resident who was taking a shower at the time. He stated that he must have accidentally activated the alarm. All units returned to quarters. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002747 | 10/27/2013 12:58:55 | 2031 PACKING HOUSE RD |
| E91, SQ91, responded to a medical emergency. SQ91 and E91 provided ALS care. Patient was transported to Cottage Hospital by AMR. | | |
| Unintentional Alarm; cancelled en route | | |
| 13-0002754 | 10/28/2013 10:09:04 | 115 Miramar Av |
| E91 responded to Fire Alarms Ringing at 115 Miramar Ave. Canceled enroute by ADT, false alarm. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002756 | 10/28/2013 13:31:54 | 955 La Paz RD /93108 |
| E92, Sq 91 responded to a medical emergency at the health center at Westmont College. Upon arrival MTO assessed and treated the patient. MTO spoke with the health center staff to get a more through history on the patient, and assisted AMR with loading the patient for transport to SBCH. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002757 | 10/28/2013 18:58:14 | 2000 Sycamore Canyon RD |
| E92, Sq 91 responded to a medical emergency. Just prior to arrival the call was reduced to a code 2 call. E92 was on scene and provided initial patient care. When SQ91 arrived patient care was transferred to MTO paramedics and patient treatment continued. Upon the arrival of AMR patient was placed on a scope stretcher and taken to the ambulance. The | | |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|------------|---------------------|---|
| | | patient was loaded for transport to SBCH, and MTO equipment returned to quarters. |
| | | Dispatched & cancelled en route |
| 13-0002759 | 10/28/2013 21:08:47 | 955 La Paz RD /ARM D |
| | | E92 responded to a fire alarm at Westmont College. E92 was canceled enroute by Westmont Security, it was a false alarm, caused by food on the stove. E92 returned to quarters. |
| | | Alarm System Malfunction; cancelled en route |
| 13-0002760 | 10/29/2013 03:22:20 | 303 Meadowbrook DR |
| | | Canceled enroute by resident, false alarm. |
| | | System malfunction, Other |
| 13-0002761 | 10/29/2013 04:04:16 | 1880 E Valley RD |
| | | E91 responded to fire alarms ringing. Engine 91 arrived at the gate but was unable to gain access through the knox system, nor the code given by the alarm company. Eventually, after an extended time, the caretaker provided access through the gate and into the residence. After a thorough interior inspection, there were no hazards found and Engine 91 returned to service. |
| | | EMS call, excluding vehicle accident with injury |
| 13-0002762 | 10/29/2013 05:20:07 | 1634 Moore RD |
| | | E91, Sq 91 responded for a medical emergency. MTO personnel provided an ALS level assessment and BLS level care, eventually transferring care to AMR medic 23 for transport to SBCH for evaluation. |
| | | Alarm system activation, no fire - unintentional |
| 13-0002764 | 10/29/2013 10:55:09 | 244 Hot Springs RD |
| | | E92, responded to a reported fire alarm ringing. B-916 in the area arrived on scene and found nothing showing and went into investigative mode. ADT security was on scene testing the system. No problems were found. B-916 cancelled E-92 enroute. |
| | | Motor Vehicle Accident with no injuries |
| 13-0002768 | 10/30/2013 07:14:12 | 0 COAST VILLAGE RD SB |
| | | B-916, E-91, Sq-91 responded to a vehicle accident Hwy 101 in the vicinity of Hotsprings. Enroute an updated location was given on Hotsprings and Coast Village rd at the Intersection. B-916 on scene; AMR on scene prior and reported no injuries and responding units could cancel. All MFD units returned back in service. |
| | | EMS call, excluding vehicle accident with injury |
| 13-0002769 | 10/30/2013 11:02:55 | 1482 E Valley RD |
| | | E91, Sq91 responded to a medical emergency at Wells Fargo, 1482 E Valley rd. E91 assisted Sq91 with patient assessment and patient was placed in full C-spine precautions then transported to Cottage Hospital. |

Montecito Fire District

Monthly Board Report

Alarm Date Between {10/1/2013} And {10/31/2013}

| Incident | Date | Alarm |
|---|---------------------|-----------------------|
| EMS call, excluding vehicle accident with injury | | |
| 13-0002772 | 10/31/2013 06:36:06 | 79 Virginia LN /APT B |
| Engine 91, SQ 91 responded to a medical emergency. SQ91 cancelled E91, assessed and prepared the patient for transport to the hospital by AMR. | | |
| EMS call, excluding vehicle accident with injury | | |
| 13-0002776 | 10/31/2013 19:07:55 | 595 San Ysidro RD |
| Pt walked into Montecito Fire Station 1. Pt was assessed by Sq91. Upon arrival of AMR report was given and care was transferred to AMR paramedics. | | |
| Combustible/flammable gas/liquid condition, other | | |
| 13-0002777 | 10/31/2013 19:44:13 | 1515 E Valley RD /B |
| E91 responded to a request for assistance in shutting off a gas fireplace. Upon arrival, E91 personnel found an in use and working fireplace with the gas valve to the fireplace jammed in the open position. The gas key was removed and inspected for damage. The gas shutoff valve, mounted in brick and mortar of the fireplace was examined and found to be serviceable without visual defect. The key was reseated and shutoff was attempted successfully. It appeared that the user attempted to shutoff the valve by turning it in the wrong direction causing it to jam. While no apparent damage was sustained by the incorrect operation of the device, it was recommended to the resident to have the system checked out by a qualified contractor. | | |
| Total Incident Count 115 | | |



City of Santa Barbara

Fire Department

www.SantaBarbaraCA.gov

Administration

Tel: 805.965.5254

Fax: 805.564.5730

Fire Prevention/ Public Education

Tel: 805.564.5702

Fax: 805.564.5715

121 W. Carrillo St.
Santa Barbara, CA
93101

October 23, 2013

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

Dear ^{Chip}Chief Hickman,

I just wanted to pass along my thanks and appreciation to you and the members of your fire department. Recently you have made your personnel and various apparatus available to us for our tri-annual airport MCI drill. The success of the drill and roll out of the new MCI plan was due to your personnel's efforts.

The feedback that I have gotten from the various evaluators has been nothing but positive. The AAR held after the drill reinforced the tremendous work done by all. We hope that your department members were able to gain some valuable training.

This year's drill was particularly important to display the auto and mutual aid responses and effectiveness of our Airport Emergency Plan. The MCI roll out training was also an important piece of the training as well.

In the end I am writing to say that you and your department are providing the support needed to have an effective emergency response to our airport, and we appreciate your assistance.

Sincerely,

A handwritten signature in cursive script that reads "Pat".

Pat McElroy
Fire Chief

Agenda

Item #4

Montecito Fire Protection District
Cash in Treasury - All Funds
October 31, 2013

| | Fund 3650 General | Fund 3651 Pension Obl. | Fund 3652 Capital Outlay | Fund 3653 Land & Bldg | Fund 3654 Mello-Roos | All Funds |
|--|----------------------|---------------------------|-----------------------------|--------------------------|-------------------------|---------------|
| Cash Balance 9/30/13 | 2,820,206.79 | 342.33 | 2,147,808.55 | 4,844,213.75 | 19,144.32 | 9,831,715.74 |
| Income: | | | | | | |
| Revenues | 1,142,288.72 | | | | | 1,142,288.72 |
| Interest | 1,618.59 | 0.47 | 1,926.79 | 6,287.98 | 17.18 | 9,851.01 |
| Rental Income (net of expenses, over 5k) | 10,775.53 | | | | | 10,775.53 |
| Other: | | | | | | |
| Carp-Summerland FPD Dispatch Svcs | 21,202.00 | | | | | 21,202.00 |
| EMS Mgmt LLC - 1st response pmt | 23,278.10 | | | | | 23,278.10 |
| State of CA OES 317 - parts & labor | 3,834.62 | | | | | 3,834.62 |
| R. Lauritson - sale of dept belt buckle | 22.57 | | | | | 22.57 |
| | 1,203,020.13 | 0.47 | 1,926.79 | 6,287.98 | 17.18 | 1,211,252.55 |
| Expenses: | | | | | | |
| Claims Processed | (113,402.18) | | | | (560.50) | (113,962.68) |
| Payroll | (834,904.81) | | | | | (834,904.81) |
| Other : | | | | | | |
| Reimbursed Expenses * | 9,533.36 | | | | | 9,533.36 |
| | (938,773.63) | 0.00 | 0.00 | 0.00 | (560.50) | (939,334.13) |
| Balance @ 10/31/13 | 3,084,453.29 | 342.80 | 2,149,735.34 | 4,850,501.73 | 18,601.00 | 10,103,634.16 |

* Summary of Reimbursed expenses :

VFIS - reimb. damages to 920 vehicle less \$1000 deductible \$2709.81
ATT Mobility claim action - refund Universal Services chgs \$194.78
State Compensation Ins Fund - reimburse temporary disability, Bumanglag 9/13-10/24, \$5551.62
M. Matkins - reimb. Tractor mowing on Stoddard Lane \$840.00
S. Pfister - reimb. cell phone charges \$214.50
Lauritson & Hauser - reimb. Dept shift calendars \$22.65

MONTECITO FIRE DISTRICT - EXPENSES

October 2013

| <u>Payee</u> | <u>Description</u> | <u>Amount</u> |
|-------------------------------------|--|---------------|
| <u>FUND 3650 - General</u> | | |
| ADP Inc | Payroll charges | 199.23 |
| AFLAC | Employee paid insurance | 1,086.36 |
| A-Ok Mower Shop | Service on blower-Sta.2, Sharpen chains | 268.91 |
| Aqua Lab Industries | Hydrostatic testing (5) tanks | 103.00 |
| Arrowhead (Nestle Pure Life Direct) | Bottled water, Sta. 1,2 | 147.38 |
| Bound Tree Medical | Medical supplies | 70.59 |
| Carquest Auto Parts | Vehicle supplies | 368.73 |
| Community Radio | Gibraltar space rental & electricity - Oct-Dec | 825.00 |
| Cox Communications | CAD connectivity & internet | 2,669.59 |
| S. Davis | Reimb. Tuition - PALS, ACLS, Prevention 1 | 499.50 |
| Dell Marketing LP | Laptop for conference room | 1,759.45 |
| Dewitt Pinto Petroleum | Diesel fuel | 2,255.09 |
| Dino's Paint & Body * | Accident repairs - 920 vehicle (reimb. 2500.81) | 3,500.81 |
| Dispensing Technology | Blue dot markers, epoxy, dispenser | 781.29 |
| Freedom Signs * | Replace striping-920 vehicle(reimb. \$209), chg sign lettering | 290.00 |
| B. Hauser | Reimb tuition - Prevention 1 | 202.00 |
| Howell Moore & Gough | Review & revise Dispatch Agreement with CSFD | 942.50 |
| Hugo's Auto Detailing | Car washing | 330.00 |
| Hydrex Pest Control | Qtrly pest control, Sta. 1 | 103.00 |
| Informa Corp | Computer support | 1,770.00 |
| Kimball Midwest | Shop supplies | 227.80 |
| Liebert Cassidy Whitmore | Prof. services | 1,680.00 |
| Marborg Industries | Refuse disposal, Sta. 1 | 358.26 |
| McPherson Tree | Position brush chipper - Oak Creek Cyn | 140.00 |
| Mission Uniform Service | Shop towels & coveralls, Sta. 1,2 | 319.88 |
| Montecito Village Hardware | Household supplies | 19.24 |
| Montecito Water District | Water service, Sta. 1,2 | 564.83 |
| Peyton Scapes | Landscape maintenance & trim palm trees | 692.50 |
| Price, Postel & Parma | Prof. services | 4,454.50 |
| Matt Purkerson Painting | Paint Communication box - Shepard Mesa | 550.00 |
| SBCO Fire Chiefs | RTF patches (40) | 98.00 |
| SBCO Treasurer-Tax Collector | Secured tax statements, Sta. 1,2 | 4,127.63 |
| Santa Maria City Fire | Tuition, Confined Space Rescue (2) | 40.00 |
| Satcom Global | Satellite phone charges | 148.26 |
| Smardan Hatcher | Parts for OES 317 | 51.51 |
| Southern California Edison | Electricity service, Sta. 1,2 | 2,605.88 |
| So Cal Gas | Gas service, Sta. 1,2 | 102.34 |
| Sprint | E92 sim card for MDC & service | 37.99 |
| Staples Credit Plan | Office supplies | 433.31 |
| State Compensation Ins Fund | W/c monthly deposit premium | 56,349.75 |
| Streamline Office Solutions | Toshiba color copier | 8,406.40 |
| Streamline Office | Copier maintenance - Sharp | 291.84 |
| Turnout Maintenance | Cleaned turnouts, repairs & add patch | 786.04 |
| Unisource | Household supplies | 1,148.16 |
| US Bank Coporate Payment | Household supplies 431.99 | |
| | Structure maint 6.69 | |

| | | |
|---------------------------|--|-------------------|
| | Spec dept exp 491.81 | |
| | Eq. maintenance 1078.04 | |
| | Office supplies 746.54 | |
| | Gasoline 846.87 | |
| | Business exp 944.38 | 4,546.32 |
| US Bank Coporate Payment | Add'l sales tax due | 11.90 |
| Verizon California | Telephone service | 2,105.35 |
| Verizon Wireless | Cellular phone charges (2 mos) | 2,129.93 |
| Village Automotive Repair | Mount, balance, alignment - U91 tires | 235.80 |
| Village Service Station | Gasoline charges | 2,004.79 |
| J. Zeitsoff | Reimb. Exp - Confined Space, Instructor 1B, Command 1C | 561.54 |
| | Fund 3650 - General Total | <u>113,402.18</u> |

Fund 3654 - UHR Mello Roos

| | | |
|-----------------------|---|---------------|
| Price, Postel & Parma | Prof. services regarding dissolution of CFD | 560.50 |
| | Fund 3654 - UHR Mello-Roos | <u>560.50</u> |

PAYROLL EXPENDITURES FOR THE MONTH OF OCTOBER 2013
WARRANT #s 48509217-21
CLAIM #'s 257530-2, 47834, 258374-77, 79

| | | | |
|---|------------|----------------|--------------|
| Regular Salaries | 487,248.20 | | |
| Directors fees | 1,395.00 | | |
| Auxiliary | 501.50 | | |
| FLSA Safety | 5,854.70 | | |
| FLSA Dispatch | 3,347.48 | | |
| Regular Overtime | 47,768.25 | | |
| Reimbursable Overtime * | 0.00 | | |
| Chief Officers - Extra Duty | 18,840.00 | | |
| Dispatch Cadre Earnings | 1,917.20 | | |
| Hartford 457 contribution | 8,800.00 | | |
| 4850 Time - S. Bumanglag | 8,859.29 | | |
| | ----- | | |
| | | Gross Wages | \$584,531.62 |
| District Contributions to Insurance | 100,901.74 | | |
| District Contributions to Medicare & FICA | 7,367.94 | | |
| District Contributions to SUI | 51.21 | | |
| PERS, Employee Contribution paid by District | 45,126.69 | | |
| PERS, Employer Contribution paid by Employee (4.5%) | -27,110.73 | | |
| PERS, District Contribution | 125,122.70 | | |
| Due to AFLAC | -1,086.36 | | |
| | ----- | | |
| | | Total Benefits | \$250,373.19 |
| | | | ----- |
| | | GRAND TOTAL | \$834,904.81 |
| | | | ===== |

MONTECITO FIRE PROTECTION DISTRICT
OVER TIME COMPENSATION
OCTOBER 2013

| Name | Date Worked | Comp Time Hrs | O.T Hrs | Total Amount | Sick Relief | Reimbursable - fire assignment | Emergency callback | Class Cover | Paramedic Con. Ed | Flex Day | Shift Vacancy | BC Coverage | Dispatch Coverage | Desn. | Amount |
|---------------|-------------|---------------|-------------|--------------|-------------|--------------------------------|--------------------|-------------|-------------------|----------|---------------|-------------|-------------------|-------------------|----------|
| D. Holthe | 10/18/13 | | 1.50 | 102.26 | | | 102.26 | | | | | | | | |
| E. Klemowicz | 10/18/13 | | 1.50 | 80.95 | | | 80.95 | | | | | | | | |
| D. St. Oegger | 10/18/13 | | 1.50 | 95.36 | | | 95.36 | | | | | | | | |
| G. Ventura | 10/19/13 | | 2.50 | 242.70 | | | | | | | 644.76 | | | Firehouse upgrade | 242.70 |
| B. Hauser | 10/19/13 | | 12.00 | 644.76 | | | | | | | | | | | |
| R. Lauritson | 10/20/13 | | 1.50 | 168.80 | | | 168.80 | | | | | | | | |
| S. Pfister | 10/20/13 | | 24.00 | 1,884.00 | | | | | | | | 1,884.00 | | | |
| S. Chapman | 10/20/13 | | 24.00 | 1,262.52 | | | | | | | | | | | |
| D. Holthe | 10/20/13 | | 24.00 | 1,636.20 | | | 1,636.20 | | | | | | | | |
| E. Klemowicz | 10/20/13 | | 1.50 | 80.96 | | | 80.96 | | | | | | | | |
| T. Poulos | 10/20/13 | | 24.00 | 1,459.80 | | | 1,459.80 | | | | | | | | |
| D. Andreas | 10/21/13 | | 3.50 | 268.43 | | | 268.43 | | | | | | | | |
| L. Bass | 10/21/13 | | 4.00 | 241.92 | | | 241.92 | | | | | | | | |
| E. Fuentes | 10/21/13 | | 24.00 | 1,636.20 | | | | | | | 1,636.20 | | | | |
| J. Zeitsoff | 10/21/13 | | 4.00 | 204.90 | | | 204.90 | | | | | | | | |
| S. Pfister | 10/22/13 | | 24.00 | 1,884.00 | | | | | | | | 1,884.00 | | | |
| G. Blake | 10/22/13 | | 3.50 | 207.90 | | | | | | | 207.90 | | | Board packet | 97.08 |
| G. Ventura | 10/25/13 | | 1.00 | 97.08 | | | | | | | | | | | |
| S. Pfister | 10/25/13 | | 24.00 | 1,884.00 | | | | | | | | 1,884.00 | | | |
| J. Villarreal | 10/25/13 | | 24.00 | 1,755.72 | | | 1,755.72 | | | | | | | | |
| R. Lauritson | 10/26/13 | 4.00 | 20.00 | 2,250.60 | | | | | | | 2,250.60 | | | | |
| R. Walkup | 10/26/13 | | 24.00 | 1,328.40 | | | 1,328.40 | | | | | | | | |
| G. Ventura | 10/28/13 | | 2.00 | 194.16 | | | | | | | | | | Board meeting | 194.16 |
| T. Edwards | 10/28/13 | | 24.00 | 1,884.00 | | | 1,884.00 | | | | | | | Ederer jury duty | 548.66 |
| J. Villarreal | 10/28/13 | | 7.50 | 548.66 | | | | | | | | | | | |
| | | | GRAND TOTAL | 66,608.25 | | | 21,165.09 | 1,306.28 | 470.86 | 4,835.64 | 18,184.57 | 9,420.00 | 1,993.32 | | 7,271.41 |
| | | | % OF TOTAL | 100.00% | | | 31.78% | 1.96% | 0.71% | 7.26% | 27.30% | 14.14% | 2.99% | | 10.92% |

MONTECITO FIRE PROTECTION DISTRICT
SUMMARY OF OVERTIME EXPENSE BY CATEGORY

FY 2012-13

| Month paid | Sick | Fire Assign & callback | Class Cover | Paramedic | Mechanical | Flex Day | Extra Staffing | Shift Vacancy | BC Coverage | Dispatch Coverage | Pre-build Inspection | Radio Testing | Other | Total OT |
|------------|------------|------------------------|-------------|-----------|------------|-----------|----------------|---------------|-------------|-------------------|----------------------|---------------|-----------|--------------|
| JULY | 2,934.00 | 4,381.03 | 429.30 | 790.68 | 0.00 | 8,621.64 | 1,865.16 | 37,546.02 | 0.00 | 6,284.02 | 0.00 | 0.00 | 2,941.07 | 65,792.92 |
| AUGUST | 12,344.15 | 76,026.26 | 3,078.82 | 700.61 | 458.73 | 14,043.84 | 1,070.37 | 50,526.54 | 1,884.00 | 6,776.12 | 5,674.27 | 0.00 | 1,777.06 | 174,360.77 |
| SEPTEMBER | 9,619.56 | 58,014.16 | 5,935.32 | 773.57 | 267.58 | 8,749.08 | 0.00 | 58,064.58 | 16,956.00 | 3,791.52 | 0.00 | 224.31 | 4,655.83 | 167,051.51 |
| OCTOBER | 16,776.96 | 4,850.59 | 6,517.80 | 113.82 | 0.00 | 9,017.88 | 5,338.47 | 51,423.70 | 1,884.00 | 5,265.05 | 0.00 | 1,289.77 | 4,594.40 | 107,072.44 |
| NOVEMBER | 13,379.80 | 5,876.93 | 0.00 | 628.82 | 0.00 | 8,289.60 | 1,218.24 | 54,593.07 | 5,652.00 | 5,481.84 | 0.00 | 0.00 | 598.47 | 95,718.77 |
| DECEMBER | 12,630.64 | 374.96 | 4,403.61 | 113.82 | 688.10 | 2,168.82 | 0.00 | 16,157.43 | 0.00 | 5,182.84 | 0.00 | 0.00 | 4,152.57 | 45,872.79 |
| JANUARY | 21,726.48 | 10,232.81 | 0.00 | 229.54 | 0.00 | 8,201.91 | 0.00 | 29,201.05 | 1,884.00 | 5,432.76 | 983.28 | 0.00 | 2,571.43 | 80,463.26 |
| FEBRUARY | 21,023.89 | 238.61 | 486.60 | 617.03 | 0.00 | 0.00 | 0.00 | 17,724.02 | 7,536.00 | 2,478.78 | 0.00 | 0.00 | 5,317.86 | 55,422.79 |
| MARCH | 7,806.12 | 1,154.21 | 1,148.59 | 605.89 | 0.00 | 1,462.32 | 0.00 | 4,574.75 | 5,662.00 | 0.00 | 0.00 | 0.00 | 1,274.42 | 23,678.30 |
| APRIL | 10,465.20 | 7,514.47 | 3,085.42 | 534.34 | 191.13 | 4,226.40 | 2,707.52 | 13,714.44 | 12,246.00 | 4,035.24 | 0.00 | 0.00 | 3,640.89 | 62,361.05 |
| MAY | 6,058.56 | 34,924.36 | 179.29 | 1,766.81 | 0.00 | 6,840.15 | 340.88 | 17,939.55 | 4,710.00 | 9,816.22 | 0.00 | 0.00 | 3,600.35 | 86,176.17 |
| JUNE | 2,804.36 | 68,659.48 | 0.00 | 1,092.31 | 0.00 | 2,700.72 | 11,628.81 | 20,789.40 | 5,652.00 | 3,296.52 | 0.00 | 241.79 | 1,373.32 | 118,238.71 |
| TOTAL | 137,569.72 | 272,247.87 | 25,264.75 | 7,967.24 | 1,605.54 | 74,322.36 | 24,169.45 | 372,254.55 | 64,056.00 | 57,840.91 | 6,657.55 | 1,755.87 | 36,497.67 | 1,082,209.48 |

Fire Assignment reimbursements received:

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

MONTECITO FIRE PROTECTION DISTRICT
SUMMARY OF OVERTIME EXPENSE BY CATEGORY

FY 2013-14

| Month paid | Sick | Reimbursable Fire Assign * | Emer. Callback | Class Cover | Paramedic | Mechanical | Flex Day | Extra Staffing | Shift Vacancy | BC Coverage | Dispatch Coverage | Other | Total OT |
|------------|-----------|----------------------------|----------------|-------------|-----------|------------|-----------|----------------|---------------|-------------|-------------------|-----------|------------|
| JULY | 17,047.80 | 21,550.17 | 1,005.12 | 1,475.64 | 516.83 | 0.00 | 6,730.92 | 13,279.82 | 15,550.45 | 9,420.00 | 3,630.96 | 3,726.19 | 93,933.90 |
| AUGUST | 15,315.23 | 60,900.04 | 0.00 | 1,322.28 | 110.79 | 0.00 | 10,935.72 | 0.00 | 20,107.22 | 0.00 | 861.96 | 824.53 | 110,377.77 |
| SEPTEMBER | 12,665.18 | 94,071.40 | 2,211.15 | 2,891.72 | 429.27 | 0.00 | 2,722.32 | 1,726.31 | 12,127.25 | 1,884.00 | 1,763.10 | 4,918.40 | 137,210.10 |
| OCTOBER | 21,165.09 | 0.00 | 1,961.08 | 1,306.28 | 470.86 | 0.00 | 4,835.64 | 0.00 | 18,184.57 | 9,420.00 | 1,993.32 | 7,271.41 | 66,608.25 |
| NOVEMBER | | | | | | | | | | | | | |
| DECEMBER | | | | | | | | | | | | | |
| TOTAL | 66,193.30 | 176,521.61 | 5,177.35 | 6,795.92 | 1,527.75 | 0.00 | 25,224.60 | 15,006.13 | 65,969.49 | 20,724.00 | 8,249.34 | 16,740.53 | 408,130.02 |
| | 16.2% | 43.3% | 1.3% | 1.7% | 0.4% | 0.0% | 6.2% | 3.7% | 16.2% | 5.1% | 2.0% | 4.1% | 100.0% |

Fire Assignment reimbursements received:

| Date | Source | Amount |
|-----------|-------------|------------|
| 9/17/13 | State of CA | 40,276.11 |
| 9/18-9/23 | USFS | 106,088.36 |

FIRE ASSIGNMENTS - BILLING 7/1/12-6/30/13

| Fire Name/# | Invoice # | Period Covered | Date Billed | Agency | Inv. Rec'd | Total Due | Date Rec'd | Amt. Rec'd. | Notes |
|--|-----------|----------------|---------------|-------------|------------|------------|------------|-------------|-------|
| Jawbone Complex, CA-CDD-011542 | | 8/11-8/17/12 | | CalEMA/USFS | 9/21/12 | 79,873.95 | 1/25/13 | 79,873.95 | |
| Chips Fire, CA-PNF-001001 | | 8/3-18, 9/1-14 | 10/2/12 | USFS | | 67,898.35 | 1/24/13 | 67,898.35 | |
| ONC Staging 2012, CA-ONC-00007 | | 8/21-8/29/12 | 10/2/12 | USFS | | 10,734.57 | 1/30/13 | 10,734.57 | |
| Antelope Fire, CA-MDF-000521 | | 8/23-8/27/12 | 10/2/12 | USFS | | 13,121.23 | 1/24/13 | 13,121.23 | |
| Skyline Fire, CA-VNC-050735 | | 8/27-8/28/12 | | CalEMA | 10/8/12 | 6,941.11 | 1/23/13 | 6,941.11 | |
| Skyline Fire, CA-VNC-050735 | | 8/27-8/28/12 | | CalEMA | 10/23/12 | 4,381.76 | 2/27/13 | 4,381.76 | |
| Williams Fire, CA-ANF-004803 | | 9/2-9/13/12 | 10/2/12 | USFS | | 32,708.49 | 1/30/13 | 32,708.49 | |
| Springs Incident, CA-VNC-25314 | | 5/2-5/5/13 | | OES | 6/28/2013 | 40,276.11 | 9/17/2013 | 40,276.11 | |
| White Fire - CA-LPF-1743 | | 5/27-6/4/13 | | USFS | 7/12/2013 | 41,901.52 | 9/18/2013 | 41,901.52 | |
| White Fire - CA-LPF-1743 | 2013-01 | 5/27-6/1/13 | 6/11, 7/22/13 | USFS | | 27,866.75 | | | |
| Powerhouse Fire, CA-ANF-2297 | | 5/31-6/5/13 | | USFS | 7/30/2013 | 52,129.81 | 9/23/2013 | 52,129.81 | |
| Carstens Fire, CA-SNF-1216 | 2013-02 | 6/17-6/23/13 | 6/25, 7/22/13 | USFS | | 12,057.03 | 9/18/2013 | 12,057.03 | |
| R02-2013 Staging/Preposition, CO-R02-6 | 2013-03 | 6/27-7/1/13 | 8/7/13 | USFS | | 7,421.60 | | | * |
| | | | | | | 397,312.28 | | 362,023.93 | |

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

October 7, 2013
File #: 12611
Invoice #: 114059
Billing Attorney: MSM

ACCOUNT SUMMARY BALANCE

| | | |
|----------------------------------|-----------------|-----------|
| RE: GENERAL MATTERS | 1,062.00 | |
| Our File Number: 12611-00000 | | |
| RE: ORDINANCES | 1,593.00 | |
| Our File Number: 12611-00022 | | |
| RE: BOARD MTGS | 1,799.50 | |
| Our File Number: 12611-00061 | | |
| RE: MELLO ROOS - UPPER HYDE ROAD | 560.50 | FUND 3654 |
| Our File Number: 12611-00077 | | |
| <hr/> | | |
| Current Total Charges | 5,015.00 | |

* * * * *

SUMMARY OF CURRENT CHARGES

| | | |
|----------------------------|----------|-------------------|
| Current Fees | 5,015.00 | |
| Total Current Fees & Costs | 5,015.00 | |
| Total Current Due | | \$5,015.00 |

SUMMARY OF PAST DUE BALANCES

| | | |
|-----------------------|--|---------------|
| Total Past Due | | \$0.00 |
|-----------------------|--|---------------|

| | | |
|-----------------------------------|--|-------------------|
| TOTAL CURRENT AND PAST DUE | | \$5,015.00 |
|-----------------------------------|--|-------------------|

5,015.00 +
560.50 -
FUND 3650 4,454.50 *

BALANCE IS DUE UI
THE FIRM'S HOURLY RATES ARE F
MAY CHANGE EFFECTIVE JANUARY 1ST UNLESS OTHERWISE AGREED.

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: 10/01/2013 to 10/31/2013

| 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 | 40,720.00 | 100.00 |
| Total Income | 4,072.00 | 100.00 | 40,720.00 | 100.00 |
| Total Operating Income | 4,072.00 | 100.00 | 40,720.00 | 100.00 |
| Expense | | | | |
| Office Expenses | | | | |
| Postage Expense | 0.00 | 0.00 | 45.00 | 0.11 |
| Administrative Fee | 5.00 | 0.12 | 50.00 | 0.12 |
| Total Office Expenses | 5.00 | 0.12 | 95.00 | 0.23 |
| Repair & Maintenance | | | | |
| Gardening/ Landscaping | 330.00 | 8.10 | 3,380.00 | 8.30 |
| Pest Control | 92.00 | 2.26 | 890.00 | 2.19 |
| Total Repair & Maintenance | 422.00 | 10.36 | 4,270.00 | 10.49 |
| Property Mgmt Fees | 244.32 | 6.00 | 2,443.20 | 6.00 |
| Property Tax | 2,131.00 | 52.33 | 2,131.00 | 5.23 |
| Utilities | | | | |
| Water/Sewer | 326.23 | 8.01 | 3,043.02 | 7.47 |
| Trash/Recycling | 177.68 | 4.36 | 872.08 | 2.14 |
| Total Utilities | 503.91 | 12.38 | 3,915.10 | 9.61 |
| Total Operating Expense | 3,306.23 | 81.19 | 12,854.30 | 31.57 |
| NOI - Net Operating Income | 765.77 | 18.81 | 27,865.70 | 68.43 |
| Total Income | 4,072.00 | 100.00 | 40,720.00 | 100.00 |
| Total Expense | 3,306.23 | 81.19 | 12,854.30 | 31.57 |
| Net Income | 765.77 | 18.81 | 27,865.70 | 68.43 |
| Other Items | | | | |
| Owner Distribution | -10,775.53 | | -61,373.92 | |
| Net Other Items | -10,775.53 | | -61,373.92 | |
| Cash Flow | -10,009.76 | | -33,508.22 | |

Agenda

Item #6

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE PERSONNEL COMMITTEE MEETING

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

November 13, 2013 at 10:30 a.m.

Agenda Items May Be Taken Out Of The Order Shown

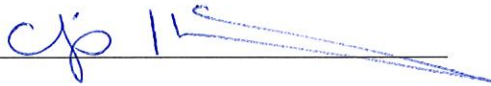
1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District; 30 minutes total time is allotted for this discussion.
2. Review proposed changes to Accountant Job Description and provide direction.
3. 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 November 8, 2013.

MONTECITO FIRE PROTECTION DISTRICT

By _____



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.



STAFF REPORT

Prepared for: Montecito Fire Protection Board of Directors

Prepared by: Chip Hickman, Fire Chief

Date: November 14, 2013

Topic: Proposed Changes to Accountant Job Description and Salary Range

Summary

On November 4, 2013, Charlene Lim submitted her notice to retire effective December 16, 2013. This does not allow the District adequate time to recruit or train a new Accountant. Because I am proposing changes to the job description and salary range, we cannot process the job announcement until this is approved. Additionally, a background investigation of new employees often takes over a month to process. Given these time restraints, it is unlikely that a new District Accountant would begin prior to Ms. Lim's retirement.

To assist in the transition of Ms. Lim leaving, we have hired a Temporary Accountant (Temp) to shadow Ms. Lim and obtain as much information as possible relating to the accounting systems and processes used by the District to assist in training the new District Accountant. The Temp may apply for the position, but has no guarantee of placement.

Discussion

JOB DESCRIPTION CHANGES:

Removal of 9/80 work schedule: District Management all work M-F, 8-5. I would like to have the Accountant on the same schedule as Management. I have found that the Accountant's absence every other Friday serves as a detriment to efficiency and work processing.

Removal of Leave Policy: Recommended by counsel, this is unnecessary in the job description.

Addition of "management discussion": During the last audit, it was recommended that the District include this component, and it's my recommendation that we include this in the job duties.

Addition of "or other Financial Management Systems: I do not want to be bound to FIN if the District decides to use other systems.

Addition of “receptionist” and “Attends all board meetings and finance committee meetings; reports on financial matters. Must become trained and knowledgeable in board meeting administration including preparation of board meetings including: packet preparation, agendas, minutes, resolutions, ordinances and other related materials. Must become trained and knowledgeable in emergency call taking. Must become trained in CERT and assist with MERRAG activities.”

This was added to provide redundancy to the Administrative Assistant and in Dispatch. Call taking and receptionist duties will provide skills that can be utilized during emergencies and disasters. We are a small department, and it is important that ALL employees can fulfill roles outside of their normal duties.

Although vacations and time off are discouraged when payroll is scheduled to be processed, or when regular board meetings are scheduled, there are times that this cannot be avoided. The Administrative Assistant is trained to process accounts payable in FIN and process Payroll. In her absence, I would like the Accountant to be able to providing similar redundancy to Board Meeting administration if the Administrative Assistant is off duty.

The same is true with providing CERT and MERRAG activities.

Moving “ *special district finance and budgeting*” from having existing knowledge, to the “Ability to learn special district finance and budgeting,”

This is to encourage CPA’s or otherwise qualified accountants who are outside the arena of Special Districts to apply.

Addition of *Recommended Training: Basic ICS (I-200), National Incident Management System(NIMS) (IS-700a), CSDA Governance Academy or equivalent , CERT (IS -317), CERT Train the Trainer(TTT).*

Basic ICS (I-200) will provide an introduction to the basic management infrastructure that is used by the Fire District during incidents. Because we expect the Accountant to assist during emergencies, this is the bare minimum to have a basic understanding.

NIMS IS-700 is consistent with requirements in the National Training Program, as mandated by the Post-Katrina Emergency Management Reform Act of 2006. This is a Web-based awareness level course that explains NIMS components

CSDA Governance Academy or equivalent will provide the framework and overview of how Special Districts operate and the laws that govern our operations.

CERT IS-317 and CERT TTT are both to provide training for the additional duties of assisting with MERRAG activities.

Addition of Subject to a one year probationary period. This means that during this one year testing period the employee is subject to separation from the District without right to any administrative or civil appeal or challenge.

Accordingly, no showing of good cause is required as a condition precedent to separation of a probationary employee.

This was added to provide a clear explanation of the probationary period. This is currently not in our rules and regulations, nor our MOU with our employees. We are currently working to include this language.

SALARY CHANGES

We surveyed other local agencies who had positions similar in duty and utilized the 2014 Robert Hall Salary Guide to obtain the salary range of a General Accountant in a Midsize firm.

Given the wide range, I propose that we reduce the final compensation so that it is slightly higher than the average of all those surveyed. (Approximately 2% higher than the average salary.)

Conclusion

I recommend that the Board approve the job description and salary adjustment as proposed so that we can engage in recruitment on 8/19/2013.

It is my plan to accept applications for up to 2 weeks, or the first 50 applicants, whichever happens first.

We would then begin interviews in the first two weeks of December.

It is imperative that we get the process going quickly, as this is a critical position in the functioning of the District.

MONTECITO FIRE PROTECTION DISTRICT ACCOUNTANT

DEFINITION:

Under supervision of the Fire Chief, performs accounting work, including the examination, analysis, maintenance, reconciliation, and verification of financial records; human resource; prepares payroll and processes accounts payable; prepares an annual budget and monitors the financial functions of the District; performs other duties as assigned; may handle material of a confidential nature.

COMPENSATION & BENEFITS:

A salaried, non-exempt position covered by the Memorandum of Understanding between the District and staff. Work schedule: a 40 hour workweek; 8 a.m. to 5 p.m., Monday through Friday, ~~or a 9/80 work schedule with alternating Fridays off.~~ Overtime earned at one and one-half the regular rate for all hours actually worked in any workweek in excess of 40 hours.

Responds as required when called in from off duty for emergencies.

~~Leave policy: minor leaves of minutes or hours may be approved by the supervisor.~~

DUTIES & RESPONSIBILITIES:

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

Participates in preparation and administration of the District's annual budget including management discussion and analysis, ~~and~~ estimates of expenditures, analysis and projection of revenue, participates in review and consultation regarding budget requests. Reviews the expenditure progress against the appropriation plan and identifies areas of variance and recommends remedial actions.

Has overall responsibility for employee benefits administration, which includes retirement, health, dental, vision and life insurance, workers compensation, and deferred compensation plans; reviews and implements new policies and requirements; keeps informed on related issues and legislation.

JOB DESCRIPTIONS - ACCOUNTANT

MONTECITO FIRE PROTECTION DISTRICT

Reconciles and records attendance; prepares District payroll and related reports including benefit contributions and tax reporting; verifies and processes accounts payable; codes data for proper accounting distributions; maintains fixed asset inventory; prepares worksheets on expenditures, receipts, and the status of funds; prepares regular and special financial reports; reconciles and verifies general ledger and other information reported on ~~the Santa Barbara County's~~ Financial Management Information Network (FIN) or other designated Financial Records Management System-

Recommends, establishes, and implements policies for accounting and fiscal record keeping, reporting, and related procedures and systems; reviews and studies changes in legal and procedural requirements regarding fiscal operations; assists in researching and recommending office equipment for lease or purchase. Maintains relationship between District office and Santa Barbara County departments for the management of District finances.

Maintains files and records, ~~types-creates~~ correspondence and performs a wide range of receptionist, clerical and secretarial duties as needed. Attends all board meetings and finance committee meetings; reports on financial matters.

Must become trained and knowledgeable in board meeting administration including preparation of board meetings including: packet preparation, agendas, minutes, resolutions, ordinances and other related materials.

Must become trained and knowledgeable in emergency call taking.

Must become trained in CERT and assist with MERRAG activities.

QUALIFICATIONS:

Three years of increasingly responsible experience in keeping fiscal records which would demonstrate possession of knowledge and abilities listed. College education in accounting, economics, or business administration with accounting emphasis, may be substituted for the general experience on a year-for-year basis.

Knowledge of: ~~special district finance and budgeting~~ advanced accounting, bookkeeping, and office methods and procedures; knowledge and understanding of the operation of general business machines and computers; ability to prepare and analyze financial records and reports; ability to interpret and apply legal provisions affecting governmental accounting procedures.

Ability to: learn special district finance and budgeting, learn the principles and procedures of governmental accounting standards; analyze fiscal data and draw logical conclusions; prepare clear and concise fiscal reports; create and install new procedures and methods, in conformance with laws, policies, and goals; deal

JOB DESCRIPTIONS - ACCOUNTANT
MONTECITO FIRE PROTECTION DISTRICT

effectively with officials, co-workers and the general public, arrange materials into proper ~~typed~~ format; ability to communicate effectively both orally and in writing and deal effectively with the public.

Job performance will be reviewed annually.

Possession of an appropriate California Driver's License, and a satisfactory driving record; AED and CPR certifications.

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 testing.

RECOMMENDED TRAINING

Basic ICS (I-200)

National Incident Management System (IS-700a)

CSDA Governance Academy or equivalent

CERT (IS -317)

CERT Train the Trainer

Subject to a one year probationary period. This means that during this one year testing period the employee is subject to separation from the District without right to any administrative or civil appeal or challenge.

Accordingly, no showing of good cause is required as a condition precedent to separation of a probationary employee.

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Salary Comparisons and Recommendation

| Agency | Job Title | Starting | 6 Mos | 1 Year | 2 Year | 3 Year |
|---------------|---------------------|------------|------------|------------|------------|-------------|
| Current MFPD | District Accountant | \$7,987.00 | \$8,390.00 | \$8,812.00 | \$9,254.00 | \$ 9,717.00 |
| Proposed MFPD | District Accountant | \$7,315.29 | \$7,684.40 | \$8,070.91 | \$8,475.74 | \$ 8,900.00 |

| | | | | | | |
|------------------------|------------------------------------|------------|------------|------------|------------|--------------|
| General Accountant | Midsize Company | \$7,133.92 | | | | \$ 9,528.75 |
| Montecito Sanitary | Office Manager | \$6,000.00 | | | | \$ 9,000.00 |
| Montecito Water | Business Manager | \$8,300.00 | | | | \$ 10,846.00 |
| Carpinteria/Summerland | Executive Asst | \$5,741.00 | | \$6,028.00 | \$6,330.00 | \$ 6,646.00 |
| City of SB | Accounting Manager | \$8,129.00 | | | | \$ 9,880.00 |
| County of SB | Accounting Supervisor | \$6,017.00 | | | | \$ 7,345.00 |
| County of SB | Audit Supervisor | \$7,309.00 | | | | \$ 8,922.00 |
| City of Ventura | Accounting Manager | \$6,771.00 | | | | \$ 9,074.00 |
| County of Ventura | Supervising Accounting Officer III | \$5,269.00 | | | | \$ 6,745.00 |
| San Ramon | Finance Supervisor | \$7,537.00 | \$7,935.00 | \$8,352.00 | \$8,792.00 | \$ 9,254.00 |

Max \$8,300.00
 Min \$5,269.00
 Average \$6,820.69

Agenda

Item #7

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE FINANCE COMMITTEE MEETING

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

November 7, 2013 at 10:00 a.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. Time Certain: 10:00 AM - Conference call with Capital PFG regarding proposal to perform a Financial Analysis related to District Budgeting and Long-Term Liabilities.
3. Report from Director Sinser on CalPERS Conference.
4. Report from Director Sinser on meeting with Santa Barbara County Auditor regarding FIN.
5. Review September 2013 financial statements.
6. Review PARS Correspondence.
7. Requests for items to be included for the next Finance Committee Meeting.
8. Fire Chief's Report.

Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is October 31, 2013.

MONTECITO FIRE PROTECTION DISTRICT

By


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

Proposed Scope of Work for Financial Analysis Related to Budgeting and Long-Term Liabilities

October 23, 2013

Prepared by:



Capitol | PFG

Crafting Optimal Financial Solutions

Capitol Public Finance Group, LLC
2436 Professional Drive, Suite 300
Roseville, CA 95661
T (916) 641 2734
F (916) 921 2734
www.capitolpfg.com

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FIRM PROFILE

Capitol Public Finance Group, LLC (Capitol PFG) is a full service, independent public finance consulting firm based in Sacramento, with a satellite office located in San Diego. We provide comprehensive financial consulting services to public agencies in California to help them achieve the best financial solutions for their community. Capitol PFG has extensive experience advising government agencies with a wide range of funding needs.

Many local government agencies need financial and facility planning support services because they do not have the resources in-house or the ability to hire full-time employees with expertise to respond to their internal needs or the needs of their citizens. Situations that give rise to the need for financial and facility strategic support services include:

- **Responding to existing taxpayers wishing to pay for additional services or improvements to public infrastructure**
- **Timing of revenues and expenditures**
- **Managing outstanding indebtedness including updates to repayment projections**
- **Growing or declining population or tax bases**
- **Improving existing facilities or upgrading existing equipment**
- **Replacing aging facilities and equipment**

Capitol PFG has assisted numerous fire districts with financial planning services including tax base demographics analysis, revenue generating method implementation, debt analysis, facilities and financial planning, Mello-Roos district formation, construction project delivery method advice, and site acquisitions.

Our goal is to provide our clients with quality financial analysis and sound financial advice. We enable our clients to make optimal decisions based on having accurate and complete information. Capitol PFG provides expertise by identifying critical decision points and their associated cost/benefits, which enables our clients to make appropriate financial decisions. Capitol PFG will recommend the most cost-effective financial strategy considering the need for flexibility, given the current financial, legal and political environment.

Capitol PFG was incorporated in California as a limited liability corporation in February 2005, and was created as a financial advisory firm specializing in public agency finance. Capitol PFG is owned and operated by Jeffrey Small (23 years of public finance experience), Cathleen Dominico (13 years of public finance experience) and Christopher Terry (13 years of public finance experience).

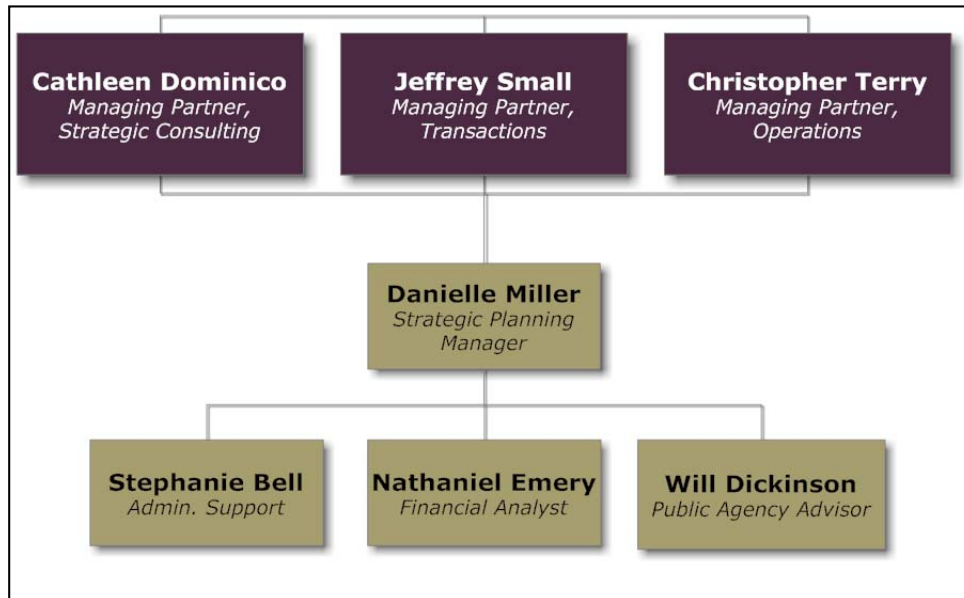
Our firm is unique in that we represent a wide range of public agency clients. Active clients include counties, school districts, county offices of education, community college district, fire districts, sewer districts, water districts, community service districts, former redevelopment agencies and a State commission.

Services Provided by Capitol PFG

| Strategic Consulting Services |
|--|
| Asset Management |
| Bond and Developer Fee Expenditure Tracking |
| Bond and Tax Measure Planning and Analysis |
| Capital Improvement Financial Planning |
| Construction Project Delivery Method Selection |
| Debt Administration |
| Debt/Bond Issuance Committee Formation and Support |
| Development Impact Fee Study Preparations |
| Development Mitigation |
| Facility Master Planning |
| Facility Use Fee Study Preparation |
| Financial Communication Strategies and Presentations |
| General Financial Analysis |
| Mello-Roos District Formation |
| Property Tax Analysis |
| Pension and OPEB Analysis |
| Redevelopment Analysis |
| Renewable Energy and Conservation Project Analysis |
| Site Acquisition Negotiations |
| State and Federal Grant Funding Identification |

| Debt Issuance Services |
|---|
| <u>Capital Financings:</u> <i>General Obligation Bonds, Certificates of Participation, Revenue Bonds, Special Tax Bonds, Assessment Bonds, Tax Allocation Bonds, Lease-Purchases, , etc.</i> |
| <u>Cash Flow Financings:</u> <i>Tax and Revenue Anticipation Notes, Bond Anticipation Notes, Grant Anticipation Notes, etc.</i> |
| <u>Specialty Energy Financings:</u> <i>Clean Renewable Energy Bonds, Qualified Energy Conservation Bonds, California Energy Commission Loans, etc.</i> |
| <u>Debt-Related Services:</u> <i>Bond Pricing, Continuing Disclosure, Best Practices, Refinance Monitoring, etc.</i> |

Consulting Team



Assigned Staff Resumes

Cathleen M. Dominico

Managing Partner, Client Relations and Business Planning
cdominico@capitolpfg.com

Cathy has thirteen years of municipal finance experience as a Financial Advisor and has directly served over 100 California public agencies. She is an expert in financial and facilities planning, bond measure preparation, tax base analysis, and the formation of financing districts such as Mello-Roos districts. Cathy has structured and assisted with the implementation of a variety of financing mechanisms, including Certificates of Participation, Lease Revenue Bonds, GO Bonds, Mello-Roos Bonds, among others.

In 2005, Ms. Dominico, along with her two business partners, formed Capitol Public Finance Group, which exclusively serves public agencies throughout California in a variety of their financial needs. At Capitol PFG, Cathy is responsible for strategic planning services including long range financial and facilities planning and the creation of financial strategies to meet the long-term client objectives. Additionally, Cathy specializes in implementing communication and presentation strategies to ensure a complete understanding of financial plans.

Ms. Dominico has been a featured public speaker at public agency professional organization conferences, including the California County Property Tax Managers Conference, California Fire Districts Association, California Association of School Business Officials, Coalition of Adequate School Housing, and Small School Districts Association, among others. She has held various client organized employee training in the areas of financial and facilities planning. Recently, Cathy volunteered her services to provide economic analyses to the Sacramento Mayor's Sacramento First Task Force, and Think Big Sacramento evaluating the economic benefits and job creation of an Entertainment and Sports Complex for the City of Sacramento.

Before forming Capitol PFG, Cathy was responsible for financial planning services at another Sacramento-based financial advisory firm, beginning in 2000. Ms. Dominico received her Bachelor of Science degree from the University of California, Davis in Managerial Economics.

Jeffrey S. Small, Esq.

Managing Partner, Transactions and Business Development
jsmall@capitolpfg.com

Jeff has twenty three years of municipal finance experience as a Financial Advisor and municipal bond Attorney. Since 1991, Jeff has served as a lead analyst in approximately 600 transactions, totaling well over \$5 billion for over 100 different public agencies in California. Jeff is an expert in the municipal debt markets, credit analysis, disclosure, structuring, marketing, pricing, negotiation and sale of municipal securities.

During his career, Jeff has established a reputation for providing honest, creative and enduring services. Some of his most noteworthy school financing accomplishments consist of the following:

- The structuring of the first Qualified Energy Conservation Bond financing for a community college district, which also included the first use of bill credits allowing the district to receive credit for exporting energy to the electrical grid;
- The structuring of a unique and cost effective interim financing for the Chawanakee Unified School District, which was awarded with the 2009 *Bond Buyer Deal of the Year Award*;
- The restructuring of over \$100 million of Western Placer Unified School District's short-term, variable interest rate Certificates of Participation (COPs) with 40 year fixed COPs at interest rates ranging from approximately 5% to 5.25%
- The successful issuance of three of the first four Qualified Zone Academy Bonds in California;
- Financing the second tax-exempt financing for a charter school in California, just days after 9/11;

Jeff has authored numerous articles appearing in national news and education industry outlets, including Forbes, Bloomberg, School Innovations & Advocacy, School Services of California and others. He has also been a featured speaker at numerous conferences including the California Debt and Investment Advisory Commission, the Association for Government Leasing and Finance, the California Association of County Treasurer and Tax Collectors, the California Charter Schools Association, and the Small School Districts' Association.

In 1989, Jeff received his Bachelor of Arts degree from the University of Arizona. He received his Juris Doctor degree from California Western School of Law in San Diego where he excelled in the areas of securities law and consumer fraud.

CAPITOL PFG CAN PROVIDE ITS FINANCIAL EXPERTISE TO THE BENEFIT OF MONTECITO FIRE PROTECTION DISTRICT

Overview of Our Understanding of the District's Current Financial Situation

District's Budget

The Montecito Fire Protection District has a fiscal year 2013-14 General Fund Budget of approximately \$14.2 million. The District's September 2013 Budget projects secured property tax revenues to increase approximately \$600,000 or 4.7% over 2012-13 Actuals.

With respect to relevant expenditures/transfers, the District's 2013-14 Budget includes the following noteworthy items:

- Retirement Contributions: \$1,793,563
- GASB 45 Prefunding: \$786,540
- Transfer to Pension Obligation: \$741,164

The District is projected an ending fund balance of \$3,381,909. Of this amount, approximately \$2 million is considered residual with the remaining amount committed.

Pension and Other Post-Employment Benefits (OPEB)

CalPERS provides the District with pension and other post-employment benefits such as medical, dental and vision benefits. CalPERS reports pension liabilities for the District's Safety and Miscellaneous Pension Plans. As of June 30, 2011, CalPERS reports an unfunded liability of \$10 million for Safety employees and an unfunded liability of \$1.16 million for Miscellaneous Employees. The unfunded liability numbers are based on market value as opposed to a smoothed value for reasons described below.

The District works with Demsey Filliger & Associates (DFA) to prepare independent actuarial projections for pension and OPEB. DFA relies on the market value of assets for assessing the UAL. CalPERS reports the market value but uses a smoothed asset value for determining the UAL. Note that the newly adopted GASB 68 moves in the direction of reporting market value of assets and amortizes any gains or losses over a closed five year period as compared to the fifteen year smoothing period used by CalPERS.

Furthermore, DFA uses a discount rate of 6.5%, which is below the 7.5% rate used by CalPERS. The lower discount rate is more conservative in that it may be a more realistic investment goal over time; however, it increases the Unfunded Accrued Liability (UAL). As of June 30, 2013, DFA reports an unfunded liability of \$20 million for Safety employees and an unfunded liability of \$2 million for Miscellaneous Employees. It appears that DFA increased the market value of assets, presumably to account for the two year difference in reporting funding status. In short, SFA reports that Safety is 70% funded and Miscellaneous is 72% funded.

Refunding of CalPERS Side Fund

A Side Fund is a fund created by CalPERS to account for the difference between the funded status of the pool and the funded status of a District's plan. It is in addition to the District's unfunded liability. A positive Side Fund balance reduces the District's contribution, and a negative balance increases the employer contribution. In order to extinguish the District's Side Fund debt, it District issued a taxable 2011 Pension Obligation Bond (POB) in the

amount of \$3.5 million. The POB refunds the Side Fund obligation. The interest rate is 4.52%; term 7 years; and savings of \$162,000.

Other Post-Employment Benefits (OPEB)

The District funds Other Post-Employment Benefits (OPEB) through a combination of pay-as-you-go payments and a prefunded trust. The pay as you go payments on June 30, 2013 are \$1.2 million, including \$360,000 for current employees (normal cost) and \$850K to the prefund benefits through a trust established with the Public Agency Retirement System (PARS). The current balance is \$2.7 million.

GASB 45 Actuarial Valuation of Retiree Health Insurance Program

DFA prepared a GASB 45 Actuarial Valuation of Retiree Health Insurance Program as of July 1, 21013. The District is required to perform periodic valuations at least once every three years to measure and disclose retiree healthcare liabilities for both the employer and the trust, if any, set aside to prefund liabilities. This valuation appears to be the District's primary financial issue.

According to the valuation, the amount of actuarial liability for District-paid retiree benefits is \$12.8 million. This represents the present value of all benefits expected to be paid by the District for its current and future retirees assuming an annual earnings rate of 6.5% per year with all other assumptions met.

The past service liability ("Accrued Liability" or AL) is \$10,082,480 for active and retirees. The irrevocable trust has an actuarial value of \$2,746,320 resulting in an unfunded Accrued Liability (UAL) for past service of \$7,336,160.

For 2013-14 the Annual Required Contributions (ARC) is \$913,893, and consists of the following:

- Current year, pay as you go, retiree benefits called "Service Cost": \$414,412
- 30 YR amortization of the UAL = \$499,481

Options for Prefunding OPEB Trust

Initially, DFA provided three scenarios to prefund the trust over 17 years. The District was using a funding model based on a constant 3% increase to fully fund the trust over 17 years. The District believes that the District has the ability to reduce costs by fully funding the trust over a shorter term frame. Below is the Chief's recommendation:

| FY | Pay Go | 8 YR CPI | Total |
|------|-----------------|-----------------|------------------|
| 2013 | \$ 414,412.00 | \$ 786,540.00 | \$ 1,200,952.00 |
| 2041 | \$ 479,843.00 | \$ 810,136.00 | \$ 1,289,979.00 |
| 2015 | \$ 539,698.00 | \$ 834,440.00 | \$ 1,374,138.00 |
| 2016 | \$ 604,665.00 | \$ 859,473.00 | \$ 1,464,138.00 |
| 2017 | \$ 667,546.00 | \$ 885,258.00 | \$ 1,552,804.00 |
| 2018 | \$ 732,482.00 | \$ 911,815.00 | \$ 1,644,297.00 |
| 2019 | \$ 794,654.00 | \$ 939,170.00 | \$ 1,733,824.00 |
| 2020 | \$ 838,191.00 | \$ 967,345.00 | \$ 1,805,536.00 |
| | \$ 5,071,491.00 | \$ 6,994,177.00 | \$ 12,065,668.00 |

There is currently \$7,812,910 in the Station 3 Project Fund. Other prefunding options included using this money to full pay the \$10.3 million liability in a lump sum, which the Chief says is unrealistic. The Chief also recommended against using the unreserved balance of \$2 million to prepay the fund over the next 4 years. The District does not know if Station 3 is necessary and is in the process of evaluating this.

Recommended Scope of Work

The Chief has done a good job analyzing the situation. Capitol PFG can provide the Board with an independent and objective analysis of the District's near term Budget Projections, Capital Plan and Retirement Benefits. Specifically, we can do the following:

- Assist with the development of financial policies, including a policy to prefund pension and other post-employment benefits
- Assist the District with developing and evaluating a comprehensive plan for prefunding pension and other-post employment options, including an evaluation of a post-employment bond financing should the district wish to consider this option.
- Assist the District with public information materials regarding the District's Operating, Capital and Pension and Other Post-Employment Benefits
- Assist the District with validating budget assumption including the sustainability of the budget and appropriate levels of unrestricted reserves, capital reserves, catastrophic event reserves and prefunded benefit plans
- Other services as requested

REFERENCES

Linda Fire Protection District

Richard Webb, Chief

(530) 743-1553

Rich.Webb@lindafire.org

Work performed:

- General Financial Planning and Advisory Services
- Fire Station Construction Consultation and Financial Planning
- Gann Limit Analysis
- Development Mitigation
- Board Financial Policy Development
- Debt Issuance Services and Ongoing Administration
- Cash Flow Analysis
- Property Tax Analysis
- Property Purchase Negotiations
- Development Impact Fee Study Preparation and Updates
- Board Communication and Education

Salida Fire Protection District/Modesto Regional Fire Authority

Dale Skiles, Support Division Chief

(209) 552-3600

dskiles@modestorfa.org

Work performed:

- Planning for Operational Needs and Revenue Sources
- Community Facilities District Formation
- Development Mitigation
- Fees for Service Analysis
- General Financial Advisory Services

Stanislaus Consolidated Fire Protection District

Brian Kelly, Interim Chief

(209) 869-7470

bkelly@scfpd.us

Work performed:

- Financial Analysis of Potential Consolidation, including:
 - Revenue Analysis and Projections
 - Expenditure Analysis
 - Multi-Year Budget Forecasting
 - Capital Evaluation
- Development Impact Fee Study Preparation

GENERAL FEE STRUCTURE

Capitol PFG has a standard hourly rate of \$175 for all strategic financial planning services and ad hoc on-call work, billed on a monthly basis. The scope of services proposed for the District would fall into this category. Capitol PFG is happy to provide hourly consulting services based on a not-to-exceed amount basis. For initial services related to the District, we estimate it would take approximately 80-120 hours of our time. We can commit to a not-to-exceed amount of \$21,000. This would include the data gathering and financial analysis described in the scope of work, preparation of a report describing the analysis, two staff meetings and one Board meeting. The District will only be billed for actual time spent.

For additional strategic consulting services, Capitol PFG would charge at our standard hourly rate of \$175 and would be able to provide the District with a not-to-exceed amount based on the specific scope of work desired.

Agenda

Item #8

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE COMMUNITY OUTREACH COMMITTEE MEETING

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

November 14, 2013 at 3:00 a.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 Proposals for Website services and provide direction.
3. 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 November 8, 2013.

MONTECITO FIRE PROTECTION DISTRICT

By  _____

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.

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Letter of Interest

September 11, 2013

| | |
|---|---|
| From: Ameravant Web Studio 420 E Carrillo Street Santa Barbara, CA 93101 805-456-6011 michael@ameravant.com www.ameravant.com | To: Montecito Fire Protection District Website Development Attn: Chip Hickman, Fire Chief 595 San Ysidro Road Santa Barbara, CA 93108 Phone: 805-969-2537 Email: chickman@montecitofire.com Email cc: geriventura@montecitofire.com |
|---|---|

On August 21, 2013 the Montecito Fire Protection District issued an RFP for the development of a new website to replace www.montecitofire.com. Ameravant was asked, and is very interested in working Montecito Fire Protection District on their new website.

Ameravant is a 13-year old company with 7 employees. We are heavily involved in the Santa Barbara, Goleta and Carpinteria communities. With over 370 active clients we have the technical support team and systems in place to support this new website and full-time Customer support staff to support the people at Montecito Fire Protection District, after the website is live.

Ameravant is committed to contributing to the health of our community. We support over 60 nonprofit organizations. The owner of Ameravant, Michael Kramer, is also involved in these community organizations:

- Board Member of the Goleta Chamber of Commerce (4 years)
- Member of the Carpinteria Chamber
- Member of the Solvang Chamber
- President of the Santa Barbara BMW Motorcycle Club (6 years)
- President of Santa Barbara Referral Associates (10 years)
- Past Board Member (vestry) of Trinity Episcopal Church
- 6 Terms as Director of Leads Club (business networking) over the past 10 years
- Have actively supported the Hispanic Chamber of Commerce and SB Young Professionals Group

Ameravant Employees that will be working on this website are:

- Michael Kramer, client consulting, specification writing, project reviews and client liaison
- Dave Myers, Sr Designer
- Kelly Lane, Designer and content layout
- Joshua Leach, Content migration, Search Engine Optimization and client training
- Matt Burns, domain management, Google notification and post Client Support
- John Richardson, Project Administrator

Sincerely,
Michael Kramer

Montecito Fire Protection District

Website Specifications per RFP

September 11, 2013

www.montecitofire.com

REQUIREMENTS:

1. Enhance the MFPD's overall online presence
2. Redesign the current website with easy navigation
3. The site must contain the following features
 - a. Can be easily updated
 - b. Contain downloadable documents
 - c. Allows for unlimited content to be added
 - d. Must contain the content from the current website
 - e. Must have an open architecture so in the the future other features can be easily added
4. Expand information about the District's services
5. Keep residents and visitors better informed about services, activities and events, including emergency notifications.
6. The MFPD requires a website that:
7. Is modern and visually appealing and accessible.
8. Displays correctly in all major browsers; these minimally including: IE, Firefox and Chrome, Safari and Opera. (The current release/version of each browser and one prior version)
9. Has a conforming look & feel that works with mobile and tablet browsers. (Responsive Design)
10. Meets ADA / 508 standards compliance.
11. Offers language translation. (Google Translate)
12. Does not rely on an outside webmaster to add new web pages/documents, make changes to existing pages, or update the look and feel of the website as-needed.
13. Has a design architecture that allows for easy accommodation of new pages and features as well as future sub-sites. (multi-tenant websites allow multiple sub-sites)
14. Incorporates RSS feeds or other subscription services that allow residents to subscribe to selected topics on the website. As a result, residents will automatically receive information updates via email or text messages.
15. Includes redundant backup of system information.
16. Incorporates Employment hiring form(s) and database(s).
17. Includes AM Radio station streaming. (plugin)
18. Convert all content and documents from the existing website into the new CMS-based website/templates.
19. Provide website management training to a minimum of four (4) District employees that will be responsible for updating website pages.
20. Provide one (1) year of website support, CMS maintenance and website hosting from the date the new website is "live". This involves 8am-5pm, M-F phone support with remote access and minimum 2 hour call back support after hours and weekends.
21. Provide a proposal for website support, CMS maintenance and hosting beyond year one

Design and Development Team - Dave Myers (4-year design degree) and Kelly Lane

<http://artofdavemyers.com> - Dave Myers

<http://dejalane.com> - Kelly Lane

Dave and Kelly are full-time Ameravant Staff Designers. Dave has worked with Ameravant for 7 years and Kelly has worked for Ameravant for over 3 years. Samples of work include:

1. www.carpfire.com - newly released Carpinteria-Summerland Fire Department
2. www.goletavalley.com - Goleta Valley Chamber of Commerce
3. www.solvangcc.com - Solvang Chamber of Commerce
4. www.lemonfestival.com - California Lemon Festival
5. www.johnsonfamilydental.com - Johnson Family Dental
6. www.hazelwoodallied.com - Hazelwood Allied Movers
7. www.schipperconstruction.com - Schipper Construction
8. www.yourwebinarguru.com - Your Webinar Guru
9. <http://scoresb.site-ninja1.com> - SCORE Business Counseling
10. www.unitedbg.org - United Boys and Girls Club
11. www.abdesignstudioinc.com - AB Design Studio
12. www.stvincents-sb.org - Saint Vincents
13. www.ameravant.com - Ameravant Web Studio
14. www.site-ninja.com - SiteNinja CMS
15. www.cphhomes.com - Capital Pacific Home Builders
16. www.sbexetrans.com - Santa Barbara Executive Transportation
17. www.syvaor.com - Santa Ynez Association of Realtors
18. www.missionterracesb.com - Mission Terrace Skilled Nursing

Past Experience on Similar Projects:

1. www.carpfire.com - newly released Carpinteria-Summerland Fire Department
2. www.goletavalley.com - Goleta Valley Chamber of Commerce
3. www.solvangcc.com - Solvang Chamber of Commerce
4. www.carpinteriachamber.org - New site under construction. To be released 10/1/13
5. www.site-ninja.com - SiteNinja CMS (over 450 pages of content)
6. <http://www.calnd.org> - California Naturopathic Doctors Association (site updated almost daily)

Viability of the proposed Content Management System “CMS”:

Ameravant proposes www.site-ninja.com as the CMS for the new montecitifire.com website. SiteNinja is a more secure platform than other CMS's. Here is a recent article by the Pacific Coast Business Times about security flaws with open source CMS's like Wordpress, Joomla and Drupal.

<http://www.ameravant.com/article/4231-wordpress-hacked-how-to-keep-your-small-business-site-secure-on-a-budget>

SiteNinja has an open architecture so any 3rd party scripts can be added to provide additional functionality to the website. It is not “open source”, which means that 3rd party programmers cannot change the code of the CMS. This is what brings stability and security to SiteNinja. Since the release of SiteNinja, over 3 years ago, there has never been a successful attack on any website or the server environment. On the other hand, there are many SiteNinja clients that were using hacked Wordpress websites.

SiteNinja currently supports over 370 websites, with over 300 in the Santa Barbara area. Major benefits of SiteNinja include:

1. SiteNinja is hosted on the Amazon Cloud, which offers redundant backup of data and hardware used to host the website.
2. SiteNinja meets ADA / 508 standards compliance.
3. Runs on a "Multi-Tenant" environment, which means that deploying sub sites for Montecito Fire District can be done very quickly and can be deployed with the same design as the main site. You can
4. Lifetime free security upgrades.
5. Lifetime free feature upgrades. SiteNinja has full-time programming staff that adds new features, with releases about every 2 months. Anyone using SiteNinja receives the new features for free, with free support for learning how to use the new features. The idea is your website should never be technically outdated, but should always contain the latest industry features.
6. Lifetime free support from live staff 9am-5pm M-F (phone, screen share, online, Email, Ticket System)
7. Of the most popular CMS's, SiteNinja is the easiest to manage content. Many content areas in the Admin area are drag and drop easy. When you upload images, they are automatically resized into 6 different sizes when they can be used anywhere in the website.
8. SiteNinja has "Responsive Design", which means the website will look good on all size devices, including desktop, notepad and mobile phones.
9. SiteNinja is the only CMS to have native Responsive Design on the Admin site, this allows you to post pages, articles, images and videos to your website from your mobile phone.
10. SiteNinja is also designed to enhance the Search Engine Optimization of content, which means SiteNinja websites perform better in Google Search over other CMS's
11. SiteNinja adheres to professional industry standards for its HTML markup. This can be tested at <http://validator.w3.org>. Enter www.site-ninja.com into the test field and you will see there are no errors. Enter www.montecitofire.com into the test field and you will see 81 errors, just on the homepage. Errors like this can prevent the content in the page from being correctly indexed by Google and do not adhere to disability standards.

References:

| | |
|---|---|
| Grace Donnelly Carpinteria-Summerland Fire District g.donnelly@csfd.net www.carpfire.com (805) 684-4591 | Cynder Sinclair Past Executive Director of SB Neighborhood Clinics 805-689-2137 cynsyn@cox.net www.nonprofitkinect.org |
| Michael Padden-Rubin St Vincent's 805-683-6381 x110 mpaddenrubin@sv-sb.org www.stvincents-sb.org | Shelby Sim, Development Director Goleta Chamber Of Commerce shelby@goletavalley.com 805.967.2500 x 5 www.goletavalley.com |

Stability of Ameravant

Ameravant is a 13-year old company with 7 employees. We are an S-Corp. We have over 370 active clients with just over 300 in the Santa Barbara area. About 40% of our revenues come from monthly website hosting

fees. 60% of our revenue comes from new sales. Even though we all support our clients, only one of our employees is 100% dedicated to customer support. The rest of us are selling and developing new websites. As the owner of the business, I (Michael Kramer), could run the company with only 2.5 employees and never need to make another sale. We average 7 new websites per month. We have the largest client base of any Santa Barbara Website Development Company and are highly respected in the community.

Even though the majority of Ameravant's clients are in the Santa Barbara community, we have created a new entity, www.franchisewebtechs.com that is actively marketing to the franchise industry. A key advisory member of Ameravan't team is the past president of the International Franchise Association. We are very excited about serving clients that have multiple locations and need multiple websites.

Total Cost:

1. Base Website, including the migration of all pages of content: \$4,500
 - a. According to Google, has 272 pages of content. You can test this by going to www.google.com and entering (site:http://montecitofire.com -pdf)
 - b.
2. SiteNinja Content Management System includes:
 - a. language translation using "Google Translate"
 - b. Includes RSS Feeds on Articles
 - c. Integrate AM Radio Station Streaming plugin
 - d. Ability to add unlimited pages
 - e. Built-in Blog
 - f. Role Management to allow Users to manage different areas of content
 - g. Ability to add unlimited photos and slideshows
 - h. Secure Contact Us form, that prevents spammers from using your email address
 - i. Lifetime free support
 - j. Simple professional template design, as a starting point
 - k. Onsite training of client staff to learn how to manage your content
 - l. Client is responsible to provide all content for site
 - m. Migrate current website content, and optimized for SEO
 - n. Create new Navigation & define additional content
 - o. Review Page Layout Options
 - p. Domain setup and transfer, if needed
 - q. Implement facebook and twitter into site, if needed
 - r. Register Domain and Sitemap with Google Webmaster Tools - lets Google know we have new URL's for our pages, so Google can update all their indexed pages of the site.
 - s. Setup Google Analytics - track visitor traffic to the site
 - t. Testimonial System
 - u. Homepage Featured Content Slideshow: included (4 slides)
 - v. Responsive Web Design for friendly viewing on all Mobile Devices
 - w. Event Management System - Events are automatically archived after date of event
 - x. Image/video Gallery
 - y. Directory Listing System - to manage multiple categories of resources
 - z. Private Pages System - allows you to create password protected pages and assign unlimited Username and Passwords to access the pages.
 - aa. Daily backup of data (pages and files) for a 30-day period
3. Custom Design: \$3,000
 - a. includes 4 design reviews
4. Implement Custom Design: \$1,500
5. Employment Hiring Form: \$500

- a. Export to excel
- b. Time Stamped
- c. Application grading system based on qualifications entered
- d. Secure/encrypted by https
- e. Viewable on multiple browser platforms
- f. Automated response to applicant after submittal
- g. Automated notification to Admins of complete application

6. Total Cost: \$8,500

7. Terms:

- a. 50% down
- b. 25% at design approval
- c. 25% upon client training or when site goes live, whichever comes first

Website Support after site is live:

Monthly website hosting and support fee are \$89 per month, for the life of hosting the site, and includes:

1. Support is 9am-5pm Monday - Friday. Weekend support with 2 hour response.
2. Ameravant's historical support response is 20 minutes
3. Free phone and screen share support for the assistant of managing content.(pages, images, video, articles, events, etc). Client will be able to easily manage content. If client doesn't have the time to manage their own content and request Ameravant be responsible for updating the website, Ameravant will prepare a support agreement based on the estimated time needed each month. For occasional minor updates of content (less than 5 minutes) Ameravant will gladly assist in posting content.
4. Free training of new MFPD staff, at Ameravant's office in downtown Santa Barbara

Timeline of Development

1. From signed Work Order + initial Deposit
2. Week 1-2 : two meetings with Michael Kramer and MFPD staff to define detailed specifications for the website, including layout of homepage content, menu's and design. Dave Myers, Sr Designer, will attend the design meeting.
3. Week 3-5: Ameravant staff will deploy the website with all the functionality defined in the specifications. Staff will also migrate and SEO optimize all page of content from the current site to the new site.
4. Week 4-5: Design review meetings (in person or virtual) with MFPD staff, Dave Myers and Michael Kramer
5. Week 6-7: implement custom design into the website
6. Week 7-8: final site reviews. Site will be ready to go live.
7. Week 8-9: client training at MFPD office, for 4 or more staff

www.montecitofire.com

Web Development & Maintenance Work Order:

September 11, 2013



Montecito Fire Protection District
Website Development
Attn: Chip Hickman, Fire Chief
595 San Ysidro Road
Santa Barbara, CA 93108
Phone: 805-969-2537
Email: chickman@montecitofire.com
Email cc: geriventura@montecitofire.com

Prepared by: Michael Kramer
www.ameravant.com
mkramer@ameravant.com
805-456-6011 direct line
805-455-2399 cell

See Website Specification document for outline of new website.

Agreements

In consideration of the mutual covenants set forth in this Agreement, Customer and Ameravant hereby agree as follows:

- 1. Development of Web Site.** Ameravant agrees to develop the Website according to the specifications detailed in the Ameravant Order Form.
- 2. Delivery of Website Services.** Ameravant will use reasonable diligence in the development and maintenance of the Website and endeavor to start within 1 week of an approved Ameravant Order and initial deposit. The website will be ready for Customer Training within 7-8 weeks. Customer acknowledges, however, this delivery deadline, and the other milestones are estimates, and are not required delivery dates.
- 3. Delays due to Customer's requests.** If Customer changes work requests, features, design or delays in getting content to Ameravant staff, the delivery of the website will be delayed. There may also be delays by Ameravant due to unforeseen circumstances.
- 4. Ownership Rights.** Upon Customer's payment in full for services provided by Ameravant, specifically, but without limitation, Customer shall hold all right, title, and interest in and to graphics, animation, audio components, and digital components of the Web Site (the "Content")
- 5. Limited Warranty and Limitation on Damages.** Ameravant warrants the Web Site will function

according to the terms in the Ameravant Order Form document. If the Web Site does not conform to the Specifications, Ameravant shall be responsible to correct the Website without unreasonable delay, to bring the Website into conformance with the Specifications. This warranty shall be the exclusive warranty available to the Customer. Customer waives any other warranty, express or implied. Customer acknowledges that Ameravant does not warrant that the Website will work on all Internet browsers. Customer acknowledges that Ameravant is not responsible for the results obtained by the Customer on the Website. Customer waives any claim for damages, direct or indirect, and agrees that its sole and exclusive remedy for damages (either in contract or tort) is \$125.00.

Ameravant warrants the site for a period of 30 days, after the site is live on the Internet, or 30 days after Ameravant has given notice to Customer that site is ready for Customer Training. During that 30 days Customer is responsible to review all areas of the website and report and functional, design or bugs to Ameravant. Ameravant will fix any bugs or tweaks to the site, to bring the website into initial specifications. After 30 days any work completed by Ameravant is considered maintenance work and will be billed to Customer at \$125 per hour. Bug fixes are not considered maintenance and will be fixed by Ameravant at no cost to the Customer. Ameravant warrants that Customer's new website will use current standards to protect the site from attack from web crawlers and viruses. **DISCLAIMER:** Websites, by their public nature, are subjects of attack from hackers. There is no 100% full-proof way of protecting sites, it's more of a constant battle between hackers and current security technology that prevents hack attacks. If the site is attacked Ameravant assumes no responsibility for down time, loss of data, cost of restoration, etc.

6. Web Site Content. Unless specifically agreed to in writing, Ameravant is not responsible for creation of website content, including but not limited to text, photos, videos, etc. Customer is solely responsible for the content of their web site. Should Customer verbally, via Email or in writing ask Ameravant to assist in reviewing or developing content, Customer agrees to pay Ameravant their standard billing rate of \$125 per hour.

7. Web Hosting & Data Backup. Ameravant warrants that any web hosting service offered by Ameravant or used by Ameravant will keep daily backups of both databases and web files, for a period of 30 days. Ameravant does not guarantee against any loss of data if the data center is not able to restore 100% of original content or if a restore point is later than 30 days old. For an additional fee to Customer, Ameravant can create a custom backup schedule that extends beyond 30 days.

Website Hosting and Support monthly fee will begin on the first day of the month, after the site is ready for Customer training. The Customer shall determine when their site goes live, not Ameravant staff. Monthly Website Hosting and Support payments are only available by credit card. Semi-annual or Annual payments may be paid by check.

Ameravant reserves the right to "suspend" the Customer's site if the monthly fee becomes more than 90 days delinquent. This includes the suspension of Customers login ability to the site. Ameravant will contact Customer after 90 days to arrange payments to bring the monthly fee current. If Ameravant and Customer are not able to reach an arrangement within 15 days, Ameravant will "suspend" the Customer's site until arrangements are made. Once arrangements are made, Ameravant will activate the Customer's site within 24 hours and provide Customer new login information.

8. Compensation. For all of Ameravant products and services under this Agreement, Customer shall

compensate Ameravant, in cash. In the event Customer fails to make any of the payments referenced by the deadlines set forth, for the initial delivery of the website or maintenance thereof, Ameravant has the right, but is not obligated, to pursue any or all of the following remedies: (1) terminate the Agreement, (2) suspend or remove the Web Site, (3) bring legal action. All payments 30-days past due will accrue interest charges of 1.5% per month. All past due payments are applied to the oldest outstanding amounts first.

9. Collection Methods. If Customer is on a "Pay by Check" method, and is 60 days behind on their any payment, Ameravant is authorized to use Customer's credit card as the new method of payment.

10. Additional Work. All Additional Work requested by Customer will be billed at \$125 per hour or the Retail price of the Ameravant module requested by Customer.

11. Employees. Ameravant is not an employee of Customer. Customer agrees to not solicit work from Ameravant staff, graphic designers, programmers, or anyone working for Ameravant. All persons working for Ameravant have signed agreements to not work directly with Customers of Ameravant.

12. Binding Effect. This Agreement shall be binding upon and inure to the benefit of Customer and Ameravant and their respective successors and assigns.

13 Cancellation Policy. Once this Order is approved, Ameravant incurs expense to set up systems to manage the website project, and web hosting services. Multiple staff will often be working on different areas of the website at the same time. Should Customer cancel their project prior to Customer training, Customer agrees to pay a \$1,000 cancellation fee, per website, plus actual programming, graphic design time or other staff expense accumulated up till the time Ameravant receives notice of cancellation. If Ameravant has notified the Customer the website is ready for Customer Training then there are no refunds to the Customer from the initial deposit. Total cancellation fees will never exceed Customers initial deposit.

14. Expiration. If not executed within 30 days from the date at the top of this Agreement, the terms of this Agreement may expire.

ACCEPTANCE OF AGREEMENT:

The above prices, specifications and conditions are hereby accepted. The Developer and Client are authorized to execute the project as outlined in this agreement. Payments will be made as proposed above.

Client's signature: _____ Date ____/____/____

Chip Hickman, Fire Chief

Developer's signature: _____ Date 9/11/2013

Michael Kramer, Ameravant Inc.

Agenda

Item #9

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE STRATEGIC PLANNING COMMITTEE MEETING

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

October 29, 2013 at 3:00 p.m.

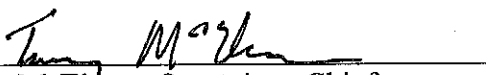
Agenda Items May Be Taken Out Of The Order Shown

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. Report on District's response statistics.
3. Follow up on Standards of Cover Study with Enhanced Risk Analysis as directed by Board of Directors at October 28, 2013 Adjoined Regular Meeting.
4. Fire Chief's Report
5. Suggestions from Directors for items, other than regular agenda items, to be included in the agenda for the November 26, 2013 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 October 25, 2013.

MONTECITO FIRE PROTECTION DISTRICT

By 
Terry McElwee, Operations Chief

Agenda

Item #10

ORDINANCE NO. 2013-01

AN ORDINANCE OF THE GOVERNING BOARD OF THE MONTECITO FIRE PROTECTION DISTRICT ADOPTING BY REFERENCE AND AMENDING THE 2013 CALIFORNIA FIRE CODE AND APPENDIX CHAPTERS AND APPENDIX STANDARDS PRESCRIBING REGULATIONS GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM FIRE, HAZARDOUS MATERIALS OR EXPLOSION; PROVIDING FOR THE ISSUANCE OF PERMITS FOR HAZARDOUS USES OR OPERATIONS; ESTABLISHING A BUREAU OF FIRE PREVENTION AND PROVIDING OFFICERS THEREFOR AND DEFINING THEIR POWERS AND DUTIES WITHIN THE DISTRICT; AMENDING SECTION R313 OF THE CALIFORNIA RESIDENTIAL CODE; AMENDING SECTION 1505 OF THE 2013 CALIFORNIA BUILDING CODE; AND REPEALING ORDINANCE NO. 2010-1.

WHEREAS, the Montecito Fire Protection District operates under the provisions of California's Fire Protection District Law of 1987, wherein the State Legislature declared that the local provision of fire protection services, rescue services, emergency medical services, hazardous material emergency response services and other services relating to the protection of lives and property is critical to the public peace, health and safety of the State of California and that local control over the types, levels and availability of these services is a long-standing tradition in California; and

WHEREAS, the State Legislature has also declared that its intent is to provide broad statutory authority for local fire protection districts, encouraging local officials to adopt powers and procedures set forth in the Fire Protection District Law of 1987 to meet their own circumstances and responsibilities; and

WHEREAS, Health and Safety Code Section 13869.7 expressly authorizes the Montecito Fire Protection District to adopt building standards relating to fire and panic safety that are more stringent than those building standards contained in the California Fire Code and other California Building Standards Code.

NOW THEREFORE, the Governing Board of the MONTECITO FIRE PROTECTION DISTRICT ordains as follows:

Section 1. Repeal of Previous Ordinance.

Ordinance No. 2010-1 of the Montecito Fire Protection District is hereby repealed.

Section 2. Adoption of California Fire Code.

There is hereby adopted by the Board of Directors ("Board") of Montecito Fire Protection District ("District"), by reference and incorporation, for the purpose of prescribing regulations of governing conditions dangerous to life and property from fire, hazardous materials or explosion,

2012 International Fire Code and amendments in the 2013 California Fire Code (“Code”), including Appendix Chapter 4 and Appendices B, C, E, F, G, H and I, published by the International Code Council, Inc. including necessary California amendments, save and except such portions as are hereinafter amended, deleted, or added by this Ordinance. A copy of said Code, certified to be a true copy by the Clerk of the Board has been and is now filed in the office of the Clerk of the Board and the same are hereby adopted and incorporated as fully as if set out at length herein. From the date on which this Ordinance shall take effect, the provision thereof shall be controlling within the limits of the territory of the District.

Section 3. Establishment and Duties of Bureau of Fire Prevention.

(a) The Code shall be enforced by a Bureau of Fire Prevention (“Bureau”) in the District which is hereby established and which shall be operated under the supervision of the District's Fire Chief.

(b) A Fire Marshal to be in charge of the Bureau shall be appointed by the Fire Chief on the basis of an examination to determine qualifications.

(c) The Fire Chief may recommend to the Board the employment of technical inspectors, who shall be selected through an examination to determine their fitness for the position. The examination shall be open to members and nonmembers of the District at the discretion of the Fire Chief.

Section 4. Definitions.

The following terms in the California Fire Code shall be construed as indicated:

(a) "Jurisdiction" shall mean the territory of the District.

(b) "Fire Code Official" shall mean "Fire Marshal."

(c) "International Wildland Urban Interface Code" shall mean Section 2 of the District's Fire Protection Plan as may be amended from time to time.

Section 5. Amendments Made in the California Fire Code.

The California Fire Code is amended and changed in the following respects:

(a) Chapter 1, Section 108, Board of Appeals, is deleted.

(b) Chapter 5, Section 501.1, Scope, is amended to read:

“Fire service features for buildings, structures, and premises shall comply with this Chapter. In addition, Fire district access roads and water supply shall be provided and maintained in accordance with Chapter 5 as amended by the Sections 3, 4a and 4b of the District’s Fire Protection Plan as amended from time to time.”

(c) Chapter 9, Section 903.2 Where required, is amended to read as follows:

“Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in sections 903.2.1 through 903.2.20. Approved automatic sprinkler systems in existing buildings and structures shall be provided in the locations described by section 903.2.20 and section 1103.5 as amended.”

(d) Chapter 9, Section 903.2.18 Group U private garages and carports accessory to Group R-3 occupancies. Exception, is amended to read as follows:

“An automatic residential fire sprinkler system shall not be required when additions or alterations are made to existing carports and/or garages that do not have an automatic residential fire sprinkler system installed in accordance with this section. NOTE: This exception shall not apply if the alteration or addition includes modification such that a habitable space is created.”

(e) Chapter 9, Section 903.2.20, Additional District Requirements - Automatic Fire Sprinkler System is added to read:

“Automatic Fire Sprinkler Systems

1. Definition and Standard. An automatic fire sprinkler system is an integrated system of underground and overhead piping designed and installed in accordance with fire protection engineering standards (reference standards) as may from time to time be adopted by the District. The system shall include one or more automatic water supplies. These reference standards may include:

(a) Standard Nos. 13, 13-D, 13-R, and 24 as developed and published by the National Fire Protection Association; and

(b) California Fire Code as developed and published by the International Code Council, Inc. and the California Buildings Standards Commission; and

(c) Sections 5a and 5b of the District’s Fire Protection Plan as may be amended from time to time.

Terminology used within this Section shall be as defined in these aforementioned reference standards. The most current edition of these standards

shall be utilized at the time of building permit issuance in the design and installation of any automatic fire sprinkler system required by this Section. Where, in any specific case, this Section and the reference standards identified herein specify different requirements, the most restrictive shall prevail.

2. Application. This Section shall apply to all occupancies within the District's jurisdiction except for townhouses and one- and two-family dwellings, which occupancies are governed by the California Residential Code as amended by the District. If any part of this Section is in conflict with any other part, the more restrictive provisions shall be controlling.

3. Locations Required. Notwithstanding any other requirement of the Code of the County of Santa Barbara, and except as otherwise provided in this Section, automatic fire sprinkler systems shall be installed and maintained in all occupancies and locations set forth as follows:

(a) Any new building for which application for building permits are filed or are required to be filed with the County of Santa Barbara regardless of square footage.

(b) Existing buildings and structures.

(i) Additions or modifications of 500 square feet or more cumulative to existing non-residential buildings or structures for which applications for building permits are filed or required to be filed with the County of Santa Barbara shall require the installation of an automatic fire sprinkler system throughout the entire non-residential building or structure.

(ii) Additions or modifications to existing residential buildings or structures for which applications for building permits are filed or required to be filed with the County of Santa Barbara, which are modified to increase or replace portions of the gross floor area to 3,500 square feet or more shall require the installation of an automatic fire sprinkler system throughout the entire residential building or structure.

(iii). For purposes of measuring cumulative square footage, the District shall include all additions or modifications occurring on or after October 16, 1991.

(c) All existing buildings and structures for which applications for building permits for additions and/or structural alterations are filed or are required to be filed with the County of Santa Barbara, which are not served by water supplies meeting District standards as adopted from time to time. The term water

supply is more specifically defined in the District standards as adopted from time to time.

(d) All existing buildings for which applications for building permits for additions and/or structural alterations are filed or are required to be filed with the County of Santa Barbara, which are not located within three (3) miles travel distance or a five (5) minute response time by fire apparatus from a staffed District fire station.

3. Working Plans and Approvals. Working plans shall be submitted to, and approved by, the Montecito Fire Protection District before any automatic fire sprinkler system is installed, replaced or remodeled. All submitted plans and inspections shall conform to the requirements provided in the aforementioned reference standards.”

Section 6. Amendments Made in the California Residential Code. The California Residential Code is amended and changed as follows:

(a) Chapter 3, Section R313, Automatic Fire Sprinkler Systems is amended as follows:

1. Section R313.1, Exception, is deleted in its entirety and replaced with the following:

a. “Any existing townhouse for which an application for building permits is filed or required to be filed with the County of Santa Barbara for any addition or alteration that meets the following two requirements shall be required to install automatic fire sprinkler systems throughout the entire townhouse:

i. Consists of a total floor area of 3,500 square feet or more; and

ii. The aggregate structural alteration and/or addition is greater than 1,000 square feet in gross floor area. For purposes of defining “aggregate structural alteration and/or addition” all work that has been permitted by the County of Santa Barbara and constructed on or after October 16, 1991, shall be included in this determination.

b. Application. The provisions of this Section shall be applicable within the District’s jurisdiction. If any part of this Section is in conflict with any other part, the more restrictive provision shall be controlling.”

2. Section R313.2, Exception, is deleted in its entirety and replaced with the following:

- a. “Any existing one- and two-family dwellings for which an application for building permits is filed or required to be filed with the County of Santa Barbara for any addition or alteration that meets the following two requirements shall be required to install automatic fire sprinkler systems throughout the entire townhouse:
 - i. Consists of a total floor area of 3,500 square feet or more; and
 - ii. The aggregate structural alteration and/or addition is greater than 1,000 square feet in gross floor area. For purposes of defining “aggregate structural alteration and/or addition” all work that has been permitted by the County of Santa Barbara and constructed on or after October 16, 1991, shall be included in this determination.
- b. Application. The provisions of this Section shall be applicable within the District’s jurisdiction. If any part of this Section is in conflict with any other part, the more restrictive provision shall be controlling.”

3. Section R313.3.1.1, Exceptions (1) and (4) are deleted.

Section 7. Amendments Made in the California Building Code.

The California Building Code is amended and changed as follows:

- (a) Chapter 15, Section 1505, Fire Classification is amended to read:

“1. Notwithstanding any other requirement of the Code of the County of Santa Barbara, and except as otherwise provided in this Section, the roof assembly of any new building or the re-roofing of any existing building, regardless of the type or occupancy, shall be one of the following types of roofing:

- (a) Exposed concrete slab roof.
- (b) Sheet ferrous or copper roof covering only when applied over and fastened to non-combustible materials.
- (c) Slate shingles.
- (d) Clay or concrete roof tile.
- (e) Any other roofing assembly which will, as determined by a certified testing laboratory, meet or exceed the then current test standards required by the Underwriters

Laboratories for a "Class A" roof assembly. A "Class A" roof assembly meeting such standards is a roof assembly that is effective against severe fire exposures. Under such severe exposures, roof assemblies of this class are not readily flammable, afford a fairly high degree of fire protection to the roof deck, do not slip from position and pose no flying-brand hazard.

2. Exceptions. Exceptions from the requirements of Section (1) above are the following:

(a) Structures that are detached from and are not a part of any other structure and which detached structure has less than 500 square feet of gross floor area; and

(b) If, as of the effective date of this Section, less than 10% of the roof area of a then existing structure consists in the aggregate of the roofing materials required in (1) above, and if in addition less than 25% of the roof of said existing structure, is to be repaired, re-roofed or replaced, the replacement material need not be the requirements of (1) above. However, said replacement materials must meet the same fire retardant standards as the portion of the roof being replaced. If the replacement materials consist of wood shakes or shingles, the replacement materials must comply with "Class A" fire retardant treated wood shake or shingle assemblies as determined by a certified testing laboratory."

Section 8. Appeals.

Whenever the Fire Chief disapproves an application or refuses to issue a permit applied for, or when it is claimed that the provisions of this Ordinance do not apply or that the true intent and meaning of this Ordinance have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the Fire Chief to the Board of the District within 30 days from the date of the decision of the Fire Chief. All decisions of the Board shall be final. The Board shall cause to be kept accurate written minutes and shall deliver or cause to be delivered written findings and decisions on all appeals considered by the Board to the appellant upon request.

Section 9. New Materials, Processes or Occupancies That May Require Permits.

The Fire Chief and Fire Marshal shall act as a committee to determine and specify, after giving affected persons an opportunity to be heard, any new materials, processes or occupancies for which permits are required in addition to those now enumerated in this Ordinance. The Fire Marshal shall post such list in a conspicuous place at District headquarters and distribute copies thereof to interested persons.

Section 10. Enforcement and Penalties.

(a) Any person who violates any of the provisions of this Ordinance or fails to comply therewith, or who violates or fails to comply with any order made hereunder, or who builds in violation of any detailed statement of specifications or plans submitted and approved hereunder, or any certificate or permit issued hereunder, and from which no appeal has been taken, or who fails to comply with such an order as affirmed or modified by the District Board of Directors or by a court of competent jurisdiction, within the required time, shall severally for each and every such violation and non-compliance, respectively, be guilty of an infraction punishable by a fine of not more than \$250. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each ten days that prohibited conditions are maintained shall constitute a separate offense.

(b) The application of the above penalties shall not be held to prevent the enforced removal of prohibited conditions. If a violation is determined to exist or to be impending, the Fire Chief is authorized to take such measures as are deemed necessary or expedient to secure compliance. In carrying out such measures, the Fire Chief and his agents may request, and shall receive, the assistance and cooperation of the County Building Official or other appropriate officials of the County of Santa Barbara.

(c) When the Fire Chief determines that any person has engaged in, is engaged in, or is about to engage in any act(s) or practice(s) which constitute or will constitute a violation of any provision of this Ordinance or the Code hereby adopted, the District Attorney or District Counsel may make application to the Superior Court of Santa Barbara County for an order restraining or enjoining such act(s) or practice(s), a permanent or temporary injunction, restraining order or other corrective order may be granted.

(d) In the event that any person, firm or corporation, whether as a principal, agent, employee or other type of representative shall fail to abate or correct a violation of any provision of this Ordinance or the Code hereby adopted after notice and opportunity to correct or end same, the District Attorney or District Counsel may apply to the Superior Court of the County for an order authorizing the District to undertake actions necessary to abate the violation and to require the violator to pay for the cost of such undertaking.

(e) Any person, whether as principal, agent, employee or other type of representative who maintains any premises in violation of any provision of this Ordinance or the Code hereby adopted shall be liable for and obligated to reimburse the District for all costs incurred by the District in obtaining compliance, or which are attributable to or associated with any enforcement action, whether such action is administrative, injunctive or legal; and for all damages suffered by the District, its agents, officers and employees as a result of such violation or efforts to enforce compliance.

(f) Any violation of any provision of this Ordinance or the Code and any amendment thereto may, in the discretion of the District Attorney for the County of Santa Barbara, be prosecuted as a misdemeanor.

Section 11. Liability.

It is the intent of the Board to establish minimum standards for the protection of the public health, safety and welfare. This Ordinance shall not be construed to establish standards of performance, strength, or durability other than those specified. Neither this Ordinance nor any services rendered in connection with or pursuant to its terms by Fire District officers, agents or employees, are intended as nor shall be construed to be the basis for any express or implied warranties or guarantees to any person concerning any structure or portion thereof or appurtenance thereto constructed, repaired, replaced or removed pursuant to this Ordinance or the Code hereby adopted.

Section 12. Findings.

The Board, following due consideration, hereby finds and determines that all the amendments, deletions, and additions to the foregoing Codes are reasonably necessary due to local climatic, geological, and topographical conditions existing in the District. The District hereby finds and declares that:

The area within which the District is located regularly experiences strong, hot, dusty, and down canyon winds referred to locally as "Santa Anas" or "Sundowners."

Such wind conditions increase fire danger by significantly contributing to the spread and intensity of fires, and significantly increase the difficulty of effective fire suppression within the District.

If a fire involving a single structure cannot be immediately extinguished, such wind conditions can rapidly spread flames to adjacent structures, significantly endangering lives and/or millions of dollars in property value.

Such winds can spread existing flames from a structure or natural fuel to structures and natural fuel significant distances away, even jumping over fire breaks and freeways, resulting in significant property damage and/or loss of life.

Much of the jurisdiction of the District is within heavy brush and chaparral.

It is generally known to take about 25 years to build up extremely dangerous combustible brush conditions, and the District contains areas where combustible flora has built up for 50 to 100 years.

The District is in an area prone to extensive drought conditions, significantly increasing the already natural combustibility of the chaparral, brush and ornamental shrubbery in the District.

Such fuels can rapidly transform a small manageable fire into an uncontrollable conflagration, compromising the lives and safety of District personnel and residents.

The reduction of such fuels provides a direct correlation to the safety of the lives and property within the District, and will substantially reduce the risk of injury or death to District personnel.

The District is geographically situated such that extreme solar exposure (south, southwest, and west facing slopes) continually results in critically low live fuel moisture levels, further rendering most brush, chaparral and ornamental shrubbery highly combustible.

Due to these conditions even non-structural fires can pose a massive threat to the lives and structures located in the District.

The District is located in close proximity to several active earthquake faults.

During and after an earthquake, there is a high potential for fires and other emergencies threatening the lives of District residents, generally requiring the commitment of all available resources.

Geographic and topographic conditions delay response times for fire apparatus (these conditions include remote structures; narrow, winding roads which hamper the access of modern fire suppression apparatus; and extremely sloping roads which tend to slow fire apparatus response).

Water can be in short supply in the District, and fires in areas with structures with noncombustible roofing typically consume far lesser quantities of water than those not complying with the Ordinance, allowing greater fire suppression coverage, and preventing unnecessary loss of life and/or property within the District.

U.S. Highway 101 traverses the District, and is a transportation route for hazardous materials and some traffic accidents on Highway 101 require the presence of all available fire apparatus, leaving the District with fewer resources to combat structural fires elsewhere in the District.

The Union Pacific Railroad line also traverses the District, and a train accident or derailment could immediately deplete the District's resources, limiting the District's ability to furnish fire protection for the balance of the District.

The Montecito Fire Protection District is in the mutual aid plan and is committed to supply personnel and equipment for serious fires outside the District and which can reduce the personnel and equipment available for response to possible emergencies within the District.

Further, in many instances because of the extra hazardous conditions, a defensible space protection zone around buildings and structures of only one hundred feet is not sufficient to provide for tenable wildland firefighting operations around such buildings and structures. These conditions are common upon lands within the District that are located within the Montecito Resource Management Zone as designated by the County of Santa Barbara. Such areas are generally rural areas with slopes exceeding 40% and are covered with old age class chaparral and dense vegetation, creating conditions that are dangerous to fire fighters.

The Governing Board expressly finds and declares that the findings contained herein provide the basis for the amendment, deletions, and additions to the Code contained in this Ordinance.

Section 13. Severability.

If any article, section, subsection, sentence, clause, phrase or word of this Ordinance is for any reason held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this Ordinance. The Board hereby declares that it would have passed this Ordinance and each article, section, subsection, sentence, clause, phrase or word thereof irrespective of the fact that any one or more articles, sections, subsections, sentences, clauses, phrases or words may be unconstitutional or invalid.

Section 14. Effective Date and Publication.

(a) Effective Date. This Ordinance was introduced for first reading on October 28, 2013, and passed on December __, 2013, and shall take effect 30 days after final passage.

(b) Publication. In accordance with Section 25124 of the Government Code, this Ordinance shall be published once, with the names of the members of the Board voting for and against it in a newspaper of general circulation in the District within fifteen (15) days after its adoption.

PASSED, APPROVED AND ADOPTED by the Governing Board of the MONTECITO FIRE PROTECTION DISTRICT on this ____ day of December, 2013, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

John Venable, President
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

John Abraham Powell, Secretary

Agenda

Item #11

RESOLUTION NO. 2013-17

RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT

WHEREAS, (1) Government Code Section 22892(a) provides that a local agency contracting under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b)(1) of the Act, and

WHEREAS, (2) The Montecito Fire Protection District is a local agency contracting under the Act; now, therefore be it

IT IS HEREBY RESOLVED by the Governing Board of the Montecito Fire Protection District as follows:

(a) That the employer's contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of:

| <u>Code</u> | <u>Bargaining Unit</u> | <u>Contribution Per Month</u> |
|-------------|------------------------------|-------------------------------|
| 00 | Monthly Employees/Annuitants | \$1458 |
| 01 | Board of Directors | \$1458 |
| 02 | Regular Hourly Employees | \$1094 |
| 03 | Temporary Hourly Employees | \$729 |

Plus administrative fees and Contingency Fund assessments; and be it further

(b) That Montecito Fire Protection District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.

PASSED AND ADOPTED at a regular meeting by the Governing Board of the Montecito Fire Protection District at 595 San Ysidro Road, Santa Barbara, California this 18th day of November 2013, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

President of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

Agenda

Item #12

RESOLUTION NO. 2013-18

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTECITO FIRE PROTECTION DISTRICT ADOPTING RULES AND REGULATIONS FOR THE PURCHASING OF SUPPLIES AND EQUIPMENT, SPECIAL SERVICES AND CONTRACTORS FOR PUBLIC IMPROVEMENT PROJECTS

PURSUANT to the provisions of Government Code sections 54201 et seq. and Public Contract Code sections 20810 et seq., the following shall constitute the Rules and Regulations of the Montecito Fire Protection District ("District") governing the policies and procedures for purchasing of supplies and equipment, special services and contractors for public improvement projects by the District.

1. Every purchase of supplies and equipment, special services and contractors for public improvement projects by the District shall be made pursuant to these rules and regulations.
2. Except as provided in these rules and regulations, no supplies and equipment, special services or contractors for public improvement projects may be contracted without the approval of the Board of Directors of the District
3. All supplies and equipment, special services and public improvement projects included in the District's final budget are considered approved by the Board of Directors and the Fire Chief or designee ("Fire Chief") is authorized to cause such items to be purchased as provided in these rules and regulations.
4. The following contracts may be entered into by the Fire Chief without the necessity of calling for bids.
 - A. Supplies and equipment in an amount up to \$20,000.
 - B. Special services (as defined in Public Contract Code section 20812) in an amount up to \$20,000.
 - C. Contractors for public improvement projects in an amount up to \$10,000.
5. Supplies and Equipment. Whenever the expenditure required for the purchase of supplies and equipment exceeds \$20,000, the District may, in the Fire Chief's discretion, procure bids for the purchase of supplies and equipment by any one of the following methods:
 - (A) By publication of a notice inviting bids at least once in a newspaper of general circulation in the Montecito area. Such notice shall state the time and place for the opening of bids and shall state the specifications for the supplies and equipment to be purchased. Said publication must be made at least ten (10) days prior to the time set for the opening of bids.

(i) In addition to publication, the Fire Chief may notify prospective bidders by letter or telephone that bids are being called for.

(ii) At the time and place fixed for the opening of bids, the bids shall be publicly opened and read, the bids tabulated, and the contract presented to the District Board for consideration at the next scheduled meeting.

(B) In lieu of publication, the Fire Chief may submit specifications to at least three prospective bidders and request that bids be submitted at a fixed time and place. The Fire Chief shall open the bids at the time and place set for the same and present them to the District Board for consideration at the next scheduled meeting.

(C) The Fire Chief may purchase supplies and equipment in connection with any official state, federal or county bid.

(D) Notwithstanding anything to the contrary in this section, the Board of Directors reserves the right to reject any and all bids and authorize the Fire Chief to purchase necessary supplies and equipment on the open market.

(E) If, in the judgment of the Fire Chief, supplies and equipment are needed in order to make emergency repairs, construction or maintenance, which emergency will not allow the normal procedure for purchase to be followed, Fire Chief may purchase all necessary supplies and equipment on the open market without complying with the competitive bidding requirements specified herein. The Fire Chief shall make a complete report of the circumstances constituting the emergency to the Board of Directors at its next scheduled meeting following the purchase of said supplies and equipment.

(F) All supplies and equipment purchased in excess of \$10,000 shall be pursuant to a contract approved by the Board of Directors.

6. Special Services. Whenever the expenditure required for the purchase of special services exceeds \$20,000, the District may, in its discretion, direct the purchase of such special services pursuant to the issuance of a request for proposals or qualifications. All special services purchased in excess of \$20,000 shall be pursuant to a contract approved by the Board of Directors.

7. Public Improvement Projects. Whenever the expenditure required for the purchase of contractors for public improvement projects exceeds \$10,000, such purchases shall be awarded to the lowest responsible bidder in accordance with the competitive bid procedures set out in Public Contract Code section 20813. All contractors for public improvement projects purchased in excess of \$10,000 shall be pursuant to a contract approved by the Board of Directors.

8. This Resolution No. 2013-18 repeals and supersedes Montecito Fire Protection District Resolution No. 2013-13 dated August 19, 2013 and becomes effective immediately.

PASSED AND ADOPTED this 18th day of November, 2013, by the following vote:

AYES:

NOES:

ABSENT:

President of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

Secretary

Agenda

Item #13

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

Held at Fire District Headquarters, 595 San Ysidro Road, October 28, 2013 at 3:00 p.m.

The meeting was called to order by Director Venable 3:00 p.m.

Present: Director Venable, Director Keller, Director Powell, 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.)**

Claire Gottsdanker thanked the Board, Chief Hickman, and the Wildland Fire Specialists for clearing the edges of the private roads on Mountain Drive.

Ben Hauser reported that the Montecito Firefighter's Association will be participating in beautification day, and "Fill the Boot" for Muscular Dystrophy.

- 2. Station 3 Status.**

- a. Review October 10, 2013 letter from Petan Company regarding the Option Agreement between Montecito Fire Protection District and Petan Company for property located on East Valley Road on a portion of APN 155-070-008;**

Director Sinser removed himself from the Dais.

Chief Hickman reviewed the letter from Petan Company. He recommended keeping the funds set aside for a third station in that account until the studies indicate that it is or is not necessary.

Public Comment:

Bob Hazard reported that he had spoken to Jim Jackson and he had stated that he would be open to discussing a land acquisition at another time in the future, but they weren't interested in extending the current option agreement.

Sylvia Easton stated that she supports keeping the EIR in motion, and hopes every effort is made to get it done quickly.

The Board discussed its options and asked to have a closed session on the next regular meeting agenda to discuss purchase options.

- b. Provide direction to District staff regarding the Environmental Impact Report and other activities related to the Station 3 Site Acquisition and Construction Project located on East Valley Road on a portion of APN 155-070-008.**

The Board directed the Fire Chief to continue working with AMEC to revise the EIR.

3. Fire Chief's report.

The Fire Chief reported on (1) Revision to MOU to include the language that was mistakenly deleted; (2) SRA Grants for crew work; (3) structure fire with Carpinteria and brush response; (4) mobile home fire in Carpinteria; (4) Season of Hope food and toy drive for Unity Shoppe; (5) County wide disaster drill; (6) thank you note from Spring Fire; and (7) mattress delivery/donation from Sit-n-Sleep.

The Board asked for a presentation from Captain Ederer at a future meeting on the Spring Fire response.

4. Board of Director's report.

Director Sinsler reported that he attended a recent Water District meeting; and his attendance at the CalPERS annual conference.

The Board took no action.

5. Approval of District warrants and claims.

After an explanation of transfers to general fund, 4850 time and payments made for AOK Weed and Brush; Squad 91 repairs; and the new Squad 91, the Board unanimously approved the District warrants and claims on a motion by Director Powell, seconded by Director Sinsler.

Director Sinsler asked that a balance sheet tacking monies due for reimbursement be included in the monthly packet.

The Board took a recess at 4:18 pm and reconvened at 4:36 pm.

6. Review current status of Upper Hyde Road Community Facilities District:

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

Director Powell reported that the residents had put together a revised draft plan and map, which was submitted to the District, but it needed revisions. They hope to provide a new map by next week.

Public comment:

Ivana Noel's representative reported on her current financial situation and her concerns with proceeding on Upper Hyde Road.

Director Powell asked to keep a placeholder on the next two agendas to entertain the dissolution of the Community Facilities District if we are asked to do so by the residents.

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

The Board took no action.

7. Discussion on process for selecting District consultants and services.

Chief Hickman and Mark Manion reviewed the limitation of purchasing services and hiring consultants.

After discussing the options, the Board directed staff to bring the revised resolution to the next regular board meeting authorizing the Fire Chief to purchase services in the same manner authorized for supplies and equipment.

8. Approve the first reading by title only of Ordinance No. 2013-1 of the Montecito Fire Protection District adopting the 2013 California Fire Code, amending provisions of the 2013 California Residential Code, amending provisions of the 2013 California Building Code and scheduling a public hearing on December 16, 2013, for the subsequent adoption of the ordinance.

Chief Gregson and Mark Manion reviewed the process and timeline of adopting the California Fire Code and reviewed the changes included in the Ordinance.

The Board discussed the Ordinance and their concerns with issues related to the Tea Fire rebuilds that may need to be included.

On a motion made by Director Keller, seconded by Director Powell the Board Approved the first reading by title only of Ordinance No. 2013-1 of the Montecito Fire Protection District adopting the 2013 California Fire Code, amending provisions of the 2013 California Residential Code, amending provisions of the 2013 California Building Code and scheduling a public hearing on December 16, 2013, for the subsequent adoption of the ordinance by the following roll call vote:

| | |
|----------|--|
| Ayes: | G.B. Sinser, J.A. Powell, J. Venable, S. Keller, and R.J. Jenson |
| Noes: | None |
| Abstain: | None |
| Absent: | None |

On a motion made by Director Keller, seconded by Director Powell, the Board directed staff to include the Ordinance on the November 18, 2013 agenda and to provide public notice of the meeting in the Montecito Journal.

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

Director Keller reported that committee is focusing on the two local vendors who submitted proposals and that they had directed staff to follow-up with the vendors on their ability to provide a website with the design features they are looking to incorporate.

The Board took no action

10. Report from the Strategic Planning Committee (copy of Agenda for Strategic Planning Committee Meeting attached).

- a. Consider recommendation to enter into negotiations with one consulting group to provide a Standards of Cover Study with an enhanced environmental impact analysis.**

Director Powell reviewed the process they have gone through to recruit consultants to provide a Standards of Cover study. The Committee feels the best way to proceed would be to enter into negotiations with Diamonte Partners to scope the document and provide a bid. Once a price has been negotiated, they will bring the proposal back to the Board for approval.

On a motion made by Director Venable seconded by Director Sinser, the Board authorized the Strategic Planning Committee to enter into negotiations with Diamonte Partners to provide a Standards of Cover Study with an enhanced environmental impact analysis.

11. Report from Director Keller on lawsuit between the Montecito Water District and Price, Postel and Parma.

Director Keller reported on details of the litigation between the Montecito Water District and Price, Postel and Parma.

The Board took no action.

Director Keller departed at 6:20 pm.

12. Consider proposal from Capital Public Finance Group, LLC to provide Financial Analysis Related to Budgeting and Long Term Liabilities.

Chief Hickman reported on his research to find a Financial Advisor to provide a Financial Analysis Related to Budgeting and Long Term Liabilities as directed from the previous meeting.

Public Comment:

Warner Owens suggested that the Finance Committee have a face to face conversation with the consultant.

Bob Hazard felt the fees are worth the return, suggested that the District limit the scope of work to pension/liability, and supported a face to face interview.

The Board discussed the options and concerns of hiring a financial analyst to review the District's finances and what should be addressed.

The Board directed the Finance Committee to arrange for a conference call at their next meeting, and bring a recommendation back to the Board.

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

a. Consider recommendation to contract Fecher & Company for District's Auditing Services.

Chief Hickman reported that there was a substantial increase in fees charged the Santa Barbara County Auditor's office to provide the annual audit next year, which prompted a request for bids from two other vendors. After review of the proposals, the Finance Committee recommended choosing Fecher & Company for District's Auditing Services.

On a motion made by Director Sinser seconded by Director Venable, the Board unanimously approved contracting Fecher & Company for the District's Auditing Services.

14. Approval of Minutes of September 16, 2013 Regular Meeting.

The minutes of the September 16, 2013 Regular Meeting were unanimously approved on a motion by Director Powell, seconded by Director Sinser.

15. Suggestions from Directors for items other than regular agenda items to be included for the November Regular Board meeting.

Director Sinser asked to add a discussion on the process of election/appointment for its officers.

The meeting was adjourned at 6:58 p.m.