

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

Held at Fire District Headquarters, 595 San Ysidro Road, July 22, 2015 at 3:00 p.m.

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

**Present:** Director Powell, Director Sinser, Director van Duinwyk, and Director Venable. Fire 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.)**

Susan Keller thanked the public and Board for their support during her tenure and stated that she is looking forward to being a commissioner on the Montecito Planning Commission.

The Board took no action.

- 2. Time Certain: 3:00 p.m. - Report from AMEC on Draft Environmental Impact Report (DEIR) for Station 3.**

Director Sinser stepped down from the dais. Dan Gira explained that the DEIR would be available for public review on July 29, 2014. The public hearing will be held on Monday, August 24, 2015, the required 45-day public review period for the EIR closes on September 14, 2015 at 5:00 p.m., and the target date for certification of the final EIR will be October 26, 2015.

Public Comment: Susan Keller asked for clarification on alternative locations identified in the DEIR. Mr. Gira stated that the same alternative locations were included, with additional analysis.

The Board took no action.

Director Sinser returned to the dais.

- 3. Update on status of properties identified in Station 3 Site Identification Study regarding property availability.**

Chief Hickman reported that the property owners/representatives from the Archdiocese/cemetery and Kimball-Griffith properties did not decline interest in selling, however, the archdiocese location still has over 69 bodies buried on the site making it an extremely environmentally complicated project site. The Kimball-Griffith property would also be challenging to build on as it has extremely steep slopes that would require incredible amounts of cut and fill, and it also has a large diameter high pressure natural gas line that runs under the property.

Public Comment:

Susan Keller stated that the Kimball-Griffith property might still be a consideration if the District needed less than half an acre. She also raised concern that another lawsuit could delay the project for a considerable amount of time.

Sylvia Easton stated that the studies have conclusively stated that the community is at risk and a third station was necessary.

Tom Schleck stated his concerned with the District's liability in not taking action on the recommendation to add a third station.

After discussing additional locations, the Board determined that they will focus on the current identified location (2500 East Valley Road) and wait for the completion/certification of the EIR before considering any alternative options.

**4. Approval of Resolution 2015-07 Authorizing Access to State and Federal Level Summary Criminal History Information for Employment.**

On a motion by Director Sinsler, seconded by Director Venable, the Board approved Resolution 2015-07 authorizing access to state and federal level summary criminal history information for employment by the following roll call vote:

|          |                                                           |
|----------|-----------------------------------------------------------|
| Ayes:    | P. van Duinwyk, G.B. Sinsler, J.A. Powell, and J. Venable |
| Nays:    | None                                                      |
| Abstain: | None                                                      |
| Absent:  | None                                                      |

**5. Report from the Finance Committee.**

Director van Duinwyk reviewed the meeting of the Finance committee including the following:

**a. Review Financial Summary Staff Report for the fiscal year 2014-15.**

The committee recognized that the current fund balances may allow for the adoption the reserve policies recommended by Capitol PFG.

The Board took no action.

**b. Consider recommendation to approve District's June 2015 financial statements.**

After receiving an explanation of the Lexipol Policy program, the Board unanimously approved the District's June 2015 financial statements on a motion made by Director Sinsler, seconded by Director van Duinwyk.

**6. Report from Personnel Committee.**

Director Venable reported that the committee met to determine a format for evaluating the Fire Chief's performance. Sample job descriptions and evaluation forms will be requested of similar agencies and reviewed by the committee. Director Sinsler suggested that the Board develop a more detailed job description and objectives for the Fire Chief in the future.

The Personnel Committee was directed to create an evaluation form to be brought to the Board for approval. Once approved, the full Board will perform the evaluation in closed session with the Fire Chief.

**7. Approval of Minutes of June 22, 2015 Regular Meeting.**

The minutes of June 22, 2015 regular meeting were unanimously approved on a motion made by Director van Duinwyk, seconded by Director Sinsler.

**8. Accept resignation from Director Susan Keller.**

Mr. Manion explained the process and timeline for appointing and/or electing a replacement for the Board vacancy.

Public comment:

Warner Owens stated that the Montecito Water District recently went through this and their process was a good one.

Director Venable left the meeting at 4:51 p.m.

On a motion made by Director Sinsler, seconded by Director van Duinwyk, the Board unanimously accepted the resignation of Director Susan Keller effective July 22, 2015 and directed the Fire Chief to send the appropriate notice to the elections official.

The Board provided additional direction to staff regarding the wording of the advertisement and public announcement. The Board set the application deadline for August 31, 2015, and interviews and appointment to occur at a special meeting on September 17, 2015 at 1:00 p.m. Additionally, the Board directed staff to submit the following advertisements regarding the vacancy and application procedures:

Color advertisement: ½ page long in the Montecito Journal.

Color advertisement: 2 col x 6" Sunday edition of the Santa Barbara News Press.

Color advertisement: ¼ page long in the Santa Barbara Independent.

**9. Fire Chief's report.**

The Fire Chief reported on: the initial public workshop of the CWPP and a second presentation to the Montecito Planning Commission on August 19, 2015, resignation submitted by Paty Purguy effective December 31, 2015, hiring process for Administrative Assistant, El Nino predictions, response to a vehicle into a structure in the

500 block of San Ysidro Road, a trail rescue on Romero Canyon on June 27, and mutual aid response to Lake Incident on June 25.

The Board took no action.

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

No reports were made.

**11. Suggestions from Directors for items other than regular agenda items to be included for the August 2015 Regular Board meeting.**

There were no additional requests made.

The meeting was adjourned at 5:10 p.m.