

## MONTECITO FIRE PROTECTION DISTRICT

### Agenda for the Regular Meeting of the Board of Directors

September 28, 2020 at 2:00 p.m.

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

Members of the public will be able to observe the Special meeting and provide public comments via Zoom: <https://zoom.us/j/97989272854> or by calling 1-669-900-6833, meeting ID: 979 8927 2854. Any member of the public who would like to provide public input on an item listed on the agenda may utilize the "Raise Hand" feature through the Zoom App or enter "\*9" if participating by telephone only. The host will be notified and you will be recognized to speak on the agenda item in the order such requests are received by the District.

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 allotted for this discussion.)
2. That the Board of Directors approve Resolution 2020-08, Amending Appendix A "Designated Positions and Disclosure Categories" of the District's Conflict of Interest Code. (Strategic Plan Goal 9)
3. Consider recommendation to approve Resolution 2020-09, Adoption of the Final Budget for the Fiscal Year 2020-21. (Strategic Plan Goal 9.1)
4. Consider approval of Resolution 2020-10, Establishing Appropriations Limit under Article XIII B of the State Constitution of the State of California for FY 2020-21. (Strategic Plan Goal 9.1)
5. Consider recommendation for approval of the Annual Employee Reimbursement Disclosure report. (Strategic Plan Goal 9.1)
6. Approval of Minutes of the August 24, 2020 Regular Meeting.
7. Fire Chief's report.
8. Board of Director's report.

9. Suggestions from Directors for items other than regular agenda items to be included for the October 26, 2020 Regular Board meeting.

Adjournment

This agenda posted pursuant to the provisions of the Government Code commencing at Section 54950 and the Executive Order. The date of the posting is September 24, 2020.



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Kevin Taylor, Fire Chief

# Agenda

## Item #2



**RESOLUTION NO. 2020-08**

**RESOLUTION OF THE GOVERNING BOARD  
OF THE MONTECITO FIRE PROTECTION DISTRICT AMENDING APPENDIX A  
"DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES" OF THE  
DISTRICT'S CONFLICT OF INTEREST CODE**

WHEREAS, by their Resolution No. 1992-10, the Board of Directors of the Montecito Fire Protection District amended the District's Conflict of Interest Code pursuant to California's Political Reform Act; and

WHEREAS, by that resolution, the Board of Directors adopted Appendices A and B in which members and employees are designated and disclosure categories are set forth; and

WHEREAS, by Resolution No. 2014-12 the Board of Directors amended Appendix A attached to Resolution No. 2014-12; and

WHEREAS, the Board of Directors desires to again amend Appendix A of the District's Conflict of Interest Code, in the form attached to this resolution.

NOW, THEREFORE, it is hereby resolved by the Board of Directors of the Montecito Fire Protection District that Appendix A of the District's Conflict of Interest Code, entitled "Designated Positions and Disclosure Categories" is hereby amended as set forth in Exhibit "A" attached to this resolution.

PASSED AND ADOPTED by the Governing Board of Montecito Fire Protection District this 28th day of September, 2020, by the following vote, to wit:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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Sylvia Easton, President

ATTEST

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Judith Ishkanian, Secretary

**RESOLUTION 2020-08 APPENDIX A****DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES MONTECITO FIRE PROTECTION DISTRICT**

<u>Designated Positions</u>	<u>Disclosure Categories</u>
All Members of the District Board	1, 2, 3, 4, 5
Fire Chief	1, 2, 3, 4, 5
Division Chief/Operations	1, 2, 3, 4, 5
Battalion Chief/Fire Marshal	1, 2, 3, 4, 5
Battalion Chief/Shift	3, 4
Captain/Assistant Fire Marshal	1, 2, 3, 4, 5
Public Information Officer	3, 4
Wildland Fire Specialist	3, 4
Inspectors	1, 2, 5
District Accountant	1, 2, 3, 4, 5
Administrative Assistant	3, 4
District Mechanic	3, 4
District Counsel	1, 2, 3, 4, 5
Consultant*	

\*The disclosure required of consultants shall be determined on a case by case basis by the Fire Chief.

The Fire Chief shall make a determination as to what disclosure, if any, is required by any particular consultant. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements.

The Fire Chiefs determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

# Agenda

## Item #3





**RESOLUTION NO. 2020-09****RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE MONTECITO FIRE PROTECTION DISTRICT  
IN THE MATTER OF THE ADOPTION OF THE  
FINAL BUDGET FOR THE FISCAL YEAR 2020-21**

WHEREAS, Section 13890 of the Health & Safety Code requires that the District Board adopt a preliminary budget conforming to the Accounting Procedures for Special Districts and the Budget Procedures for Special Districts, as described, on or before June 30 of each year; and

WHEREAS, the publication required by section 13893 was made; and

WHEREAS, the Board of Directors met at a regular meeting on June 29, 2020, to consider the District's preliminary budget for fiscal year 2020-21 as described and recommended for approval by the Fire Chief, and so adopted said preliminary budget; and

WHEREAS, the Board of Directors on June 29, 2020, ordered that the preliminary budget be available for inspection between the hours of 8:00 a.m. and 5:00 p.m. on regular business days at Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, California, and said budget has been available as described; and

WHEREAS, the Board of Directors on June 29, 2020, set September 28, 2020 at 2:00 p.m. at the Montecito Fire Protection District Board of Directors Meetings via teleconference, as the time to consider and adopt the final budget as required by law, providing that any person may attend and be heard regarding any item in the budget or regarding the addition of other items; and

WHEREAS, no person appeared at the regular meeting to be heard regarding any item in the budget or regarding the addition of other items; and

WHEREAS, after making any necessary changes in the preliminary budget the Board is prepared to adopt a final budget;

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDERED AND RESOLVED AS FOLLOWS:

1. That the Board of Directors adopts the fiscal year 2020-21 final budget for the Montecito Fire Protection District in the form recommended by the Fire Chief at the Board's regular meeting via teleconference of September 28, 2020.

In summary, the final budget provides as follows:

<u>Fund 3650 – General Fund</u>	
Salaries & Employee Benefits	\$ 17,212,000
Services & Supplies	2,453,000
Capital Assets	847,000
Transfer to Capital Reserves	<u>475,000</u>
	\$ 20,987,000

<u>Fund 3652 – Capital Outlay</u>	
Capital Assets	\$ 94,000
<u>Fund 3653 – Land &amp; Building</u>	
Capital Assets	\$ 1,479,500

2. That a copy of said budget shall be forwarded to the County Auditor as required by Health & Safety Code Section 13895. Copies shall be kept on file with District records and shall be available for public inspection.
3. That on July 24, 2018, the voters of the District approved a measure authorizing the District to appropriate the combined total of all revenues from taxes, assessments, interest and any subventions or other aid received in the 2020-21 fiscal year.

PASSED AND ADOPTED by the Governing Board of the Montecito Fire Protection District this 28<sup>th</sup> day of September, 2020, by the following vote, to wit:

AYES:  
NAYS:  
ABSTAIN:  
ABSENT:

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President of the Board of Directors  
Montecito Fire Protection District

ATTEST:

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Secretary of the Board of Directors  
Montecito Fire Protection District

**FUND 3650 - GENERAL FUND**

**Final Budget**  
**FY 2020-21**

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**REVENUES****Property Taxes**

3010	Property Tax - Secured (4.9%)	\$ 17,631,000
3011	Property Tax - Unitary	159,000
3020	Property Tax - Unsecured (4.9%)	669,500
3050	Property Tax - Prior Unsecured	65,000
3054	Supplemental Property Tax - Current	<u>165,500</u>
	<b>Total Taxes Revenue</b>	<b>18,690,000</b>

**Use of Money and Property**

3380	Interest Income	150,000
3409	Rental Property Income	<u>10,000</u>
	<b>Total Use of Money and Property</b>	<b>160,000</b>

**Intergovernmental Revenue - State**

3750	State-Emergency Assistance (Fire Asgmt)	500,000
4220	Homeowners Property Tax Relief	79,500
4310	State Grant (Cal Fire - Prevention)	<u>150,000</u>
	<b>Total Intergovernmental Revenue - State</b>	<b>729,500</b>

**Intergovernmental Revenue - Federal**

4476	Federal Emergency Assistance (Fire Asgmt)	250,000
4610	Federal Aid for Disaster (COVID)	<u>82,500</u>
	<b>Total Intergovernmental Revenue - Federal</b>	<b>332,500</b>

**Charges for Services**

5105	Reimbursement for District Services	<u>208,500</u>
	<b>Total Charges for Services</b>	<b>208,500</b>

**Miscellaneous Revenue**

5909	Other - Miscellaneous Revenue	<u>8,500</u>
	<b>Total Miscellaneous Revenue</b>	<b>8,500</b>

**TOTAL REVENUES** **\$ 20,129,000**



**FUND 3650 - GENERAL FUND****Final Budget****FY 2020-21****EXPENDITURES****Salaries & Employee Benefits**

6100	Regular Salaries	\$	8,464,000
6300	Overtime		184,000
6301	Overtime - Fire Reimbursable		500,000
6310	Overtime - Constant Staffing		950,000
6400	Retirement Contributions		3,280,000
6450	Supp Retirement Contribution		1,000,000
6550	FICA/Medicare		152,000
6600	Insurance Contributions		2,126,000
6700	Unemployment Insurance		6,000
6900	Workers Compensation Insurance		550,000
	<b>Total Salaries &amp; Employee Benefits</b>	\$	17,212,000

**Services & Supplies**

7030	Clothing and PPE		153,000
	Operational	51,000	
	Turnout sets	72,000	
	Class A Uniforms	30,000	
7050	Communications		132,500
	Operational	115,000	
	iPads/accessories for field operations	17,500	
7060	Food		2,500
7070	Household Supplies		33,000
7090	Insurance: Liability/Auto/Prop.		42,000
7120	Equipment Maintenance		50,000
7200	Structure and Ground Maintenance		103,500
	Operational	38,500	
	Rental unit repairs (1259 EVR)	35,000	
	Solar/generator integration	30,000	
7205	Fire Defense Zone (Hazard Mitigation)		250,000
7322	Consulting and Management Fees		2,000
7324	Audit and Accounting Fees		30,000



**FUND 3650 - GENERAL FUND**

		<b>Final Budget</b>
		<b>FY 2020-21</b>
		<hr/>
7348	Instruments & Equipment	132,000
	Hose equipment and maintenance	6,000
	Rope rescue equipment and maint	69,000
	Dosimeters	6,500
	Blower	5,000
	RAWS unit upgrade	3,500
	New E91 Equipment	42,000
7363	Equipment Maintenance (Vehicles)	140,000
	Operational	80,000
	Mechanic shop tools/equipment	40,500
	Engine nozzles	10,000
	Truck lift gate	7,000
	Extrication tool mounts	2,500
7400	Medical & First Aid Supplies	83,000
	Operational	43,000
	AEDs (10)	20,000
	Advanced life support equipment	20,000
7430	Memberships	14,000
7450	Office Expense	84,500
	Operational	27,500
	Office furniture - Prevention	17,000
	Computers	40,000
7460	Professional and Special Services	460,500
	Operational	310,500
	Debris Flow Risk Map update	60,000
	Facilities Project Manager	20,000
	Evacuation Analysis	50,000
	Fire Station Location Study	20,000
7507	ADP Payroll Fees	8,500
7510	Contractual Services	140,000
7530	Publications & Legal Notices	6,000
7540	Rents & Leases - Equipment	4,000
7546	Administrative Tax Expense	245,000
7580	Rents & Leases - Structure (Gibraltar)	9,500
7630	Small Tools & Instruments	14,000





**FUND 3650 - GENERAL FUND****Final Budget  
FY 2020-21**

7650	Special District Expense		65,500
	Operational (permits, fees, other)	25,500	
	Board Elections	15,000	
	Home Hardening Grant Program	25,000	
7671	Special Projects		17,500
	Prevention mailers	10,000	
	Public Education materials	7,500	
7730	Transportation and Travel		35,000
7731	Gasoline/Oil/Fuel		60,000
7732	Training		90,000
	Operational	80,000	
	New hire academy	10,000	
7760	Utilities		45,500
	<b>Total Services &amp; Supplies</b>		<b>2,453,000</b>

**Capital Assets**

8200	Structures & Improvements		135,000
	Facility repairs: HVAC system, flooring	135,000	
8300	Equipment		712,000
	SCBA system replacement	617,000	
	Extractor	45,000	
	ALS equipment - cardiac monitor	30,000	
	Thermal imager cameras	20,000	-
	<b>Total Capital Assets</b>		<b>847,000</b>

**TOTAL EXPENDITURES** **20,512,000**

**Other Financing Uses**

7901	Tfr To Capital Reserves Fund (3652)		475,000
	<b>Total Other Financing Uses</b>		<b>475,000</b>



**FUND 3650 - GENERAL FUND****Final Budget  
FY 2020-21****Changes to Fund Balances****Decrease to Committed**

9850	Salaries and Retirement Contribution	<u>1,000,000</u>
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<b>Decrease to Committed</b>	<b>1,000,000</b>
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**Increase to Unassigned**

9940	Unassigned Fund Balance	<u>142,000</u>
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<b>Increases to Unassigned</b>	<b>142,000</b>
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<b>TOTAL CHANGES TO FUND BALANCES</b>	<u>858,000</u>
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<b>Net Financial Impact</b>	<u>\$ -</u>
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**Fund 3650 Fund Balance Detail**

Fund Balance - Nonspendable (County)	\$ 123,260
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Fund Balance - Restricted (by County)	85,919
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*Reserves: Catastrophic	2,710,000
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*Reserves: Economic Uncertainties	4,330,000
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Fund Balance - Unrestricted Residual	<u>4,526,937</u>
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Projected Fund Balance at Year End	\$ 11,776,116
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\*Reserves Policy adopted as part of Capitol PFG Financial Analysis recom



**FUND 3652 - CAPITAL RESERVES FUND**

**Final Budget**  
**FY 2020-21**

**REVENUES****Use of Money and Property**

	3380 Interest Income	\$	32,500
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	<b>Total Use of Money and Property</b>		<b>32,500</b>
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**Other Financing Sources**

	5910 Transfer from General Fund (3650)		475,000
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	<b>Total Financing Sources</b>		<b>475,000</b>
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	<b>TOTAL REVENUES</b>	\$	<b>507,500</b>
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**EXPENDITURES****Capital Assets**

	8300 Equipment		
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	Vehicle (Battalion Chief 96)	\$	80,000
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	Vehicle compressor (Repair 91 - carryover)		14,000
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	<b>Total Capital Assets</b>		94,000
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	<b>TOTAL EXPENDITURES</b>	\$	<b>94,000</b>
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**Changes to Fund Balances****Increase to Assigned**

	9901 Purpose of Fund		413,500
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	<b>Increase to Assigned</b>		<b>413,500</b>
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	<b>TOTAL CHANGES TO FUND BALANCES</b>		<b>(413,500)</b>
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	<b>Net Financial Impact</b>	\$	<b>-</b>
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**Fund 3652 Fund Balance Detail**

	Fund Balance - Restricted (by County)		18,161
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	Fund Balance - Assigned		3,014,072
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	Projected Fund Balance at Year End		3,032,233
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**FUND 3653 - LAND & BUILDING FUND\***

**Final Budget**  
**FY 2020-21**

**REVENUES****Use of Money and Property**

3380	Interest Income	\$	95,000
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	<b>Total Use of Money and Property</b>		<b>95,000</b>
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	<b>TOTAL REVENUES</b>	<b>\$</b>	<b>95,000</b>
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**EXPENDITURES****Capital Assets**

8100	Land		200,000
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8200	Structures and Improvements		
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	Rental property rebuild		1,000,000
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	Solar project infrastructure		279,500
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	<b>Total Capital Assets</b>		<b>1,479,500</b>
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	<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>1,479,500</b>
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**Changes to Fund Balances****Decrease to Assigned**

9901	Purpose of Fund		1,384,500
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	<b>Decrease to Assigned</b>		<b>1,384,500</b>
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	<b>TOTAL CHANGES TO FUND BALANCES</b>		<b>1,384,500</b>
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	<b>Net Financial Impact</b>	<b>\$</b>	<b>-</b>
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**Fund 3653 Fund Balance Detail**

	Fund Balance - Restricted (by County)		44,235
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	Fund Balance - Assigned		4,995,305
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	Projected Fund Balance at Year End		5,039,540
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\*Eastern Montecito property acquisition and fire station construction fund as recommended in the November 2014 Standards of Coverage Study adopted by the Board of Directors on January 21, 2015.





# Agenda

## Item #4






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## STAFF REPORT

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**To:** Montecito Fire Protection District Board of Directors  
**From:** Kevin Taylor, Fire Chief *KT*  
**Prepared by:** Araceli Nahas, Accountant *AN*  
**Date:** September 28, 2020  
**Topic:** Appropriations Limit Calculation for Fiscal Year 2020-21

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### Summary

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This report details the factors used to calculate the appropriations limit for fiscal year 2020-21.

### Discussion

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In November 1979, California voters passed Proposition 4 (the Gann Initiative), which added Article XIII B to the State Constitution. This article establishes limits on the appropriation of proceeds of taxes. In June of 1990, the voters passed Proposition 111, which updates the State's and local agencies' appropriations limit calculation to allow for new funding, while still providing an overall limit on state and local funding.

Prior to the passage of Proposition 111, the limit was based on the 1978-79 proceeds of taxes adjusted annually for population and cost of living changes. Proposition 111 established new cost of living factors and new population factors for use by local governments. Below are the two types of factors, their associated values specific to the District, and Staff's recommended option for each:

**Cost of Living:** Local governments may annually choose, by a recorded vote of the governing body, either:

- The change in California per capita personal income (3.73% for FY 2020-21) as provided by the Department of Finance, or
- Recommended option: The percentage change in the jurisdiction's assessed valuation from non-residential new construction (20.27% for FY 2020-21). The change in non-residential new construction is \$105 million (mostly from the Rosewood Miramar project), which is divided by the change in gross assessed value of \$519 million to calculate the annual percentage change.

**Population:** Option to choose the change for the whole County, or the unincorporated area of the County:

- Recommended option: The change for the County (0.26% in FY 2020-21), or
- The change for the unincorporated area of the County (-0.14% in FY 2020-21).

## Conclusion

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Staff recommends approval of the attached resolution and appropriations limit for FY 2020-21 using the following factors:

- Cost of Living: The change in the District Non-Residential New Construction of 20.27%, or a factor of 1.2027, and
- Population: The change in the County of Santa Barbara of 0.26%, or a factor of 1.0026.
- This results in an increase in the appropriation limit by a factor of 1.20583 to \$29,000,067.

The Board has the option to:

- a. Accept the report of the Proposition 4/111 Appropriations Limit as shown in Exhibits I and II for FY 2020-21 and Resolution 2020-10.
- b. Amend, modify or reject the above option.

## Attachments

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**Exhibit I:** Appropriations Limit Calculation for FY 2020-21

**Exhibit II:** Appropriations Limit Summary updating factors and calculations for FY 2020-21

**Exhibit III:** Department of Finance Letter for FY 2020-21

**Resolution 2020-10:** Establishing Appropriations Limit for FY 2020-21

## Strategic Plan Reference

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Strategic Plan Goal #9, Ensure Financial Accountability & Transparency

**Montecito Fire Protection District**  
**Appropriations Limit Calculation for FY 2020-21**

EXHIBIT I

<b>TAX REVENUE</b>	<u>Estimated</u>	
Property Tax - Current Secured	17,631,000	
Property Tax - Unitary	159,000	
Property Tax - Current Unsecured	669,500	
Property Tax - Prior Unsecured	65,000	
Property Tax - Current Supplemental	165,500	
Homeowners Property Tax Relief	<u>79,500</u>	
Total Tax Revenue		\$ 18,769,500
Interest Income		<u>150,000</u>
<b>Total Revenues Subject to the Limit</b>		<b>\$ 18,919,500</b>
 <b>EXEMPTIONS TO THE APPROPRIATIONS LIMIT</b>		
FLSA Wages	675,000	
FICA/Medicare Taxes	152,000	
Qualified capital outlay projects	<u>280,000</u>	
Total Exemptions		<u>1,107,000</u>
<b>Total Estimated Tax Proceeds Subject to the Limit</b>		<b>\$ 17,812,500</b>
2020-21 Calculated Appropriation Limit		<u>29,000,067</u>
Calculated Appropriations (Over)/Under Limit		11,187,567
Excluded Appropriations per Voter Approved Prop 4 Override Election*		<u>(11,187,567)</u>
<b>Appropriations (Over)/Under Limit</b>		<b>\$ -</b>

\*Measure V2018 passed July 2018

**Montecito Fire Protection District  
Appropriations Limit Summary**

EXHIBIT II

<b>Fiscal Year</b>	<b>Per Capita Factor</b>	<b>PI or NRNC</b>	<b>Population Factor</b>	<b>County or Unincorp</b>	<b>Calculation Factor</b>	<b>Appropriation Limit</b>
2020-21	1.2027	NRNC	1.0026	CTY	1.20583	29,000,067
2019-20	1.1912	NRNC	1.0043	CTY	1.19632	24,049,939
2018-19	1.6638	NRNC	1.0138	UNINC	1.68676	20,103,230
2017-18	1.0692	NRNC	1.0082	UNINC	1.07797	11,918,248
2016-17	1.0537	PI	1.0102	UNINC	1.06445	11,056,223
2015-16	1.0382	PI	1.0111	CTY	1.04972	10,386,816
2014-15	1.0003	NRNC	1.0110	UNINC	1.01130	9,894,807
2013-14	1.0512	PI	1.0107	UNINC	1.06245	9,784,213
2012-13	1.0398	NRNC	1.0063	UNINC	1.04635	9,209,123
2011-12	1.2561	NRNC	1.0181	UNINC	1.27884	8,801,182

May 2020

Dear Fiscal Officer:

**Subject: Price Factor and Population Information**

**Appropriations Limit**

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2020, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2020-21. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2020-21 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

**Population Percent Change for Special Districts**

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

**Population Certification**

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2020.**

**Please Note:** The prior year's city population estimates may be revised. The per capita personal income change is based on historical data. Given the stay-at-home orders due to COVID-19, growth in the coming years may be substantially lower than recent trends.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

/s/ Keely Martin Bosler

KEELY MARTIN BOSLER  
Director

Attachment

**Attachment A**

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2020-21 appropriation limit is:

## Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2020-21	3.73

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2020-21 appropriation limit.

**2020-21:**

Per Capita Cost of Living Change = 3.73 percent  
 Population Change = 0.22 percent

Per Capita Cost of Living converted to a ratio:  $\frac{3.73 + 100}{100} = 1.0373$

Population converted to a ratio:  $\frac{0.22 + 100}{100} = 1.0022$

Calculation of factor for FY 2020-21:  $1.0373 \times 1.0022 = 1.0396$



## Fiscal Year 2020-21

<b>County City</b>	<b><u>Percent Change</u></b>	<b><u>--- Population Minus Exclusions ---</u></b>		<b><u>Total Population</u></b>
	<b>2019-2020</b>	<b>1-1-19</b>	<b>1-1-20</b>	<b>1-1-2020</b>
Santa Barbara				
Buellton	1.05	5,407	5,464	5,464
Carpinteria	-0.23	13,366	13,335	13,335
Goleta	0.95	31,920	32,223	32,223
Guadalupe	4.02	7,769	8,081	8,081
Lompoc	-0.28	40,959	40,843	43,786
Santa Barbara	0.43	93,088	93,491	93,511
Santa Maria	0.41	106,969	107,407	107,407
Solvang	-0.23	5,575	5,562	5,562
Unincorporated	-0.14	140,239	140,040	142,471
<b>County Total</b>	<b>0.26</b>	445,292	446,446	451,840



**RESOLUTION 2020-10**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE MONTECITO FIRE PROTECTION DISTRICT  
ESTABLISHING APPROPRIATION LIMITS UNDER ARTICLE XIII B  
OF THE STATE CONSTITUTION OF THE STATE OF CALIFORNIA**

WHEREAS, Section 7910 of the Government Code, which became effective on January 1, 1981, requires the governing body of each local jurisdiction to establish by Resolution its appropriation limit for the following fiscal year pursuant to Article XIII B of the California State Constitution at a regularly scheduled or noticed special meeting; and

WHEREAS, it is the intent of the Board of Directors to establish a limit for 2020-21 based on the measure approved by the voters July 24, 2018; and

WHEREAS, at least fifteen (15) days prior to this date, documentation of the appropriation limit was available for public inspection in the office of the District; and

WHEREAS, the District must annually select price and population factors that may be used by the District in setting their appropriation limit and therefore elects for FY 2020-21 to use the change in assessed value due to non-residential new construction of 1.2027 for the Per Capita factor and the change in the County population of 1.0026 for the Population factor; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Montecito Fire Protection District that the Board elects for FY 2020-21 to use the change in non-residential new construction of 1.2027 and the change in the County population of 1.0026. The factors increase the appropriation limit by a factor of 1.20583 and sets the appropriation limit for fiscal year 2020-21 at \$29,000,067 before application of a voter approved appropriations limit override.

PASSED AND ADOPTED by the Board of Directors of the Montecito Fire Protection District this 28<sup>th</sup> day of September, 2020, by the following vote:

AYES:  
NAYS:  
ABSENT:  
ABSTAIN:

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Sylvia Easton, President

ATTEST:

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Judith Ishkanian, Secretary



# Agenda

## Item #5





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## STAFF REPORT

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**To:** Montecito Fire Protection District Board of Directors  
**From:** Kevin Taylor, Fire Chief *(KT)*  
**Prepared by:** Araceli Nahas, District Accountant *AN*  
**Date:** September 28, 2020  
**Topic:** Reimbursement Disclosure Report for FY 2019-20

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### Summary

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The following report discloses any reimbursements paid by the District to employees and members of the governing board of at least \$100 for services or products received. The report is prepared pursuant to California Government Code Section 53065.5, which requires that this information is published at least annually and is available for public inspection.

### Conclusion

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Staff recommends that the Board accept and file the Reimbursement Disclosure Report for FY 2019-20 as presented.

### Attachments

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1. Reimbursement Disclosure Report for FY 2019-20

### Strategic Plan Reference

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Strategic Plan Goal #9, Ensure Financial Accountability and Transparency

Date	Name	Description	Lodging	Meals	Tuition	Trans-	Other	Total
07/26/19	Robert Galbraith	Trauma Symposium			155.00			155.00
07/26/19	Shawn Whilt	Trauma Symposium			155.00			155.00
07/26/19	Andrew Rupp	Trauma Symposium			155.00			155.00
07/26/19	Kurt Hickman	Trauma Symposium			165.00	66.47		231.47
07/29/19	Shaun P Davis	Academy supplies					254.18	254.18
07/30/19	Andrew Rupp	Company Officer 2C		276.00	350.00			626.00
08/16/19	Garet Blake	Battery restock					238.82	238.82
08/16/19	David Johnson	Fire Investigation 1A		345.00	320.00		77.00	742.00
08/16/19	Trevor Burch	Paramedic recertification			209.00			209.00
08/16/19	Trevor Burch	Pediatric ALS			150.00			150.00
08/22/19	Nic Elmquist	Fire assignment - meals		152.00				152.00
08/22/19	Travis Ederer	Fire assignment - meals		170.00				170.00
08/26/19	Garet Blake	Batteries for SCBA's					147.14	147.14
08/26/19	Leslie Muller	John P. Redmond Symposium	1,094.50	345.00	500.00	657.66		2,597.16
08/26/19	Brandon Bennewate	Trauma Symposium			165.00		30.00	195.00
09/03/19	Scott Chapman	Columbia Southern PSY 3140			607.50			607.50
09/24/19	Jeff Villarreal	Fire assignment - fuel				214.70		214.70
09/24/19	Maeve Juarez	Liaison Officer		69.00		98.48		167.48
09/25/19	Nic Elmquist	Fire assignment - meals		239.00				239.00
09/25/19	Evan Skei	John P. Redmond Symposium	1,094.50	345.00	500.00	698.62		2,638.12
09/30/19	Kevin Cooper	Atkins meeting lodging	169.63					169.63
09/30/19	Travis Ederer	Cal Chiefs Annual Conference	577.98					577.98
09/30/19	Andrew Rupp	Company Officer 2E	866.55	276.00	350.00	189.08	162.54	1,844.17
10/15/19	Shaun P Davis	Rio Hondo Truck Academy		345.00	542.66			887.66
10/25/19	Lucas Grant	Hazmat IC	417.17	147.00	300.00			864.17
10/25/19	Travis Ederer	L-958 Operations Section Chief	528.92	257.00				785.92
10/25/19	Stephen Cochran	Rescue Systems 1	1,281.30	312.00	675.00	408.73	52.50	2,729.53
10/25/19	Shawn Whilt	Rio Hondo Truck Academy		275.00	542.66			817.66
10/25/19	Jered Walberg	Rio Hondo Truck Academy	913.98	345.00	542.66			1,801.64
10/29/19	Trevor Burch	ACLS/PALS Refresher			150.00			150.00
10/29/19	Andrew Rupp	Rescue Systems 2		90.00	270.94	28.77		389.71
10/29/19	Kevin French	Trench Rescue Technician		54.00	300.00	60.32		414.32
10/30/19	Shawn Whilt	Hazmat IC		110.00	300.00			410.00
10/31/19	Shaun P Davis	My Committee subscription					209.00	209.00
11/04/19	Scott Chapman	Columbia Southern PSY 3150			621.00			621.00
11/13/19	Shawn Whilt	Trench Rescue Technician		54.00	300.00			354.00



Date	Name	Description	Lodging	Meals	Tuition	Trans-	Other	Total
11/21/19	Maeve Juarez	Fire assignment - meals		455.00				455.00
11/21/19	Jess Moran	Mechanic repair parts					499.42	499.42
11/22/19	Shawn Whilt	Company Officer 2A		72.00	350.00			422.00
11/22/19	Ryland Mccracken	Fire Assignment - fuel				127.68		127.68
11/22/19	Stephen Cochran	Station photos framed					301.70	301.70
12/02/19	Andrew Rupp	Company Officer 2A		72.00	350.00	13.46		435.46
12/02/19	Lucas Grant	Company Officer 2A		72.00	350.00			422.00
12/02/19	Nicholas Eubank	Company Officer 2A		54.00	350.00			404.00
12/02/19	Scott Chapman	Fire assignment - meals/lodging	510.40	363.00				873.40
12/02/19	Jered Walberg	Image Trend training		157.00		34.16		191.16
12/02/19	Ryland Mccracken	Image Trend training		157.00		30.00	38.00	225.00
12/02/19	Stephen Cochran	Rio Hondo Truck Academy	1,027.35		542.66			1,570.01
12/02/19	Jered Walberg	Trench Rescue Technician		207.00	300.00			507.00
01/02/20	Jess Moran	Engine build inspection trip		101.00				101.00
01/14/20	David Johnson	Company Officer 2A		72.00	350.00	88.86		510.86
01/14/20	David Johnson	Company Officer 2D		183.00	325.00			508.00
01/14/20	Lucas Grant	Company Officer 2D	915.20	220.00	325.00	88.50		1,548.70
01/14/20	Lucas Grant	Company Officer 2E	759.80	220.00	325.00			1,304.80
01/14/20	Benjamin Hauser	Engine build inspection trip		101.00		17.94		118.94
01/14/20	Jeff Villarreal	Engine build inspection trip		101.00			86.98	187.98
01/14/20	Eric Klemowicz	L-954 Safety Officer	711.72	257.00	385.00	145.00		1,498.72
01/16/20	Nicholas Eubank	HazMat Instructor	426.34	73.00		154.28		653.62
01/21/20	David Johnson	Company Officer 2C		276.00	350.00	81.27		707.27
01/21/20	Lucas Grant	Company Officer 2C	688.41	276.00	350.00	95.00		1,409.41
02/01/20	Garet Blake	ACLS/PALS Refresher			320.00			320.00
02/01/20	Robert Galbraith	Allan Hancock courses (3)			723.88			723.88
02/01/20	Travis Ederer	LCW Conference	673.92			527.56		1,201.48
02/05/20	Andrew Rupp	Car Seat Technician renewal	155.96	92.00	470.96	118.86	20.00	857.78
02/05/20	Benjamin Hauser	Fire Operations Tech Summit		102.00				102.00
02/05/20	Robert Galbraith	NFPA PPE Care Training			125.00			125.00
02/05/20	David Johnson	Red Helmet training	414.33	266.00	362.00	281.18		1,323.51
02/05/20	Daniel Arnold	S-230 Crew Boss		54.00	295.00			349.00
02/05/20	Daniel Arnold	S-231 Engine Boss		36.00	195.00			231.00
02/07/20	Brandon Bennewate	ACLS/PALS Refresher		18.00	320.00	208.15		546.15
02/07/20	Brandon Bennewate	Instructor 1		72.00	80.00	254.73		406.73
02/13/20	Scott Chapman	Cal Chiefs Annual Conference	396.72	102.00				498.72

Date	Name	Description	Lodging	Meals	Tuition	Trans-	Other	Total
02/25/20	Trevor Burch	S-290 Wildland Fire Behavior		72.00	150.00	19.55		241.55
03/03/20	Jordan Zeitsoff	Firehouse World Conference		294.00				294.00
03/03/20	David Johnson	Hazmat IC	125.65	101.00	300.00	147.78		674.43
03/03/20	Nicholas Eubank	HazMat IC	389.84	66.00	199.00			654.84
03/03/20	Shawn Whilt	ICS-300		54.00	250.00			304.00
03/12/20	Scott Chapman	Firehouse World Conference	2,087.28	276.00				2,363.28
03/12/20	Benjamin Hauser	Firehouse World Conference		276.00				276.00
03/12/20	Daniel Arnold	Firehouse World Conference		294.00				294.00
03/19/20	Kevin Taylor	CPSE Excellence Conference	715.52			528.40		1,243.92
03/19/20	Kevin Taylor	Fuel for department vehicle					143.16	143.16
03/19/20	Kevin Taylor	LCW Conference				83.11	32.00	115.11
03/19/20	Kevin Taylor	Protect Your City From Wildfire Conf			495.00			495.00
03/19/20	Trevor Burch	S-215 Wildland Urban Interface	425.60	276.00	280.00	105.80		1,087.40
03/19/20	Stephen Cochran	Trench Rescue Technician	384.94	179.00	280.00	132.30		976.24
03/25/20	Mike Elliott	Over-deduction of garnishment					115.99	115.99
04/09/20	Jess Moran	Firehouse World Conference		331.00				331.00
04/09/20	Kevin Taylor	Wildland Urban Interface Conf				694.40		694.40
04/10/20	Kevin Taylor	Thermometers (3)					674.12	674.12
04/20/20	Kevin Taylor	Cloth coverings (40)					1,324.40	1,324.40
06/02/20	David Johnson	South Canyon Staff Ride flights				786.80		786.80
06/08/20	Eric Klemowicz	Wildland fire tools					340.00	340.00
06/24/20	Garet Blake	Gatorade and water					105.19	105.19
06/24/20	Stephen Cochran	S-219 Firing Operations		72.00		94.66		166.66
06/25/20	Nicholas Eubank	Company Officer 2E		29.08	80.00	31.40		140.48
06/25/20	Shawn Whilt	Company Officer 2E		54.00	80.00			134.00
06/25/20	Trevor Burch	Driver/Operator 1A		54.00		144.90		198.90
06/26/20	Robert Galbraith	Allan Hancock course			382.50			382.50
06/26/20	Shaun P Davis	Allan Hancock course			249.00			249.00
06/26/20	Brandon Bennewate	Company Officer 2E		72.00	80.00	142.60		294.60
06/29/20	Shaun P Davis	Allan Hancock courses (3)			798.25			798.25
06/30/20	Andrew Rupp	Paramedic recertification			200.00			200.00

17,753.51    10,937.08    19,694.67    7,601.16    4,852.14    60,838.56

Reimbursement Disclosure Report prepared pursuant to California Government Code Section 53065.5

# Agenda

## Item #6



## MONTECITO FIRE PROTECTION DISTRICT

### Minutes for the Regular Meeting of the Board of Directors

August 24, 2020 at 2:00 p.m.

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

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

**Present:** Director Easton, Director Ishkanian, Director van Duinwyk, Director Lee, Director Powell. Chief Taylor and District Counsel Mark Manion were also present.

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

There were no public comments at this meeting.

- 2. Receive presentation from PARS/Highmark representatives, Mitch Barker and Tory Milazzo, regarding the District's post-retirement benefits trust investment plans. (Strategic Plan Goal 9.1)**

PARS/Highmark representatives, Mitch Parker, Angela Tang and Tory Milazzo provided a power point presentation regarding the District's post-retirement benefits trust investment plans.

- 3. Consider declaring Prevention 98 as surplus and authorize the Fire Chief to sell, donate, or dispose of the vehicle as specified in the Surplus Property policy. (Strategic Plan Goal 6)**
  - a. Staff report presented by Chief Taylor.**

Chief Taylor provided a staff report regarding Prevention 98. Motion to authorize the Fire Chief to sell, donate or dispose of the vehicle as specified in the Surplus Property policy made by Director Powell, seconded by Director van Duinwyk. The Roll Call vote was as follows:

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

Nays: None

Abstain: None

Absent: None

- 4. Report from the Finance Committee. (Strategic Plan Goal 9.1)**

**a. Review PARS Post-Employment Benefits Trust statements for May and June 2020.**

Director van Duinwyk provided a report regarding the PARS Post-Employment Benefits Trust statements for May and June 2020.

**b. Consider recommendation for contribution schedule to PARS Pension Trust.**

Director van Duinwyk highlighted the recommendation from PARS/Highmark representatives, to contribute \$500,000 now and \$500,000 after the election to the PARS Pension Trust. Motion to approve the contribution schedule made by Director Lee, seconded by Director van Duinwyk. The Roll Call vote was as follows:

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

Nays: None

Abstain: None

Absent: None

**c. Consider recommendation to approve Financial Summary for FY 2019-20.**

District Accountant Nahas provided a report regarding the Financial Summary for FY 2019-20. Motion to approve the Financial Summary for FY 2019-20 made by Director Powell, seconded by Director van Duinwyk. The Roll Call vote was as follows:

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

Nays: None

Abstain: None

Absent: None

**d. Review the recommended Final Budget for FY 2020-21.**

District Accountant Nahas provided a report regarding the Final Budget for FY 2020-21.

**5. Approval of Minutes of the July 27, 2020 Regular Meeting.**

Motion to approve the minutes of the July 27, 2020 Regular meeting made by Director van Duinwyk, seconded by Director Powell. The Roll Call vote was as follows:

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

Nays: None

Abstain: None

Absent: None

## 6. Fire Chief's report.

Chief Taylor highlighted the District's recognition from the American Heart Association. The Chief highlighted two letters from community members thanking the Wildland Specialists for their great work. Chief Taylor stated that there were no significant calls last month, and the Department appears to be back at the normal pre COVID-19 call volume of 130-150 calls per month. Chief Taylor stated that the Department remains in Phase 2 of the Continuity of Operations Plan. He added the County has seen a slight down trend in COVID cases over the last two weeks, averaging 50 per day. He stated that all firefighters are still practicing social distancing and wearing face coverings at the stations. He added that all Personal Protective Equipment inventories are good. Chief Taylor provided information regarding partnerships with Santa Barbara County Roads, the Sheriff's Office and the Montecito Association. The Chief stated that 13 personnel are assigned out on incidents, and provided an update regarding major fires within California. He also noted that the Department remains fully staffed with a normal compliment of firefighters, ready to handle any emergency in the District. The Chief stated the Fire Station Location Study is continuing as advertised. He stated all data has been submitted to the consultant, and the Committee anticipates a mid- November or early December community meeting. Chief Taylor stated that the solar contract was signed last Wednesday, and the District should see movement on that project shortly. Chief Taylor stated the Department has engaged Atkins Engineering to update the Debris Flow Risk Map, as well as the biologist, Kevin Cooper for the watershed study (a critical component of the Debris Flow Risk Map). He noted the map will be published in early December.

## 7. Board of Director's report.

There were no items to report at this meeting.

## 8. Suggestions from Directors for items other than regular agenda items to be included for the September 28, 2020 Regular Board meeting.

There were no additional suggestions from the Directors.

Meeting Adjourned at 3:15 p.m.

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President Sylvia Easton

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Secretary Judith Ishkanian





# Agenda

## Item #7





# 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

August 14, 2020

Fire Chief Kevin Taylor  
Montecito Fire Department  
595 San Ysidro Rd.  
Santa Barbara, CA 93108

Dear Chief Taylor,

I would like to take a moment to express my thanks to Battalion Chief Aaron Briner for the outstanding work on Strike Team 1521 C during the Apple Fire.

This was BC Briners' first Strike Team assignment as a STEN (t) and he performed well. Aaron set the tone early with the whole group. He outlined his rules and things that needed to be adhered to. What Aaron lacks in fire experience, he more than makes up with common sense and humility. He is a good leader who the crews reacted to positively. BC Briner is funny, polite, respectful, hardworking, knowledgeable and generous. His concern for the wellness and safety of the whole Strike Team was obvious. His skill in camp is second to none. Aaron just knows how to handle people, me included. Aaron gets the bigger picture of the Fire Service. It was a really fun assignment with lots to do.

BC Briner will do well when he takes out his own Strike Team and will be able to teach your department's trainees a good way to handle people. He led the troops by example and they followed him.

It was a pleasure to work alongside Aaron for ten days. He made me better. You should be proud of the job he did for Strike Team 1521 C. I sure was. Thank you.

Sincerely,

Jim McCoy  
Battalion Chief / Strike Team Leader

CHIEF,  
WHAT A GOOD GUY  
YOU HAVE. IT WAS  
A GOOD ASSIGNMENT.  
Jim

September 28, 2020



# City of Santa Barbara

## Fire Department

[www.SantaBarbaraCA.gov](http://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

August 14, 2020

Fire Chief Kevin Taylor  
Montecito Fire Department  
595 San Ysidro Rd  
Santa Barbara, CA 93108

Dear Chief Taylor,

I would like to take a moment to express my thanks to Engine 391's crew for the outstanding work on Strike Team 1521 C during the Apple Fire.

Captain Jeff Villareal, Engineer Billy Wrenn, and Firefighters Kurt Hickman and Nick Eubank worked hard. They fit in well with the other units and made a long assignment pleasant. The whole crew followed direction, were on time and were safe. 1521 C performed a variety of interesting tasks not common to most normal Strike Team requests. All of these tasks were completed professionally. We saw a variety of different Divisions and interesting fire activity.

Jeff and the guys had a good attitude the whole assignment. Jeff was a good Engine Boss allowing the crew to learn and also work hard. Billy was able to impart his old Forest Service skills and knowledge to the crew. They constantly impressed me. Kurt and I have worked together before and he is solid as they come. Nick is a good worker and had a good shift in the Acting Captain role. When it was time to work they worked as hard as anyone. It was impressive that they wanted the same things I did and we achieved the Strike Team goals together. They treated STEN (t) Briner with respect and assisted him in any way they could to help him have a very successful first STEN assignment.

It was a pleasure to work alongside Montecito Engine 391 for ten days. You should be proud of the job they did for Strike Team 1501 C. I sure was.  
Thank you.

Sincerely,

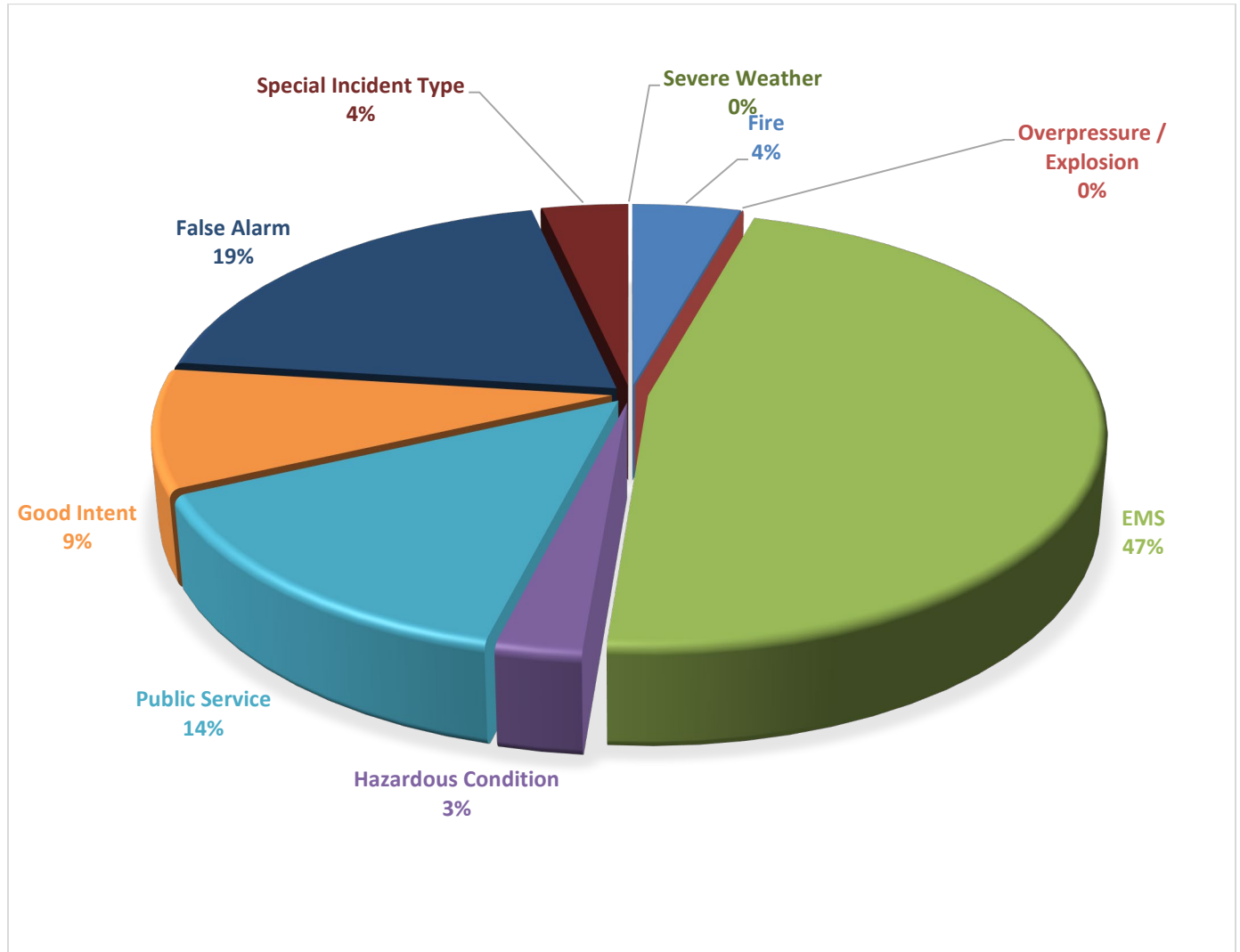
A handwritten signature in blue ink, appearing to read "Jim McCoy".

Jim McCoy Battalion Chief / Strike Team Leader 1521C

## Calls by Incident Type August 2020

**Total Incidents: 113**

Fire: 5	EMS: 53	Explosion/Overheat: 0
Public Service: 16	Hazardous Condition: 3	Good Intent: 10
False Alarm: 22	Severe Weather: 0	Special Incident: 4



**Definitions:**

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

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

### March - August 2020 Incident Trend

