

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS
Montecito Fire Protection District Headquarters
January 21, 2015 at 2:00 p.m.

NOTICE IS HEREBY GIVEN that pursuant to the provisions of Section 54956 of the Government Code, a SPECIAL MEETING of the Governing Board of the Montecito Fire Protection District is hereby called for the 21st day of January, 2015 at 2:00 p.m.

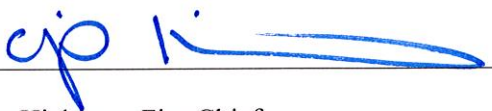
Said meeting will be held at
Montecito Fire District Headquarters,
595 San Ysidro Road.

1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time is allotted for this discussion.)
2. Consider Staff recommendations and comments relating to Citygate Standards of Coverage Study and Risk Assessment recommendations.
3. Consider approval of hiring one additional firefighter in anticipation of an upcoming retirement.
4. Consider approval of Resolution 2015-01 dissolving the Community Outreach Committee.
5. Report from the Finance Committee:
 - a. Consider Committee's recommendation to approve December 2014 financial statements.
6. Approval of Minutes of December 22 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 February Regular Board meeting.

Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is January 16, 2015.

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



STAFF REPORT

Prepared for: Montecito Fire Protection District Board of Directors

Prepared by: Chip Hickman, Fire Chief

Date: January 16, 2015

Topic: Staff Recommendations Relating to Citygate Standards of Coverage Study and Risk Assessment

Summary

On January 22, 2014, Citygate Associates was hired to conduct a performance review of the current delivery of all Fire District emergency response services and make provisions of options or alternatives necessary to meet current best practices in those areas.

This study was part of the District's ongoing effort to evaluate its performance and service levels in terms of best practices, efficiency, customer service, and fiscal responsibility. The report from Citygate provided an overview of their evaluation processes as well as recommendations for implementation to improve core services, increase safety for the public and fire district personnel, and increase efficiency.

Staff has reviewed their recommendations and has prepared an overview of efforts already taking place and future potential implementation plans.

Discussion

Community Risk Assessment

Recommendation #2-1: The District should consider requesting an updated Public Protection Classification Community Survey from the Insurance Services Office.

Insurance Services Office (ISO) is a for profit company that evaluates property/casualty insurance risk, and sells this information to insurance providers. ISO surveys fire department capabilities related to response, training, emergency communications, apparatus, housing of equipment, suppression capabilities and water supply.

The ISO survey involves significant effort on the part of staff to respond and provide them with their requested statistical data to update their existing rating for the District.

A brief survey of local insurance providers indicates that many utilize their own proprietary risk analysis methodology, while others use a hybrid of their own proprietary risk analysis methodology along with ISO ratings. Staff is unaware of any factual data or statistics that indicate a higher or lower ISO rating has any impact on insurance premiums.

Although a rating from ISO is a good measuring stick to evaluate your organization's overall service delivery, there is no obligation to participate in a new survey or update their current rating. Additionally, the recent Citygate Standards of Cover Study has given us a very good evaluation of the District's overall service delivery and made recommendations to improve them.

Staff's recommendation is to postpone any ISO re-evaluation until such time that the District has determined its direction on moving forward with a third station, completion of the new Community Wildfire Protection Plan (CWPP) and its accompanying environmental document, and developed a Strategic Plan.

Recommendation #2-2: The District should update its pre-incident and target hazard plans at least every five years.

The District updates its pre-incident and target hazard plans into a new format regularly. The District's target hazards rarely change in configuration and occupancy. This being the case, the District will continue to update existing plans as needed based on occupancy inspections and responses to the locations. If during these inspections and or responses, a change is needed, they will be updated appropriately.

Recommendation #2-3: Strongly advocate for meaningful reduction of existing access/egress impediments wherever possible.

Staff recognizes that access/egress conditions are critical to life safety of the community and our firefighters. To address these concerns the District already advocates for meaningful reduction of access/egress impediments for all projects requiring Fire Protection Certificates, during our annual hazard reduction program, and during our wildland vegetation management projects.

The Board can assist with this by strongly supporting the State, County and Fire District access codes during Fire Protection Plan updates and appeals brought to the Board by developers and residents.

Recommendation #2-4: Aggressively seek water system improvements where available fire flow does not meet minimum District Fire Protection Plan standards.

The Fire Marshal has been tasked with researching costs associated with conducting a study identifying the fire flow deficiencies in the District. Once estimates have been received, Staff will present this along with recommendations to the Board for further consideration.

Recommendation #2-5: The District should exercise its emergency notification systems and Evacuation Plan, including partner agencies, at least every 12-24 months.

The Communications Coordinator is currently developing a plan to test the District's emergency notification systems. This will include testing of the District's HEARO home alert radios, the AM Radio, NIXLE, social media notifications, and the District's website. It is uncertain at this time, if the District will be able to test the Reverse 911 system, as that is under the direction of the Santa Barbara County Sheriff's Department. The plan being developed by the Communications Coordinator is expected to be implemented by March 2015 and will continue on an annual basis thereafter.

The functional testing of an Evacuation Plan is far more complicated, and can take up to a year of pre-planning to be done effectively. Staff proposes that this be planned for Fiscal Year 2016/17 to allow time for the new Division Chief of Operations to familiarize himself with the District, and provide the necessary time for him to plan the drill with all participating agencies.

Recommendation #2-6: The District should conduct a functional exercise with the Santa Barbara City Hazardous Materials Response Team at least annually.

The District has three (3) employees on the Santa Barbara Hazardous Materials Response Team (Team). As participants, the District engages in annual functional exercises conducted by the Team. Each participating agency (Santa Barbara City, Montecito, and Carpinteria) hosts at least one functional exercise each year.

Recommendation #2-7: Seek reduction to environmental constraints for vegetation removal/modification where possible, especially in those areas of the District adjacent to the native chaparral fuel beds.

The District is currently requesting proposals for a new Community Wildfire Protection Plan (CWPP). This will include an accompanying environmental document pursuant to California Environmental Quality Act, Public Resources Code 21000 et seq. (CEQA). The District's jurisdictional authority is limited to the constraints of the environmental documents, and will be held to the requirements as outlined in these documents.

Recommendation #2-8: Maintain existing vegetation reduction/modification projects to ensure sustained effectiveness.

Recommendation #2-9: Aggressively seek additional landowner agreements for vegetation removal/modification projects, especially in those areas of the District adjacent to the native chaparral fuel beds.

Recommendation #2-10: Aggressively seek additional neighborhood vegetation removal/reduction projects that will reduce wildland fire intensity/spread potential.

Recommendation #2-11: Aggressively seek additional vegetation removal, reduction, and maintenance funding sources.

Recommendations #2-8 through #2-11:

The District is limited to working within its existing CWPP and its accompanying Environmental Impact Report. As stated above, the District is currently requesting proposals for a new CWPP and an accompanying environmental document pursuant to California Environmental Quality Act, Public Resources Code 21000 et seq. (CEQA).

The District pursues funding sources through local, state and federal grant applications as well as local philanthropic opportunities annually, and this will continue to occur.

The Board can assist with this recommendation by continuing to financially support the District's vegetation reduction/modification programs and staffing resources in the future.

Standards of Coverage Study

Recommendation #3-1: The District should adopt comprehensive performance measures for the major types of emergencies to direct fire crew planning and to monitor the operation of the Department. The measures should take into account a realistic company turnout time of 2 minutes and be designed to deliver outcomes that will save patients medically salvageable upon arrival, and to keep small, but serious, fires from becoming greater alarm fires. Citygate recommends these measures be:

3-1.1 Distribution of Fire Stations: To treat medical patients and control small fires, the first-due unit should arrive within 7 minutes, 90 percent of the time from the receipt of the 9-1-1 call in the fire dispatch center. This equates to 1-minute call handling time, 2 minutes company turnout time, and 4 minutes travel time in the most populated areas.

3-1.2 Multiple-Unit Effective Response Force for Serious Emergencies: To confine fires near the room of origin, to stop wildland fires to under three acres when noticed promptly, and to treat up to five medical patients at once, a multiple-unit response of at least 15 personnel should arrive within 11 minutes from the time of 9-1-1 call receipt in fire dispatch, 90 percent of the time. This equates to 1-minute call handling time, 2 minutes company turnout time, and 8 minutes travel time spacing for multiple units in the most populated areas.

3-1.3 Hazardous Materials Response: Provide hazardous materials response designed to protect the community from the hazards associated with uncontrolled release of hazardous and toxic materials. The fundamental mission of the Fire Department response is to minimize or halt the release of a hazardous substance so it has minimal impact on the community. The first company capable of investigating a HazMat release at the operations level should be able to respond within 7 minutes total response time, or less than 90 percent of the time. After size-up and scene evaluation is completed, a determination will be made whether to request additional resources from the District's multi-agency hazardous materials response partnership.

3-1.4 Technical Rescue: Respond to technical rescue emergencies as efficiently and effectively as possible with enough trained personnel to facilitate a successful rescue. Achieve a travel time for the first company in urban to suburban areas for size-up of the rescue within 7 minutes total response time, or less than 90 percent of the time. Assemble additional resources for technical rescue capable of initiating a rescue within a total response time of 11 minutes, 90 percent of the time. Safely complete rescue/extrication to ensure delivery of patient to a definitive care facility.

Staff concurs and recommends that the Board adopt comprehensive performance measures as outlined in 3-1.1. The adoption should include language identifying that the District understands that there are some areas within the District boundaries that fall outside of the response time goals and that the District should continue to work on improving response times to those areas by improving access, vegetation mitigation and other impediments wherever possible.

One of the mitigating opportunities to meeting this response time goal is the construction of a third station in the east end of the District followed by moving Station 1 equipment closer to the freeway in the San Leandro/San Ysidro Road area, as suggested in Recommendations #3-2 and #3-3 respectively.

Recommendation #3-2: The District and residents would improve first-due unit and multiple-unit coverage by locating a 3rd fire engine in east Montecito.

Staff concurs and recommends that the Board begin discussions on acquiring the land identified for the currently planned third station on the Rancho San Carlos property. The Board can re-evaluate previously identified locations, but barring a willing seller from another site, the Rancho San Carlos location is still the most logical site:

- *An EIR for the location will be completed soon*
- *Preliminary plans have been drawn and approved by the Montecito Association*
- *It provides the least amount of impact to existing neighbors*

It is not recommended that the District pursue additional site selection studies, because, although property owners may (or may not) have changed, the basic research conducted

regarding the pros and cons of each location has not. (See attached Summary of Site Selection Criteria extracted from the 2008 Station 3 Site Identification Study.)

Additionally, the District has already invested \$462,185 for the station at the Rancho San Carlos location, including the original EIR, preliminary building plans and legal fees. Not moving forward with this specific site, would be starting over from scratch and leaving these investments and efforts on the table.

Recommendation #3-3: The District should consider a long-term strategy to operate a three-fire-station model in the shape of a triangle, relocating Station 1 closer to the coast. Doing so would best fit the topography.

Staff concurs, however, this should only be considered after the acquisition of property for a third station on the east end of the District. If, and when that occurs, Staff recommends that the Board consider the limited options for land purchases to accommodate the recommendation of a triangle configuration. Currently there are only two vacant properties that would meet the needs for relocating Station one equipment based on this recommendation. There could be potential willing sellers in residential structures in this vicinity, but all of these options may be met with resistance from property owners or neighboring properties.

If there are no willing sellers, the Board would have to consider whether the District should pursue eminent domain procedures to acquire property in order to move forward with this recommendation.

It is Staff's opinion that it would be an inefficient use of District resources and funding to pursue this as a long term goal if there are no willing sellers, and eminent domain isn't considered a viable option to obtain property.

Recommendation #3-4: The District should consider staffing all stations with paramedic engines to lower paramedic response times significantly throughout the District.

This recommendation is currently being met 80% of the time. We are moving toward paramedic staffing that would allow for this to occur. When the current hiring process is complete and our newly hired paramedic has completed the District's academy, we will have the necessary firefighter/paramedics to staff both stations with paramedics 100% of the time.

After the District has ample time to evaluate the effectiveness of this deployment model, Staff will be able to make a more informed recommendation related to the fiscal and logistical impacts associated with this approach.

Headquarters and Support Systems Review

Recommendation #4-1: Future job descriptions and recruitments for the Fire Chief or Division Chief positions should include a requirement for possessing a combination of a Bachelors or Masters degree in Public or Business Administration along with a Chief Officer Certification from the California Fire Service Training and Education System, or its equivalent; Fire Chief and Division Chiefs should also be encouraged and supported to attend appropriate professional training, including National Fire Academy classes and/or its Executive Fire Officer program.

The District included these recommendations in the recent hiring for the Shift Battalion Chief and Division Chief. Both candidates hold Bachelor degrees as well as Chief Officer certifications, and the new Division Chief is scheduled to complete his Master's Degree in Emergency Management in July 2015.

Staff proposes that these recommendations not be required and remain highly desired until such time that an educational program is developed with financial support to bring current employees up to this standard. This could transition to "requirements" in the job descriptions over a reasonable period of time to allow existing employees an opportunity to obtain the required education and training.

Recommendation #4-2: The District should consider establishing an operational-level Health and Safety Committee that meets regularly to review all occupational injuries, illnesses, and accidents as recommended by the NFPA and industry best practices.

Recommendation #4-3: The District should consider conducting a Health and Safety program compliance evaluation in accordance with NFPA 1500 Annex B as a key step in executing an effective Health and Safety program.

Recommendations #4-2 through #4-3:

Currently one of the District's Shift Battalion Chiefs is in charge of safety. He is assigned to review the specifics of all occupational injuries, illnesses, and accidents, and discusses concerns, recommendations, and mitigation measures with the Division Chief.

NFPA 1500, which provides direction on conducting a Health and Safety program, has many components in it that should be researched further by Staff before considering implementation and the need to expand the review of occupational injuries, illnesses, and accidents to a full committee.

Recommendation #4-4: The District should consider including possession of certain minimum professional certification(s), or the ability to obtain them within a reasonable

established timeframe from date of employment, as part of the minimum requirements for the District's mechanic position classification.

The District's job description for Fire Mechanic already includes professional certifications, including Automotive Service Excellence (ASE) Master Mechanic, ASE Truck Technician, and State Fire Marshal Fire Equipment Mechanic I and II. In the past, the District's Fire Mechanic has been directed to prioritize other job responsibilities in lieu of pursuing these certifications.

Staff recommends encouraging and supporting the completion of these certifications within a reasonable amount of time.

Recommendation #4-5: The District should consider encouraging and supporting the District Mechanic to attain professional certification as recommended by NFPA 1071 *Standard for Emergency Vehicle Technician Professional Qualifications*.

Staff recommends supporting the completion of these certifications once those listed above have been accomplished.

Recommendation #4-6: The District should ensure that all fire apparatus pumps are tested annually in conformance with NFPA 1911 *Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus*.

Staff concurs with this recommendation and will ensure that fire apparatus pumps are tested annually as recommended.

Agenda

Item #4

MONTECITO FIRE PROTECTION DISTRICT

RESOLUTION NO 2015- 01

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTECITO FIRE PROTECTION DISTRICT
DISSOVLING THE COMMUNITY OUTREACH COMMITTEE

WHEREAS, the Montecito Fire Protection District (“District”) is formed and operates pursuant to the Fire Protection District Law of 1987 (“Act”), codified in Health & Safety Code section 13800 et seq.; and

WHEREAS, the District’s Board of Directors adopted District Resolution No. 2013-03 establishing the Community Outreach Committee (“Committee”) and specifying the purposes of the Committee; and

WHEREAS, the District’s Board of Directors desires to dissolve the Committee effective upon the adoption of this resolution.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

- 1. The Board of Directors hereby dissolves the Community Outreach Committee.

PASSED AND ADOPTED by the Board of Directors of the Montecito Fire Protection District this 21st day of January, 2015, by the following vote, to wit:

AYES:
NAYS:
ABSTAIN:
ABSENT:

President of the Board of Directors
Montecito Fire Protection District

ATTEST:

Secretary of the Board of Directors
Montecito Fire Protection District

MONTECITO FIRE PROTECTION DISTRICT

RESOLUTION NO 2013- 03

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTECITO FIRE PROTECTION DISTRICT
ESTABLISHING THE COMMUNITY OUTREACH COMMITTEE

WHEREAS, the Montecito Fire Protection District (“District”) is formed and operates pursuant to the Fire Protection District Law of 1987 (“Act”), codified in Health & Safety Code section 13800 et seq.; and

WHEREAS, the District’s Board of Directors desires to establish the Public Relations Committee (“Committee”) and to specify the purpose of the Committee; and

WHEREAS, the District’s Board of Directors finds that the formation of the Committee is consistent with the Act and a public purpose.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Committee Established. The Board hereby establishes the Public Relations Committee (“Committee”).
2. Committee Composition. The Committee shall be comprised of two members of the District’s Board of Directors.
3. Appointment of Committee Members. The District’s Board of Directors shall appoint two members of the Board of Directors to serve on the Committee. This appointment shall occur at the District’s first regular board meeting in December of each year or as soon thereafter as practical.
4. Term of Committee Members. The term of each Committee Member shall be for one year.
5. Purpose of Committee. The purpose of the Committee to develop recommendations for the District’s Board of Directors regarding the following matters:
 - A. Public information released by the District related to communications.
 - B. Content of the District’s website.
 - C. Nixle Community Notices.
 - D. All other matters related to community outreach and information of the District. The Committee shall report to the District’s Board of Directors its findings and recommendations.

- 6. Committee Staff. The District’s Fire Chief and employees designated by the Fire Chief shall serve as staff to the Committee.
- 7. Committee Consultants. The Committee may request consultants and other experts to provide input to the Committee on particular topics. The District’s payment of any expenses associated with such consultants or experts must be preapproved by the District’s Board of Directors.
- 8. Brown Act. The Committee shall be a standing committee of the Board of Directors of the Montecito Fire Protection District and as such shall comply with the requirements of the Ralph M. Brown Act, which is codified in Government Code section 54950 et seq.

PASSED AND ADOPTED by the Board of Directors of the Montecito Fire Protection District this 28th day of January, 2013, by the following vote, to wit:

AYES: G.B. Sinser, J.A. Powell, J. Venable, S. Keller, and R.J. Jensen
 NAYS: None
 ABSTAIN: None
 ABSENT: None

 President of the Board of Directors
 Montecito Fire Protection District

ATTEST:

 Secretary of the Board of Directors
 Montecito Fire Protection District

MONTECITO FIRE PROTECTION DISTRICT

RESOLUTION NO 2013-04

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTECITO FIRE PROTECTION DISTRICT
ESTABLISHING THE PERSONNEL COMMITTEE

WHEREAS, the Montecito Fire Protection District (“District”) is formed and operates pursuant to the Fire Protection District Law of 1987 (the “Act”), codified in Health & Safety Code section 13800 et seq.; and

WHEREAS, the Fire Chief is responsible for the hiring and firing of all District personnel; and

WHEREAS, the Fire Chief is responsible for all promotions within the Fire District; and

WHEREAS, the Fire Chief is responsible for all disciplinary actions of all District personnel;
and

WHEREAS, the Fire Chief is responsible developing all job descriptions, subject to approval by the Governing Board; and

WHEREAS, the Fire Chief is responsible developing the rules and regulations, subject to approval by the Governing Board, by which District personnel must abide; and

WHEREAS, the District’s Board of Directors desires to establish the Personnel Committee (“Committee”) and to specify the purpose of the Committee; and

WHEREAS, the District’s Board of Directors finds that the formation of the Committee is consistent with the Act and a public purpose.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Committee Established. The Board hereby establishes the Personnel Committee (“Committee”).
2. Committee Composition. The Committee shall be comprised of two members of the District’s Board of Directors.
3. Appointment of Committee Members. The District’s Board of Directors shall appoint two members of the Board of Directors to serve on the Committee. This appointment shall occur at the District’s first regular board meeting in December of each year or as soon thereafter as practical.
4. Term of Committee Members. The term of each Committee Member shall be for one year.
5. Purpose of Committee. The purpose of the Committee shall be as follows:

- a. Monitor and ensure organizational compliance with state and federal regulations for human resources.
 - b. Review and recommend updates to the District’s Personnel policies and job descriptions as needed.
 - c. Report all Committee’s findings and recommendations to the District’s Board of Directors for final approval.
6. Grievance Committee. The Personnel Committee shall be designated as the members of the Fire Protection District Board to review any employee grievances pursuant to the Memorandum of Understanding with the Montecito Firemen’s Association and the Memorandum of Understanding with Members of Staff. In accordance with the grievance procedures specified in the MOUs, the reply of the Personnel Committee shall be final and not subject to review or approval by the District’s Board of Directors.
 7. Committee Staff. The District’s Fire Chief and employees designated by the Fire Chief shall serve as staff to the Committee.
 8. Committee Consultants. The Committee may request consultants and other experts to provide input to the Committee on particular topics. The District’s payment of any expenses associated with such consultants or experts must be preapproved by the District’s Board of Directors.
 9. Brown Act. The Committee shall be a standing committee of the Board of Directors of the Montecito Fire Protection District and as such shall comply with the requirements of the Ralph M. Brown Act, which is codified in Government Code section 54950 et seq.

PASSED AND ADOPTED by the Board of Directors of the Montecito Fire Protection District this 18th day of March, 2013, by the following vote, to wit:

AYES: G.B. Sinser, J.A. Powell, J. Venable, and R.J. Jensen
 NAYS: None
 ABSTAIN: None
 ABSENT: S. Keller

President of the Board of Directors
 Montecito Fire Protection District

ATTEST:

Secretary of the Board of Directors
 Montecito Fire Protection District

Agenda

Item #5

MONTECITO FIRE PROTECTION DISTRICT

Finance Committee Meeting Agenda

January 16, 2015 at 2:00 p.m.

Montecito Fire Protection District Headquarters
595 San Ysidro Road
Santa Barbara, California

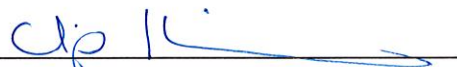
Agenda Items May Be Taken Out of the Order Shown

1. Public comment: Any person may address the Finance Committee at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District; 30 minutes total time is allotted for this discussion.
2. Review and make recommendation for approval of December 2014 financial statements.
3. Review PARS OPEB Trust Program statements for October and November 2014.
4. Review CalPERS Annual Valuation Report as of June 30, 2013 for Miscellaneous and Safety Plans.
5. Review Board-approved Budget Calendar and consider budget policy recommendations for fiscal year 2015-16.
6. Fire Chief's Report.
7. Requests for items to be included for the next Finance Committee Meeting.
8. Adjournment.

Next meeting is scheduled for Thursday, February 12, 2015 at 2:00 p.m.

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is January 13, 2015.

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.

ATTACHMENT

#A

MONTECITO FIRE PROTECTION DISTRICT
CASH RECONCILIATION - ALL FUNDS
December 31, 2014

	Fund 3650 General	Fund 3651 Pension Obl.	Fund 3652 Capital Outlay	Fund 3653 Land & Bldg	Fund 3654 Mello-Roos	All Funds
Cash Balance at 12/1/14	2,348,383.65	166.13	2,094,841.70	6,371,475.71	9,538.73	10,824,405.92
Income:						
Tax Revenue	5,558,731.54	-	-	-	-	5,558,731.54
CSFD Dispatch Services	21,435.00	-	-	-	-	21,435.00
EMS Mgmt LLC - First response pmt	23,604.00	-	-	-	-	23,604.00
State Treasurer costs reimbursement	958.00	-	-	-	-	958.00
Cal Card rebate	84.24	-	-	-	-	84.24
Employee purchases: belt buckle	22.57	-	-	-	-	22.57
Employee purchases: patches	6.40	-	-	-	-	6.40
Transfer from Fund 3654	38.73	-	-	-	(38.73)	-
	<u>5,604,880.48</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(38.73)</u>	<u>5,604,841.75</u>
Expenses:						
Claims Processed	(709,032.91)	(389,809.20)	-	-	(9,500.00)	(1,108,342.11)
Payroll	(939,169.80)	-	-	-	-	(939,169.80)
Other:						
Interfund Transfers	(389,800.00)	389,800.00	-	-	-	-
Reimbursed expenses*	11,338.79	-	-	-	-	11,338.79
	<u>(2,026,663.92)</u>	<u>(9.20)</u>	<u>-</u>	<u>-</u>	<u>(9,500.00)</u>	<u>(2,036,173.12)</u>
Cash Balance at 12/31/14	<u>5,926,600.21</u>	<u>156.93</u>	<u>2,094,841.70</u>	<u>6,371,475.71</u>	<u>-</u>	<u>14,393,074.55</u>
Cash in Treasury per Balance Sheet	<u>7,017,194.30</u>	<u>389,966.13</u>	<u>2,094,841.70</u>	<u>6,371,475.71</u>	<u>-</u>	<u>15,873,477.84</u>
Difference	<u>1,090,594.09</u>	<u>389,809.20</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,480,403.29</u>
Reconciliation:						
Outstanding payroll claims						
Delta Dental	13,481.50	-	-	-	-	13,481.50
Vision Service Plan	2,737.80	-	-	-	-	2,737.80
CalPERS retirement contributions	87,142.05	-	-	-	-	87,142.05
Mass Mutual contributions	19,844.00	-	-	-	-	19,844.00
Pay checks	147.76	-	-	-	-	147.76
Payroll Taxes & Direct Deposit	330,649.81	-	-	-	-	330,649.81
Accounts Payable						
PARS OPEB Trust	536,712.00	-	-	-	-	536,712.00
CalPERS Health Benefits	95,138.77	-	-	-	-	95,138.77
Cada-Save/EAP	1,530.00	-	-	-	-	1,530.00
Bound Tree Medical	1,456.58	-	-	-	-	1,456.58
Lincoln Life Insurance	679.68	-	-	-	-	679.68
K. Powell Reimbursement	559.00	-	-	-	-	559.00
J. Zeitsoff Reimbursement	390.00	-	-	-	-	390.00
Entenmann Rovin	107.42	-	-	-	-	107.42
Chevron Texaco Card	17.72	-	-	-	-	17.72
Union Bank Bond Payment	-	389,809.20	-	-	-	389,809.20
	<u>1,090,594.09</u>	<u>389,809.20</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,480,403.29</u>

* Summary of reimbursed expenses:

State Compensation Ins Fund - Temporary disability payment, 9/22-9/30/14, \$1,189.63
State Compensation Ins Fund - Temporary disability payment, 4/16-9/30/14, \$7,941.41
Verizon - Refund for closed account, \$1,187.82
South Coast Fire Equipment - Refund for Type 6 Patrol equipment, \$553.38
L. Muller - Reimbursement for product purchased, \$14.29
R. Lauritson - Reimbursement for badge purchased, \$107.42
Employee reimbursements for shift calendars, \$60.80
South Coast Vehicle Emergency - cancelled warrant, reissued in December, \$284.04

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

Payee	Description	Amount
Fund 3650 - General		
Across The Street Productions	Blue Card Command: D. St. Oegger	346.50
ADP Inc	ADP fees, 2 periods	487.73
Aflac	Employee paid insurance, November	1,501.22
Allstar Fire Equipment Inc	SCBA parts	123.39
Andrew Seybold Inc	Emergency service to Command 11	136.50
Andrew Seybold Inc	Valley Peak Project: Contract and testing	1,750.00
Blake, Garet	G. Blake Reimb: Auto Extrication Tech.	776.98
Bound Tree Medical	Medical supplies	1,456.58
Broumand, Alex	A. Broumand Reimb: Auto Extrication Tech.	425.00
Burtens Fire Inc	Class A Foam	3,181.79
Burtens Fire Inc	Windshields for E91 and repair part for OES	443.98
Cada-Save/EAP	Employee assistance program, annual fee	1,530.00
Carquest Auto Parts	Stock vehicle supplies	112.50
CDCE Inc	Keyboards for Image Trend tablets (Budgeted)	987.61
Chevron And Texaco Business Card	Gasoline charges	17.72
Citygate Associates LLC	SOC Study, Oct./Nov. (Project cost - \$112,685)	33,017.66
Command Strategies Consulting	In-house Training: FBOR and Supervision	3,739.71
Compressed Air of CA	MAKO Compressor repair part	1,664.14
Cox Communications	CAD connectivity & Internet	2,700.44
CPS	Fire Captain and Firefighter exams	4,663.00
Davis, Shaun	S. Davis Reimb: CPR teaching materials	142.88
E Wave	Website programming for employee applications	320.00
E Wave	Old website hosting fee: 10/01-12/31/14	373.75
Entenmann Rovin Co	R. Lauritson badge order (reimbursable)	107.42
Galbraith, Robert	R. Galbraith Reimb: Paramedic License Recert.	200.00
Goldman Magdalin Krikes LLP	Worker's comp legal services (2 months)	122.50
Hayward Lumber Company	Training materials	444.84
Hickman, Kurt	CA Conf. Arson Inv. Membership: K. Hickman	65.00
Hickman, Kurt	K. Hickman Reimb: CA Conf. Arson Investigators	653.32
Interstate Batteries of Sierra Madre	Vehicle batteries for R91 and P921	1,147.77
Jenkins, Jackie	J. Jenkins Mileage Reimb: First Net Comm.	99.68
Jones Hall	Legal services for formation/dissolution of CFD	500.00
Klemowicz, Eric	E. Klemowicz Reimb: Fire Service Assmt Center	595.00
Koepke, Bret	B. Koepke Reimb: Auto Extrication Tech.	648.20
Liebert Cassidy Whitmore	Labor attorney fees, October	824.50
Marborg Industries	Refuse disposal, Sta. 1	359.67
Mission Uniform Service Inc	Shop towels	331.62
MNS Engineers	UHR final plan reviews	4,010.92
Montecito Village Hardware	Household maintenance supplies	42.08
Montecito Water District	Water service	392.56
Muller, Leslie	L. Muller Reimb: ROSS Training	316.24
Municipal Emergency Svcs Inc	SCBA flow testing	2,269.27
Nestle Pure Life Direct	Bottled water	155.20
Nicks Telecom	Radio repairs	406.80
Public Agencies Retirement Service	PARS OPEB Contribution for FY14-15	536,712.00
Peyton Scapes	Landscape maintenance	500.00
Physio Control	Annual Lifepak maintenance (budgeted)	3,052.68
Powell, Keith	K. Powell Reimb: Auto Extrication Tech.	559.00
Price Postel & Parma	Legal services, October	6,999.50
Price Postel & Parma	Legal services, November	4,130.00

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

Payee	Description	Amount
Safety Kleen Corp	Quarterly solvent tank maintenance	317.22
Sansum Clinic	Fitness exam and TB/flu shots	199.00
SB County Auditor-Controller	Additional user tax	30.87
SB County Auditor-Controller	Annual hazardous materials permit	351.00
Smardan Hatcher Company	Toilet repair part	27.77
Southern California Edison	Electricity Service	2,101.63
State Compensation Insurance Fund	Worker's comp insurance, December	59,065.17
Tech Wall of Ventura Inc	Installation of tackable panels	595.00
Tessco Corporate Headquarters	6 Voter/receiver cards for system upgrade (budget)	6,354.18
Tessco Corporate Headquarters	Channel 11 voter/receiver system upgrade (budget)	5,877.72
The Gas Company	Gas service	124.40
The UPS Store	Shipping FF tests to CPS for grading	209.78
Unisource	Household supplies	715.44
US Bank Corporate Card	J. Jenkins: First Net Training	10.00
	Flowers for BC 914 promo presentation	10.79
	Public Education supplies: props	37.56
	Certified mail and office supplies for test	49.72
	Small tools for Patrol 91	58.30
	Key lock boxes (3)	90.69
	Lunch meetings for training/promotionals	123.73
	Repairs for dishwasher and phone	124.25
	CA Conf. Arson Inv. 2 yr. Membership: R. Lauritson	125.00
	Safety glasses	153.75
	Photos for new website	169.00
	Flooring for copy room	222.37
	R. Lauritson: CCAI Conference registration	325.00
	A. Gil: CalPERS Educational Forum registration	350.00
	Vehicle maint: spare keys, bluetooth kit, other	431.79
	Oil and filter supplies	859.15
	Gasoline charges	928.41
	T. Edwards/S. Davis: Hazard Zone Conf (Indiana)	1,084.69
Ventura, Geri	G. Ventura Reimb: External HD for server (3)	393.57
Ventura, Geri	G. Ventura Reimb: Mileage to Costco/Best Buy	37.52
Verizon California	Phone services	1,211.14
Wilson Printing	Stationery envelopes (2,000)	332.45
Zeitsoff, Jordan	J. Zeitsoff Reimb: Auto Extrication Tech.	390.00
	Fund 3650 Total	<u>709,032.91</u>
<u>Fund 3651 - Pension Obligation</u>		
Union Bank	Bond debt service interest expense, January 15	37,809.80
Union Bank	Bond principal payment, January 15	351,999.40
	Fund 3651 Total	<u>389,809.20</u>
<u>Fund 3654 - UHR Mello-Roos</u>		
Jones Hall	Legal services for formation/dissolution of CFD	9,500.00
	Fund 3654 Total	<u>9,500.00</u>

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

Regular Salaries	\$	491,219.50
Part-Time Salaries		4,283.20
Directors Fees		1,524.59
Auxiliary		1,164.50
FLSA Safety		12,136.70
FLSA Dispatch		3,472.45
Regular Overtime		103,719.64
Chief Officers - Extra Duty		15,072.00
Dispatch Cadre Earnings		1,984.20
Mass Mutual 457 Contribution		8,400.00
Uniform Allowance		21,916.66
Text Message Allowance		<u>4,200.00</u>
 Gross Wages	 \$	 669,093.44
 District Contributions to Insurance		 108,186.97
District Contributions to Medicare/FICA		8,942.63
District Contributions to SUI		6,734.96
CalPERS Employee Contribution, District paid		48,254.82
CalPERS Employer Contribution, Employee paid		(24,314.15)
CalPERS, District Contribution		125,074.68
Health and Dependent Care FSA Contributions		(1,302.33)
Due to AFLAC		<u>(1,501.22)</u>
 Total Benefits		 <u>270,076.36</u>
 Grand Total	 \$	 <u>939,169.80</u>

**MONTECITO FIRE PROTECTION DISTRICT
OVERTIME COMPENSATION
December 2014**

Name	Date Worked	Comp Hrs	OT Hrs	Total Amount	Sick Relief	Fire Asgmt	Emer. Callback	Training/ Class Cover	Paramedic Con. Ed	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Description
Bass, L.	10/01/14		2.0	128.40				128.40								
St. Oegger, D.	11/08/14		3.0	197.37	197.37											
McLeod, G.	11/19/14		8.0	942.00											942.00	BC Assessment Center
McLeod, G.	11/20/14		9.0	942.00											942.00	BC Assessment Center
McLeod, G.	11/21/14		7.5	942.00											942.00	BC Assessment Center
Ventura, G.	11/22/14		1.5	154.26											154.26	Press release
Zeitsoff, J.	11/22/14		12.0	653.22							653.22					
Bass, L.	11/23/14		24.0	1,540.80								1,540.80				
Villarreal, J.	11/24/14		24.0	1,861.20	1,861.20								942.00			
Gregson, A.	11/25/14		12.0	942.00									942.00			
Gregson, A.	11/26/14		12.0	942.00												
Hauser, B.	11/26/14		24.0	1,368.36								1,368.36				
Poulos, T.	11/26/14		24.0	1,510.92								1,510.92				
Gregson, A.	11/27/14		24.0	1,884.00									1,884.00			
Powell, K.	11/27/14		24.0	1,440.00								1,440.00				
Bennewate, B.	11/28/14	8.0	16.0	771.12								771.12				
Hauser, B.	11/28/14		24.0	1,368.36								1,368.36				
Mann, K.	11/29/14	8.0	16.0	1,128.96								1,128.96				
McCracken, R.	11/29/14	4.0	20.0	1,261.20								1,261.20				
Poulos, T.	11/29/14		24.0	1,510.92								1,510.92				
Briner, A.	11/30/14		24.0	1,402.56								1,402.56				
Bass, L.	12/01/14		6.5	417.30				417.30								
Blake, G.	12/01/14		6.5	399.65				399.65								
Mann, K.	12/01/14	6.5	-	-												
Purguy, P.	12/01/14		24.0	1,294.20									1,294.20			
Bennewate, B.	12/02/14	8.0	16.0	771.12								771.12				
Ederer, T.	12/02/14		24.0	1,884.00								1,884.00				
Hickman, K.	12/02/14		24.0	1,527.12								1,527.12				
Powell, K.	12/02/14		1.5	90.00	90.00											
Ventura, G.	12/02/14		2.0	205.68										205.68		FF testing notification
Fuentes, E.	12/03/14		12.0	910.26				910.26								
Hauser, B.	12/03/14		12.0	684.18								684.18				
Muller, L.	12/03/14		24.0	1,090.44										1,090.44		
Villarreal, J.	12/03/14		16.0	1,240.80								620.40				
St. Oegger, D.	12/04/14		6.0	394.74				394.74								
Ventura, G.	12/04/14		2.0	205.68											205.68	Division chief hiring process
Fuentes, E.	12/05/14		9.0	682.70											682.70	Captain Assessment Center
Fuggles, K.	12/05/14		12.0	820.26				820.26								
Hauser, B.	12/05/14		12.5	712.68				712.68								
Lauritson, R.	12/05/14		12.0	1,431.36								1,431.36				
Ventura, G.	12/05/14		3.5	359.94											359.94	FF hiring letters/MERRAG
Bennewate, B.	12/06/14	8.0	16.0	771.12	771.12											
Jenkins, J.	12/06/14		24.0	2,463.48										2,463.48		
Koepke, B.	12/06/14		24.0	1,949.04								1,949.04				
Poulos, T.	12/06/14		20.0	1,259.10								1,259.10				
Hauser, B.	12/07/14		13.0	741.20						741.20						

**MONTECITO FIRE PROTECTION DISTRICT
OVERTIME COMPENSATION
December 2014**

Name	Date Worked	Comp Hrs	OT Hrs	Total Amount	Sick Relief	Fire Asgmt	Emer. Callback	Training/ Class Cover	Paramedic Con. Ed	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Description
Briner, A.	12/08/14		24.0	1,402.56								1,402.56			276.31	FSA Plan implementation
Gil, A.	12/08/14		3.5	276.31												
Lauritson, R.	12/08/14		11.0	1,312.08								1,312.08				
St. Oegger, D.	12/08/14		10.0	657.90				657.90								
Villarreal, J.	12/08/14		9.5	736.73				736.73								
Gil, A.	12/09/14		1.5	118.42											118.42	Payroll preparation
Purguy, P.	12/09/14		6.5	350.51				350.51								
Muller, L.	12/10/14		6.0	272.61				272.61								
Villarreal, J.	12/10/14		9.0	697.95				697.95								
Walkup, R.	Adjustment		24.0	34.20								34.20				
Payroll 12/16/14				51,056.97												
Gregson, A.	11/28/14		12.0	942.00									942.00			
Gregson, A.	11/29/14		24.0	1,884.00									1,884.00			
Gregson, A.	11/30/14		24.0	1,884.00									1,884.00			
Chapman, S.	12/04/14		6.5	353.83				353.83								
Davis, S.	12/04/14		24.0	1,413.72	1,413.72											
Broumand, A.	12/06/14		4.0	241.92								241.92				
Bennewate, B.	12/08/14		10.0	481.95				481.95								
Gil, A.	12/10/14		1.5	118.42											118.42	Payroll processing
Poulos, T.	12/10/14		24.0	1,510.92								1,510.92				
Zeitsoff, J.	12/10/14		24.0	1,306.44								1,306.44				
Bennewate, B.	12/11/14		3.0	144.59				144.59								
Fuentes, E.	12/11/14		3.0	227.57				227.57								
Fuentes, E.	12/11/14		17.0	1,289.54							1,289.54					
Hickman, K.	12/11/14	8.0	16.0	1,018.08							721.14	296.94				
Lauritson, R.	12/11/14		3.0	357.84								357.84				
Purguy, P.	12/11/14		6.5	350.51				350.51								
Badaracco, J.	12/12/14		15.5	1,257.13										1,257.13		
Galbraith, R.	12/12/14		8.5	500.69										500.69		FF oral interviews
Hauser, B.	12/12/14		8.5	484.63										484.63		FF oral interviews
Muller, L.	12/12/14		6.5	295.33				295.33								
Purguy, P.	12/12/14		6.5	350.52				350.52								
Skei, E.	12/12/14		3.0	221.67				221.67								
Villarreal, J.	12/12/14		8.5	659.18											659.18	Cover for FF oral interviews
Zeitsoff, J.	12/12/14		8.5	462.70										462.70		FF oral interviews
Bennewate, B.	12/13/14	8.0	16.0	771.12								771.12				
Briner, A.	12/13/14		8.5	496.74											496.74	FF/P Assessment Center
Broumand, A.	12/13/14		9.0	544.32											544.32	FF/P Assessment Center
Davis, S.	12/13/14		24.0	1,413.72											883.58	
Galbraith, R.	12/13/14		10.0	589.05											589.05	FF oral interviews
Hauser, B.	12/13/14		10.5	598.66											598.66	FF oral interviews
Hickman, K.	12/13/14		9.0	572.67											572.67	Cover for FF oral interviews
Holtbe, D.	12/13/14		10.0	758.55											758.55	FF oral interviews
Poulos, T.	12/13/14		8.5	535.12											535.12	FF/P Assessment Center
Powell, K.	12/13/14		8.5	510.00											510.00	FF/P Assessment Center
Galbraith, R.	12/14/14		9.5	559.60											559.60	FF oral interviews

**MONTECITO FIRE PROTECTION DISTRICT
OVERTIME COMPENSATION
December 2014**

Name	Date Worked	Comp Hrs	OT Hrs	Total Amount	Sick Relief	Fire Asgmt	Emer. Callback	Training/ Class Cover	Paramedic Con. Ed	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Description
Hauser, B.	12/14/14		9.5	541.64											541.64	FF oral interviews
Zeitsoff, J.	12/14/14		9.5	517.13											517.13	FF oral interviews
Fuentes, E.	12/15/14		8.5	644.77				644.77								
Hickman, K.	12/15/14	8.0	16.0	1,018.08								1,018.08				
Blake, G.	12/16/14		9.5	584.11				584.11								
Fuentes, E.	12/16/14		2.0	151.71											151.71	DA's office subpoena
Fuentes, E.	12/16/14		5.5	417.20				417.20								
Gli, A.	12/16/14		3.0	236.83					286.34							
Hickman, K.	12/16/14		4.5	286.34												
Muller, L.	12/16/14		24.0	1,090.44									1,090.44			
Villarreal, J.	12/16/14		8.5	659.18				659.18								
Walkup, R.	12/16/14		9.5	557.60				557.60								
Ederer, T.	12/17/14		15.5	942.00								942.00				
Edwards, T.	12/17/14		8.5	942.00								942.00				
Muller, L.	12/17/14		24.0	1,090.44									1,090.44			
Poulos, T.	12/17/14		24.0	1,510.92						1,510.92						
Villarreal, J.	12/17/14		8.5	659.18				659.18								
Walkup, R.	12/17/14		8.0	939.12								939.12				
Zeitsoff, J.	12/17/14		24.0	1,306.44								1,306.44				
Muller, L.	12/19/14		24.0	1,090.44									1,090.44			
Bennewate, B.	12/20/14		16.0	771.12								771.12				
Briner, A.	12/20/14		24.0	1,402.56								1,402.56				
Hickman, K.	12/20/14		24.0	1,527.12								1,527.12				
Lauritson, R.	12/20/14		24.0	2,862.72								2,862.72				
Jenkins, J.	12/21/14		24.0	2,463.48									2,463.48			
Ventura, G.	12/21/14		4.0	-												MERRAG activation
Zeitsoff, J.	12/21/14		24.0	1,306.44								1,306.44				
Fuggles, K.	12/22/14		16.0	8.0	546.84							546.84				
Hauser, B.	12/22/14		13.5	769.70							769.70					
Hickman, K.	12/22/14		24.0	1,527.12								1,527.12				
Klenowicz, E.	12/22/14		13.5	773.15							773.15					
Muller, L.	12/23/14		24.0	1,090.44									1,090.44			
Zeitsoff, J.	12/23/14		12.0	653.22								653.22				
Bennewate, B.	12/24/14		8.0	16.0	771.12							771.12				
Elliott, M.	12/24/14		24.0	1,578.96								1,578.96				
Klenowicz, E.	12/24/14		4.0	20.0	1,145.40							1,145.40				
Lauritson, R.	12/24/14		15.0	1,789.20								1,789.20				
Bennewate, B.	12/26/14		8.0	16.0	771.12							771.12				
Holthe, D.	12/26/14		24.0	1,820.52								1,820.52				
Walkup, R.	12/28/14		24.0	1,408.68								1,408.68				
Jenkins, J.	12/10-12/12/14		24.0	2,463.48							1,437.03			1,026.45		Dispatchers at ROSS
Grand Total			118,791.63	4,333.41	-	-	13,067.39	286.34	2,252.12	5,643.78	52,808.90	12,246.00	13,956.94	14,196.77	100.00%	10.3%
			% of Total	100.00%	3.6%	0.0%	11.0%	0.2%	1.9%	4.8%	44.5%	10.3%	11.7%	12.0%		

**MONTECITO FIRE PROTECTION DISTRICT
SUMMARY OF OVERTIME EXPENSE BY CATEGORY**

Fiscal Year 2013-14

Month Paid	Sick	Emergency Callback	Class Cover	Paramedic	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Subtotal	Fire Assignments	Total OT	Monthly % of Budget	Cum. % of Budget
JULY	17,047.80	1,005.12	1,475.64	516.83	6,730.92	13,279.82	15,550.45	9,420.00	3,630.96	3,726.19	72,383.73	21,550.17	93,933.90	11.1%	11.1%
AUGUST	15,315.23	-	1,322.28	110.79	10,935.72	-	20,107.22	-	861.96	824.53	49,477.73	60,900.04	110,377.77	13.0%	24.0%
SEPTEMBER	12,665.18	2,211.15	2,691.72	429.27	2,722.32	1,726.31	12,127.25	1,884.00	1,763.10	4,918.40	43,138.70	94,071.40	137,210.10	16.1%	40.2%
OCTOBER	21,165.09	1,961.08	1,306.28	470.86	4,835.64	-	18,184.57	9,420.00	1,993.32	7,271.41	66,608.25	-	66,608.25	7.8%	48.0%
NOVEMBER	3,594.15	6,945.40	1,586.97	350.09	1,425.60	-	5,882.79	4,710.00	2,540.88	5,462.78	32,498.66	-	32,498.66	3.8%	51.8%
DECEMBER	6,826.38	1,316.32	-	-	1,687.95	-	24,260.50	12,879.42	7,330.14	399.42	54,700.13	9,239.53	63,939.66	7.5%	59.4%
JANUARY	9,070.66	-	531.59	-	2,919.60	16,384.59	21,701.93	7,536.00	7,897.86	1,171.76	67,213.98	-	67,213.98	7.9%	67.3%
FEBRUARY	4,363.35	1,675.73	254.28	235.40	-	9,011.52	10,115.66	4,710.00	4,724.91	933.33	36,024.18	-	36,024.18	4.2%	71.5%
MARCH	4,059.13	1,259.06	4,929.53	3,421.31	-	1,459.80	24,381.64	17,898.00	2,347.38	6,257.51	66,013.35	-	66,013.35	7.8%	79.3%
APRIL	2,865.60	981.36	1,822.71	156.93	-	1,142.40	43,392.95	21,666.00	1,443.83	9,113.12	82,584.90	-	82,584.90	9.7%	89.0%
MAY	4,949.34	6,884.82	4,117.70	718.31	3,968.04	22,596.42	31,472.36	20,724.00	3,356.64	8,835.36	107,622.98	49,748.43	157,371.41	18.5%	107.5%
JUNE	4,112.40	4,416.03	2,197.94	-	2,148.12	-	35,979.06	11,304.00	12,055.32	2,442.25	74,655.12	5,900.27	80,555.39	9.5%	117.0%
TOTAL	106,034.30	28,656.06	22,236.64	6,409.79	37,373.91	65,600.86	263,156.37	122,151.42	49,946.30	51,356.05	752,921.70	241,409.84	994,331.54	117.0%	
	10.7%	2.9%	2.2%	0.6%	3.8%	6.6%	26.5%	12.3%	5.0%	5.2%	75.7%	24.3%	100.0%		

YTD Dec. 2014	Sick	Emer CB	Class Cover	Paramedic	Flex Day	Ext Staff	Sh Vacancy	BC Coverage	Disp Cover	Other	Subtotal	Fire Asgmt	Total OT
	76,613.83	13,439.07	8,382.89	1,877.84	28,338.15	15,006.13	96,112.78	38,313.42	18,120.36	22,602.73	318,807.20	185,761.14	504,568.33

Fiscal Year 2014-15

Month Paid	Sick	Emergency Callback	Class Cover	Paramedic	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Subtotal	Fire Assignments	Total OT	Monthly % of Budget	Cum. % of Budget
JULY	340.88	2,887.45	-	709.26	2,529.00	-	26,949.83	18,840.00	3,199.50	2,773.13	58,229.05	-	58,229.05	6.9%	6.9%
AUGUST	3,195.00	29,957.92	420.10	-	-	-	42,588.18	4,710.00	6,543.30	2,378.76	89,793.26	187,986.81	277,780.07	32.7%	39.5%
SEPTEMBER	9,167.77	265.49	4,534.23	-	1,578.96	24,140.76	27,240.84	7,536.00	2,254.08	956.81	77,674.94	106,053.76	183,728.69	21.6%	61.1%
OCTOBER	9,536.22	292.20	1,316.28	184.46	1,923.25	8,348.79	28,064.87	3,768.00	8,561.00	4,546.38	66,541.45	43,661.73	110,203.18	13.0%	74.1%
NOVEMBER	6,873.48	481.50	2,874.38	381.79	2,385.90	4,026.60	26,656.32	7,536.00	2,777.40	11,513.21	65,506.57	-	65,506.57	7.7%	81.8%
DECEMBER	4,333.41	-	13,067.39	286.34	2,252.12	5,643.78	52,808.90	12,246.00	13,956.94	14,196.77	118,791.63	-	118,791.63	14.0%	95.8%
TOTAL	33,446.76	33,884.56	22,212.37	1,561.85	10,669.23	42,159.93	204,308.93	54,636.00	37,292.22	36,365.06	476,536.89	337,702.30	814,239.18	95.8%	
	4.1%	4.2%	2.7%	0.2%	1.3%	5.2%	25.1%	6.7%	4.6%	4.5%	58.5%	41.5%	100.0%		

**MONTECITO FIRE PROTECTION DISTRICT
FIRE ASSIGNMENTS - BILLING
FY 2014-2015**

Fire Name, #	Invoice #	Period Covered	Invoice Date	Agency	Total Due	Date Received	Amount Received
EI Portal, CA-YNP-0083	2014-09	07/27-08/14/14	10/23/14	USFS	\$ 14,789.54		
Little Deer (July), CA-KNF-005564		08/01-08/24/14	10/30/14	Cal-OES	88,281.48		
Bald Fire, CA-LNF-003479		08/02-08/06/14	10/24/14	Cal-OES	33,595.72		
Eiler Fire, CA-SHU-006933		08/06-08/16/14	10/24/14	Cal-OES	96,835.29	01/02/15	96,835.29
Cover BTU-August, CA-BTU-010882		08/09-08/15/14		Cal-OES	76,030.11		
Junction, CA-MMU-014633		08/18-08/21/14	10/30/14	Cal-OES	23,118.98		
Tecolote, CA-ANF-004034		08/18/14	11/21/14	Cal-OES	9,548.73		
Tecolote, CA-ANF-004034	2014-10	08/18/14	10/23/14	USFS	1,622.00		
Way, CA-CND-003148	2014-11	08/19-08/25/14	10/23/14	USFS	11,203.88		
Silverado Fire, CA-CNF-002873		09/13-09/15/14	11/21/14	Cal-OES	18,443.29		
King Fire, CA-ENF-023461	2014-12	09/18-10/02/14	10/23/14	USFS	29,750.38		
Boles Fire, CA-SKU-007064 (Revised)		09/16-09/21/14	11/12/14	Cal-OES	35,018.46		
King Fire, CA-ENF-023461 (OES & 391)		09/20-09/26/14	12/04/14	Cal-OES	184,372.37		
					\$ 622,610.25		\$ 96,835.29

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

November 10, 2014
 File #: 12611
 Invoice #: 118161
 Billing Attorney: MSM

ACCOUNT SUMMARY BALANCE

RE: GENERAL MATTERS Our File Number: 12611-00000	3,009.00
RE: BOARD MTGS Our File Number: 12611-00061	1,711.00
RE: DE SITTER PROPERTY Our File Number: 12611-00078	2,036.50
RE: RELM RADIOS Our File Number: 12611-00084	243.00
Current Total Charges	6,999.50

* * * * *

SUMMARY OF CURRENT CHARGES

Current Fees	6,999.50	
Total Current Fees & Costs	<u>6,999.50</u>	
Total Current Due		\$6,999.50

SUMMARY OF PAST DUE BALANCES

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

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

December 5, 2014
File #: 12611
Invoice #: 118412
Billing Attorney: MSM

ACCOUNT SUMMARY BALANCE

RE: GENERAL MATTERS 1,475.00
Our File Number: 12611-00000

RE: BOARD MTGS 2,655.00
Our File Number: 12611-00061

Current Total Charges 4,130.00

* * * * *

SUMMARY OF CURRENT CHARGES

Current Fees 4,130.00
Total Current Fees & Costs 4,130.00
Total Current Due \$4,130.00

SUMMARY OF PAST DUE BALANCES

Total Past Due \$0.00

Cochrane Property Management, Inc.

Period: 01 Dec 2014-31 Dec 2014

P.O. Box 4370
Santa Barbara, CA 93140

Owner Statement

Montecito Fire Protection District (MFPD)
c/o Cochrane Property Management, Inc.
PO Box 4370
Santa Barbara, CA 93140Properties
186 - Cochrane Prop.
Mgmt. FBO MFPD -
1255-1259 E. Valley Road
Santa Barbara, CA 93108

Date	Payee / Payer	Type	Reference	Description	Income	Expense	Balance
				Beginning Cash Balance as of 12/01/2014			9,230.78
12/02/2014	Larry Todd Edwards	ACH receipt	SGHY-BYZY	1255 - Rent Income - November 2014	76.54		9,307.32
12/02/2014	Larry Todd Edwards	ACH receipt	SGHY-BYZY	1255 - Rent Income - December 2014	1,641.46		10,948.78
12/02/2014	David Ward	Check	18723	1259 - Security Deposits Clearing - David Ward, 186 - Cochrane Prop. Mgmt. FBO MFPD - 1259: Move Out Refund		1,019.63	9,929.15
12/02/2014	Brandon Bennewate	ACH receipt	IRSV-ZXBI	1259 - Charge Back - Property Taxes owed until June 2015 - prorated	52.00		9,981.15
12/02/2014	Brandon Bennewate	ACH receipt	IRSV-ZXBI	1259 - Security Deposits On Hand - Move In Charge: Security Deposits On Hand	1,000.00		10,981.15
12/02/2014	Brandon Bennewate	ACH receipt	IRSV-ZXBI	1259 - Rent Income - December 2014	1,287.00		12,268.15
12/02/2014	Thomas V. Homer	Receipt	1404	1257 - Rent Income - December 2014	1,264.00		13,532.15
12/02/2014	Thomas V. Homer	Receipt	1404	1257 - Prepaid Rent - Prepaid Rent Income	46.00		13,578.15
12/16/2014	Montecito Water District	Payment	ACH	Water/Sewer - monthly water 01-1256-03: 10/28/14 - 11/25/14 (13 HCF) - December 2014 - Montecito Water monthly bill		125.29	13,452.86
12/16/2014	Castro's Cleaning Service, Inc. (S. B.)	Check	18724	1259 - Carpet/Floor Cleaning - 11/18/14 - carpet cleaning of unit		175.00	13,277.86
12/16/2014	Castro's Cleaning Service, Inc. (S. B.)	Check	18724	1259 - Cleaning - 11/18/14 - cleaning of 2bdm unit, incl. kitchn, floors, bathrm & windows (\$185)		390.00	12,887.86
12/16/2014	Cochrane Property Management, Inc.	Check	18725	Administrative Fee - Monthly service fee - min \$5 - December 2014 - Monthly service fee - min \$5		5.00	12,882.86
12/16/2014	Cochrane Property Management, Inc.	Check	18725	Property Mgmt Fees - Property Mgmt Fees for 12/2014		258.30	12,624.56

Date	Payee / Payer	Type	Reference	Description	Income	Expense	Balance
12/16/2014	HD Supply Facilities Maintenance	Check	18726	1259 - Smoke Alarms - 12/3/14 - CO2 alarm & (3) 10yr sealed lithium battery smoke alarms		106.88	12,517.68
12/16/2014	Hydrex, Inc. (Santa Barbara)	Check	18727	Pest Control - 11/10/14 mo rodent service - 30 bait stations - December 2014 - mo rodent service - 30 bait stations		92.00	12,425.68
12/16/2014	Steve Paul	Check	18728	1259 - Carpentry - 12/1/14 - (vacant unit) demo closet upstairs & cut carpet, remv trim from back door, secure door @ dining rm, patch hole from lock, fix pantry cabinet gap, apply coat of bondo on window/door, frame closet & drywall on new closet, bondo beadboard in bathrm		3,717.48	8,708.20
12/16/2014	Peyton/Scapes	Check	18729	Gardening/Landscaping - 11/30/14 mo gardening - December 2014		55.00	8,653.20
12/16/2014	Peyton/Scapes	Check	18729	Gardening/Landscaping - 11/30/14 mo gardening - December 2014		55.00	8,598.20
12/16/2014	Peyton/Scapes	Check	18729	Gardening/Landscaping - 11/30/14 mo gardening - December 2014		55.00	8,543.20
12/16/2014	Rayne Water Conditioning	Check	18730	1257 - Water/Sewer - Monthly water softening 11/19/14 - December 2014		47.67	8,495.53
12/16/2014	Rayne Water Conditioning	Check	18730	1255 - Water/Sewer - Monthly water softening 11/19/14 - December 2014		76.07	8,419.46
12/16/2014	Rayne Water Conditioning	Check	18730	1259 - Water/Sewer - Monthly water softening 11/19/14 - December 2014		47.67	8,371.79
				Ending Cash Balance			8,371.79
Total					5,367.00	6,225.99	

Property Cash Summary

Required Reserves	5,000.00
Prepaid Rent for Future Rent	46.00

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: 12/01/2014 to 12/31/2014

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
Income				
Rent Income	4,305.00	92.89	49,060.43	99.33
Charge Back	52.00	1.12	52.00	0.11
Deposit Forfeit	277.50	5.99	277.50	0.56
Total Income	4,634.50	100.00	49,389.93	100.00
Total Operating Income	4,634.50	100.00	49,389.93	100.00
Expense				
Office Expenses				
Postage Expense	0.00	0.00	48.00	0.10
Administrative Fee	5.00	0.11	60.00	0.12
Total Office Expenses	5.00	0.11	108.00	0.22
Repair & Maintenance				
Vacancy Repairs				
Carpet/Floor Cleaning	175.00	3.78	175.00	0.35
Cleaning	390.00	8.42	390.00	0.79
Total Vacancy Repairs	565.00	12.19	565.00	1.14
Gardening/Landscaping	165.00	3.56	2,580.00	5.22
Plumbing	0.00	0.00	3,306.42	6.69
Carpentry	3,717.48	80.21	4,704.94	9.53
Pest Control	92.00	1.99	1,354.00	2.74
Smoke Alarms	106.88	2.31	106.88	0.22
Total Repair & Maintenance	4,646.36	100.26	12,617.24	25.55
Property Mgmt Fees	258.30	5.57	2,943.63	5.96
Property Tax	0.00	0.00	389.75	0.79
Utilities				
Water/Sewer	296.70	6.40	3,942.59	7.98
Trash/Recycling	0.00	0.00	889.88	1.80
Total Utilities	296.70	6.40	4,832.47	9.78
Total Operating Expense	5,206.36	112.34	20,891.09	42.30
NOI - Net Operating Income	-571.86	-12.34	28,498.84	57.70
Total Income	4,634.50	100.00	49,389.93	100.00
Total Expense	5,206.36	112.34	20,891.09	42.30
Net Income	-571.86	-12.34	28,498.84	57.70

Cash Flow

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Other Items				
Prepaid Rent	-287.13		46.00	
Owner Distribution	0.00		-30,512.66	
Net Other Items	-287.13		-30,466.66	
Cash Flow	-858.99		-1,967.82	
Beginning Cash	9,230.78		10,339.61	
Beginning Cash + Cash Flow	8,371.79		8,371.79	
Actual Ending Cash	8,371.79		8,371.79	

Agenda

Item #6

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

Held at Fire District Headquarters, 595 San Ysidro Road, December 22, 2014 at 2:00 p.m.

The meeting was called to order by Director Venable at 2:00 p.m.

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

1. Administration of Oath of Office to Director John Venable and Director Peter van Duinwyk.

Director Powell administered the oath of office to Director John Venable and Director Peter van Duinwyk.

2. 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.)

Sylvia Easton urged the Board to build the third station as recommended in the Citygate Study, adding that the east end of the District deserves equitable coverage and optimal response times.

3. Approve Resolution 2014-19, Commending Roland J. Jensen for his service to Montecito Fire Protection District.

On a motion made by Director van Duinwyk, seconded by Director Sinser, Resolution 2014-19, Commending Roland J. Jensen for his service to Montecito Fire Protection District was approved by the following roll call vote:

Ayes:	G.B. Sinser, J.A. Powell, J. Venable S. Keller and P. van Duinwyk
Nays:	None
Abstain:	None
Absent:	None

4. Election of Board officers (President, Vice President, Secretary) for 2015-16.

The Board discussed the length of term for holding office, as it was suggested last year that they consider 2 year terms for the next election of officers. On a motion made by Director Sinser, seconded by Director Powell, the Board unanimously approved a single year term for Board officers.

Director Duinwyk nominated Director Venable as President.

Director Keller nominated Director Powell as President, seconded by Director Sinser.

Director Powell nominated Director Keller for Vice President, seconded by Director van Duinwyk.

Director Sinser nominated himself for secretary, seconded by Director Powell.

The Board unanimously approved appointing Director Powell as President, Director Keller as Vice President, and Director Sinser as Secretary for a one year term.

The Board agreed to address each other as Director (Last Name), and that new name plates should only have their names.

5. Appointment of Board Labor Negotiator for 2015-16.

Director Keller nominated Director Powell, seconded by Director Venable.

The Board unanimously approved appointing Director Powell as Board Labor Negotiator for 2015.

6. Appointment of Board Real Property Negotiator for 2015-16.

Directors Venable, Keller and Sinser each nominated themselves.

The Board approved appointing Director Keller and Director Venable as Real Property Negotiators for 2015 by the following vote:

Director van Duinwyk: Director Keller and Director Venable

Director Keller: Director Keller and Director Venable

Director Powell: Director Keller and Director Venable

Director Sinser: Director Sinser

Director Venable: Director Keller and Director Venable

7. Discuss current Committee's structures.

Director Powell stated that he would like to see a reduction of the burden placed on staff at Board meetings relating to committee presentations and recommendations. He feels that Staff should present to the committees at their meetings, and then the committee chair of each committee should be prepared to present and explain the topics and their recommendations to the Board. If the committee does not have a consensus, an enumerated explanation of the differences should be presented by each member.

The Board discussed concerns related to the various committees including lack of consensus, trust issues, duplication of effort by Staff, and scheduling of meetings.

Director Powell proposed dissolving the Community Outreach and the Personnel Committees and suggested they be made ad hoc committees as needed.

Mr. Manion explained that this is not on the agenda and could be brought back at the next meeting for consideration. He will review the resolutions that outline the responsibilities

of the Personnel Committee and the Community Outreach Committee and determine whether it would be appropriate to dissolve those standing committees and create ad hoc committees.

Public Comment:

Warner Owens suggested that committee members enter their meetings with a neutral position, and base their recommendations on factual information not personal opinion.

a. Appointment of Finance Committee Members.

Director Keller nominated Director van Duinwyk and Director Venable.

Director Sinsler nominated himself to the committee.

Director Venable declined the nomination.

The Board unanimously approved appointing Director van Duinwyk and Director Sinsler to the Finance Committee.

b. Appointment of Strategic Planning Committee Members.

Director Powell nominated Director Keller, and Director Keller nominated Director Powell.

The Board unanimously approved appointing Director Keller and Director Powell to the Strategic Planning Committee.

c. Appointment of Community Outreach Committee Members.

Director Sinsler nominated Director van Duinwyk. Director van Duinwyk declined the nomination. Director Powell nominated Director Keller. Director van Duinwyk stated that he would consider being on this committee if it were created as an ad hoc committee.

The Board took no action and directed staff to add this to the next meeting for consideration of dissolving the standing committee.

d. Appointment of Personnel Committee Members.

Director Venable and Director Sinsler nominated themselves. The Board unanimously approved appointing Director Venable and Director Sinsler to the Personnel Committee.

8. Adopt Resolution 2014-20 determining time and place of regular Board meetings.

On a motion made by Director Keller, seconded by Director van Duinwyk, the Board approved Resolution 2014-20 determining time and place of regular Board meetings by the following roll call vote:

Ayes: G.B. Sinser, J.A. Powell, J. Venable, S. Keller and P. van Duinwyk
Nays: None
Abstain: None
Absent: None

9. Adopt Resolution 2014-21 regarding inventory of District lands and air space.

On a motion made by Director Keller, seconded by Director Sinser, Resolution 2014-21 regarding inventory of District lands and air space was approved by the following roll call vote:

Ayes: G.B. Sinser, J.A. Powell, J. Venable, S. Keller and P. van Duinwyk
Nays: None
Abstain: None
Absent: None

10. Consider increase in Director's Compensation, Resolution 2014-22.

On a motion made by Director van Duinwyk, seconded by Director Keller, the Board approved Resolution 2014-22 revising compensation for its Board of Directors by the following roll call vote:

Ayes: G.B. Sinser, J.A. Powell, J. Venable, S. Keller and P. van Duinwyk
Nays: None
Abstain: None
Absent: None

Public comment:

Warner Owens suggested that the District consider keeping their compensation in line with other special Districts in the future. Mr. Manion explained that this would require an amendment to the original ordinance that governs the increase at a future meeting.

11. Consider request from Director Sinser to attend the CSDA Special District Leadership Academy from January 25-28, 2015 in Napa, California.

Public Comment:

Warner Owens stated that the training at this conference is well worth the investment and recommended approval.

On a motion made by Director Powell, seconded by Director Keller, the Board approved Director Sinser's request to attend the CSDA Special District Leadership Academy from January 25-28, 2015 in Napa, California by the following vote: Ayes: Director Venable, Director Powell, Director Keller and Director van Duinwyk. Director Sinser abstained.

12. Consider request from Director Sinser to change the date of the January regular meeting.

Director Sinser asked for the January meeting date to be changed because he would be at the CSDA conference.

On a motion made by Director Powell, seconded by Director Sinser, the Board approved changing the January regular meeting to January 21, 2015 at 2:00 p.m., by the following aye votes: Director Sinser, Director Powell, Director Keller and Director van Duinwyk. Director Venable abstained.

The Board took a recess at 3:34 p.m. and returned at 3:40 p.m.

13. Report from the Finance Committee

Director Venable provided an overview of the 12/11/14 Finance Committee meeting.

a. Consider Committee's recommendation to approve November 2014 financial statements.

After a brief review of the content in the November 2014 financial statements, the Board unanimously approved the November 2014 financial statements on a motion made by Director van Duinwyk, seconded by Director Venable.

b. Consider Committee's recommendation to approve Resolution 2014-17 for the Exception to the 180-day wait period Govt. Code sections 7522.56 & 21224 for post retirement annuitant employment of Terry McElwee.

After a review of the staff report prepared by Chief Hickman, a motion was made by Director Keller, seconded by Director Venable to approve Resolution 2014-17 for the Exception to the 180-day wait period Govt. Code sections 7522.56 & 21224 for post retirement annuitant employment of Terry McElwee.

The resolution was approved by the following roll call vote:

Ayes:	G.B. Sinser, J.A. Powell, J. Venable, S. Keller and P. van Duinwyk
Nays:	None
Abstain:	None
Absent:	None

c. Consider Committee's recommendation to approve Resolution 2014-18, identifying certain District owned properties as surplus and donating the surplus property to the Allan Hancock Community College Fire Technology Program.

Chief Hickman reviewed the staff report and recommendation to donate the surplus radios. Director Powell suggested keeping 5 radios for directors to use. Chief Hickman felt this would not be appropriate, explaining that the platform is not supported, batteries are costly, and there would be a high possibility of accidental transmission.

On a motion made by Director Sinser, seconded by Director van Duinwyk,

Resolution 2014-18, identifying certain District owned properties as surplus and donating the surplus property to the Allan Hancock Community College Fire Technology Program was approved by the following roll call vote:

Ayes: G.B. Sinser, J.A. Powell, J. Venable S. Keller and P. van Duinwyk
Nays: None
Abstain: None
Absent: None

d. Consider Committee's recommendation to approve purchase of replacement vehicle for Division Chief of Operations. (Approved in FY 2014/15 Budget.)

Chief Hickman reviewed the staff report on the replacement vehicle for the Division Chief of Operations and the recommendation to purchase it from Paradise Chevrolet.

The Board unanimously approved the purchase of a vehicle for Division Chief of Operations from Paradise Chevrolet on a motion by Director Venable, seconded by Director van Duinwyk.

14. Approval to close District Fund 3654 (Upper Hyde Road Mello-Roos).

Araceli Gil reported that the Mello-Roos fund account is no longer necessary now that the Mello-Roos has been dissolved and recommended that the Board approve closing Fund 3654.

The Board unanimously approved closing District Fund 3654 on a motion by Director Venable, seconded by Sinser.

15. Report from Community Outreach Committee.

Director Keller reported that the new website will be going live on January 1, 2015.

a. Consider notification/advertising methods for future Director Elections.

Director Keller suggested that the Board approve a policy to advertise open positions on the Board prior to an election; she recommended that the policy include the size of the advertisement, and a timeline of when the advertisements should be placed. She explained that the Community Outreach Committee was unable to reach agreement on this recommendation.

Director Sinser felt that this should be left up to the Board to decide what size and how much to spend when the time comes.

Public Comment:

Warner Owens stated that the need for this policy has not been well defined.

A motion was made by Director Keller, seconded by Director Powell to have staff prepare a half page advertisement for the Montecito Journal announcing any Board vacancy elections, one week prior to the filing date, and published again one week before the close of filing. The motion failed by the following vote:

Ayes: Director Keller and Director Powell.

Nays: Director Sinsler, Director Venable, and Director van Duinwyk.

16. Approval of Minutes of November 17 Special Meeting.

The minutes of the November 17, 2014 Special meeting were unanimously approved on a motion by Director van Duinwyk, seconded by Director Sinsler.

17. Fire Chief's report.

The Fire Chief reported that Staff has been extremely busy with new hires and internal promotions, and there was a Level 2 MERRAG activation on December 11, 2014 due to a predicted winter weather event.

18. Board of Director's report.

Director Sinsler reported that he attended the Montecito Water and Sanitary meetings.

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

There were no requests.

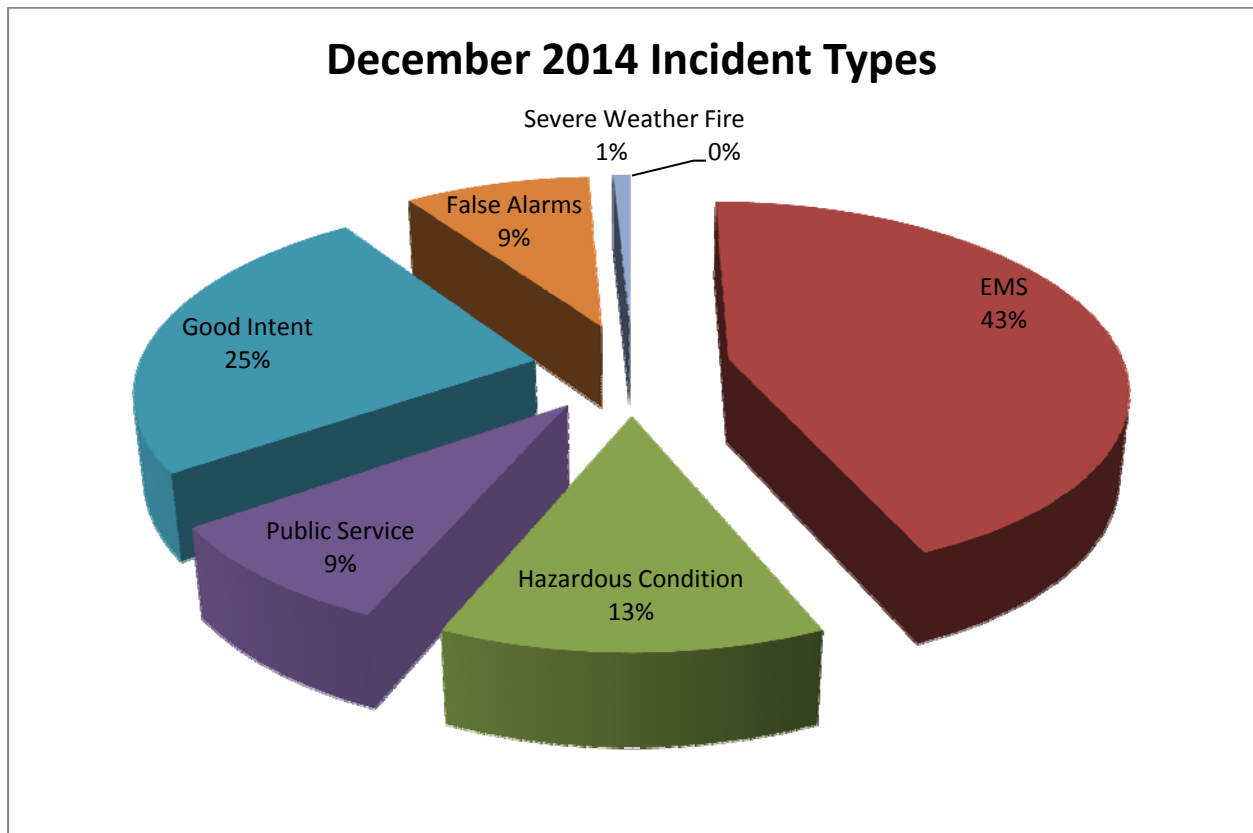
The meeting was adjourned at 4:58 p.m.

Agenda

Item #7

**DECEMBER 2014
CALLS BY INCIDENT TYPE
TOTAL INCIDENTS: 124**

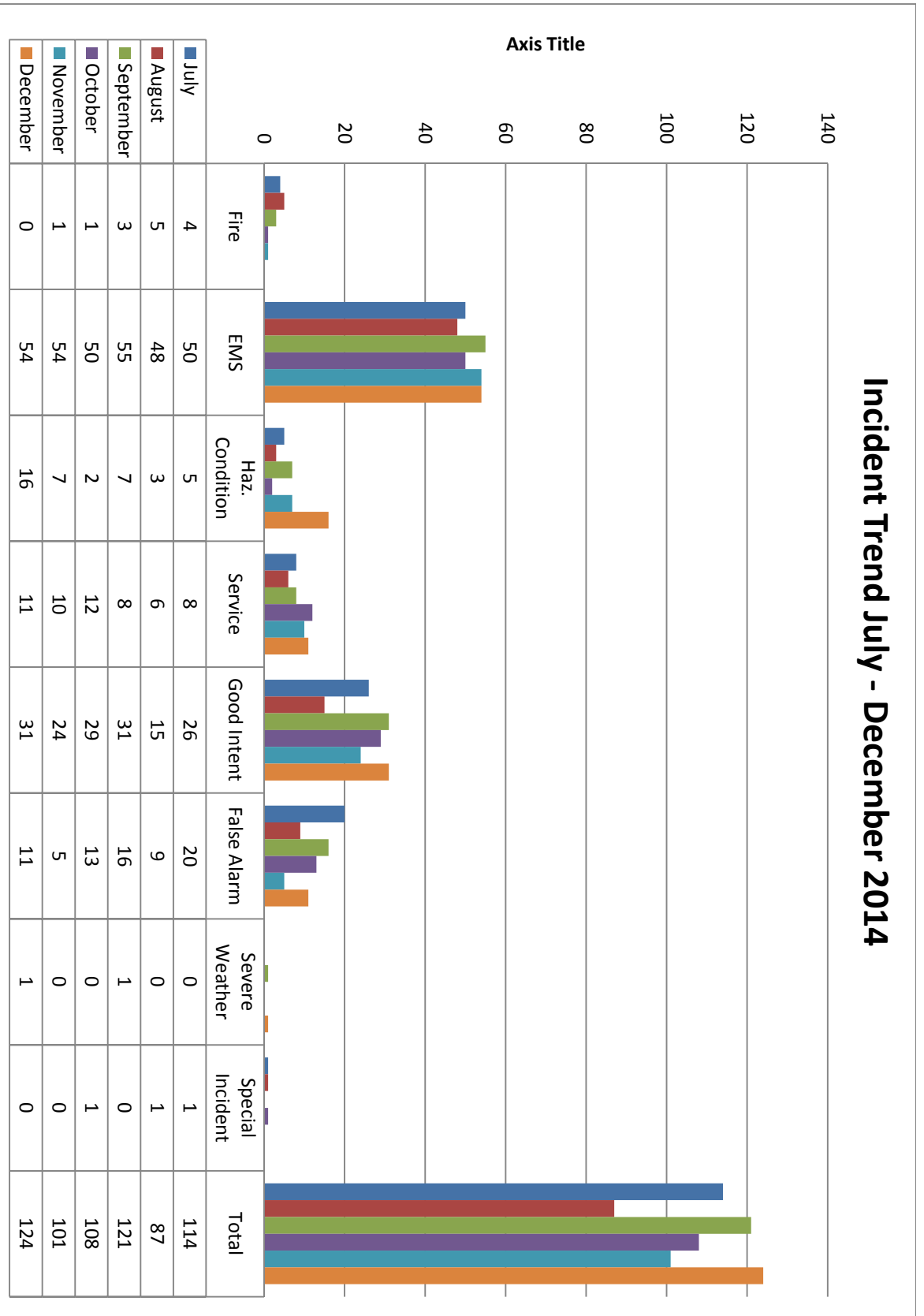
FIRE: 0	EMS: 54
HAZARDOUS CONDITION: 16	PUBLIC SERVICE**: 11
GOOD INTENT*: 31	FALSE ALARM: 11
SEVERE WEATHER: 1	SPECIAL INCIDENT TYPE: 0



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

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

Incident Trend July - December 2014



CC: FIRE CHIEF HICKMAN

Battalion Chief McLeod,

I would like to extend a formal thank you to you and Montecito Fire Protection District for allowing me to represent your department at the Allan Hancock College's Fire Academy. Your support was a tremendous help and a form of encouragement that allowed me to be better prepared for the academy and eased the financial worry associated with it. I understand that the gear loaned to me is very valuable, so I made every effort to preserve the quality of the gear throughout the academy.

Additionally, I am very thankful for the time and effort you have spent out of your busy schedule to support me in my endeavor to become a professional firefighter. I understand that you had no obligation to have to help me, but you chose to do so anyway. For that, I am very thankful and it continues to show me the awesome traditions and support systems created in the Fire Service to help and serve each other and the community. At the very least, I would like to offer my time and support to your fire department. If you need any extra helping hands or volunteers for anything, please do not hesitate to contact me. I feel it is the least I can do to show my gratitude. I look forward to keeping this positive relationship with you and Montecito Fire Protection District, and I hope to see you again during a firefighter hiring process.

Very Respectfully,

Aaron Hunt

(503)302-8124

adhunt@eou.edu



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

December 17, 2014

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

Dear Chief Hickman,

I wanted to take the time to recognize, and say thank you for the hard work of Captain Evan Skei and Engineer Dana St. Oegger. They were recently involved with our Engineer testing evaluation process.

Dana was instrumental in our manipulative and pumping evolutions. His attention to detail was instrumental to the accurate grading during the various tests. Evan participated and graded the oral interview of our exam process. He had great insight and judgment during this portion of the exam process.

The feedback from our department representatives involved with the process was very positive. It was stated that Dana and Evan, were spot on with the assessment of our candidates. We appreciated the support from your department in allowing them to be involved in our process.

Again, thank you to Captain Skei and Engineer St. Oegger for their commitment and hard work in our process. You should be proud of the talents and representation of all of your personnel. Please pass on the word of our thanks and appreciation.

Sincerely,

A handwritten signature in blue ink, appearing to read "Pat McElroy", is written over a horizontal line.

Pat McElroy
Fire Chief

cc:

Evan Skei

Dana St. Oegger

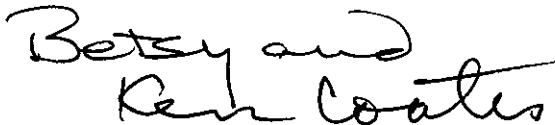
December 23, 2014

Fire Chief Chip Hickman
595 San Ysidro Rd
Santa Barbara, CA 93108

Dear Chief Hickman,

Just a brief note to thank you for the extraordinary work of the "C" Shift Sunday night. One of our large old oak trees split apart during the windstorm and completely blocked the street on one side and our driveway on the other. We had lost power several hours earlier and could not see the fall, and we heard nothing because of the wind. The crew discovered the blockage, informed us, cleared the street quickly, and helped us unblock a part of the driveway so we could get a car out. The crew was calm, professional, pleasant, and very helpful to both of us. We are most impressed with the overall caliber of the crew, and are thankful that they are protecting us every day. You should be very proud of them.

Thank you very much,

A handwritten signature in black ink that reads "Betsy and Ken Coates". The signature is written in a cursive, flowing style.

Betsy and Ken Coates
841 Oak Grove Dr
Santa Barbara, CA 93108

