

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

Montecito Fire Protection District Headquarters  
595 San Ysidro Road  
Santa Barbara, California  
April 4, 2016 at 2:00 p.m.

Agenda items may be taken out of the order shown.

1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time is allotted for this discussion.)
2. Provide direction to Fire Chief regarding transferring of access easement to Upper Hyde Road property owners and quitclaiming District's easement interest.
3. Provide direction to Fire Chief regarding preparing Station 3 Final EIR.
4. Report from the Finance Committee:
  - a. Consider recommendation to approve February 2016 financial statements.
5. Approval of Minutes of the February 22, 2016 Regular Meeting.
6. Fire Chief's Report.
7. Board of Director's report.
8. Suggestions from Directors for items other than regular agenda items to be included for the April 25, 2016 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 March 31, 2016.

MONTECITO FIRE PROTECTION DISTRICT



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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.

April 4, 2016

# Agenda Item #4



**MONTECITO FIRE PROTECTION DISTRICT**  
**CASH RECONCILIATION - ALL FUNDS**  
**February 29, 2016**

	Fund 3650 General	Fund 3651 Pension Obl.	Fund 3652 Capital Outlay	Fund 3653 Land & Bldg	All Funds
Cash Balance at 2/1/16	5,251,129.52	191.42	2,214,283.25	4,574,291.86	12,028,197.56
<b>Income:</b>					
Tax Revenue	-	-	-	-	-
<b>Other:</b>					
Mad River Complex, 08/05-08/21/15	32,622.31	-	-	-	32,622.31
Gasquet Complex, 08/15-09/02/15	30,772.33	-	-	-	30,772.33
Mad River Complex, 08/02-08/19/15	28,930.21	-	-	-	28,930.21
ONC Staging, 08/06-08/11/15	28,535.49	-	-	-	28,535.49
Chorro Fire, 08/03-08/06/15	19,806.16	-	-	-	19,806.16
LPNF Fire Support, 08/29/15	799.94	-	-	-	799.94
Rough Fire, 08/22-09/06/15	221,591.66	-	-	-	221,591.66
	<u>363,058.10</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>363,058.10</u>
<b>Expenses:</b>					
Claims Processed	(101,043.02)	-	-	(40,615.40)	(141,658.42)
Payroll	(828,547.42)	-	-	-	(828,547.42)
<b>Other:</b>					
Interfund Transfers	-	-	-	-	-
Reimbursed expenses*	375.00	-	-	-	375.00
	<u>(929,215.44)</u>	<u>-</u>	<u>-</u>	<u>(40,615.40)</u>	<u>(969,830.84)</u>
Cash Balance at 2/29/16	<u>4,684,972.18</u>	<u>191.42</u>	<u>2,214,283.25</u>	<u>4,533,676.46</u>	<u>11,421,424.82</u>
Cash in Treasury per Balance Sheet	<u>5,046,204.63</u>	<u>191.42</u>	<u>2,214,283.25</u>	<u>4,533,676.46</u>	<u>11,794,355.76</u>
<b>Difference</b>	361,232.45	-	-	-	361,232.45
<b>Reconciliation:</b>					
Outstanding payroll payments					
Delta Dental	14,331.58	-	-	-	14,331.58
Vision Service Plan	2,906.80	-	-	-	2,906.80
CalPERS retirement contributions	71,742.05	-	-	-	71,742.05
Mass Mutual contributions	20,209.00	-	-	-	20,209.00
Payroll direct deposit	252,043.02	-	-	-	252,043.02
	<u>361,232.45</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>361,232.45</u>

\* Summary of reimbursed expenses:

Carpinteria-Summerland Fire District - Reimbursement for ACLS/PALS tuition for 2 students, \$375

**MONTECITO FIRE PROTECTION DISTRICT  
WARRANTS AND CLAIMS DETAIL  
February 2015**

Payee	Description	Amount
<b>Fund 3650 - General</b>		
ADP Inc	ADP fees, 2 months	580.53
Aflac	Employee paid insurance, January	1,526.28
Airgas West	Oxygen refills	111.10
Allstar Fire Equipment Inc	PPE: suspenders (10), hoods (10)	774.92
Allstar Fire Equipment Inc	PPE: Structure gloves (15)	1,326.78
Bound Tree Medical	Patient medical supplies, 2 months	3,045.17
Burtens Fire Inc	Vehicle supplies for PT91 and OES 317	176.91
Burtens Fire Inc	Foam controller, E92	1,134.75
California Electric Supply	110 volt outlet for Medic91	18.58
Callback Staffing Solutions LLC	Online scheduling program, 2 months	189.00
Capitol Public Finance Group LLC	Financial policies consulting, Nov.	1,575.00
Chapman, Scott	S. Chapman Reimb: Management 2D	1,243.12
Chapman, Scott	S. Chapman Reimb: Command 2E	970.79
Chapman, Scott	S. Chapman Reimb: Columbia Southern MAT 1301	567.00
CIRGIS Inc	CIRGIS aerial imagery final payment (budgeted)	4,000.00
Coastal Copy	Fax machine for Prevention Bureau	733.32
Code 3 Life Support Education	ACLS and PALS renewal course	1,750.00
Community Radio Inc	Gibraltar space quarterly rental, January-March	919.92
Compressed Air of CA	MAKO air compressor repair parts	286.33
Conexis Benefits Administrator LP	FSA plan reimbursements, employee paid	5,085.87
Cox Communications	CAD connectivity & Internet	2,761.90
Davis, Shaun	S. Davis Reimb: Burn prop lunch	83.38
Day Wireless Systems	Service call to repair mobile repeater in BC	610.80
Department of Justice	LiveScan fingerprint screening (2)	98.00
Entenmann Rovin Co	Badges (2)	235.54
Geo Elements LLC	Gibraltar Fire run damage assessment	1,080.00
Goldman Magdalin Krikes LLP	Worker's comp legal services, 2 months	210.00
Hauser, Ben	B. Hauser Reimb: AHC Fire Technology 104	158.00
Hauser, Ben	B. Hauser Reimb: Firehouse World	60.00
Hauser, Ben	B. Hauser Reimb: Leadership 381	2,237.79
Hugo's Auto Detailing	Car wash service, January	160.00
Impulse Internet Services	Phone services, March	497.65
InformaCo Emend Billing Service	IT support, February	4,600.00
InformaCo Emend Billing Service	IT support (billable), January	1,320.00
Interstate Batteries of Sierra Madre	Batteries for E392	357.32
Johnson Equipment Co	Mobile radio microphone cords (2)	98.01
Kimball Midwest Corp	Mechanic shop stock supplies	698.07
Kussmaul Electronics Co	On-board battery charger, E391 & E392	1,479.92
Marborg Industries	Refuse disposal, 2 months	862.10
McCormix Corporation	Diesel fuel, 1/28	539.93
McCracken, Ryland	R. McCracken Reimb: ICS 300	586.20
Mission Uniform Service Inc	Shop towels, 2 months	863.95
Montecito Journal	Public notice: CWPP public meeting	66.00
Montecito Tree Care Inc	Post-project chipping: 810 Cima del Mundo	6,880.00
Montecito Village Hardware	Hardware supplies: cords, sprayer	53.97
Montecito Water District	Water service	582.88
Muller, Leslie	L. Muller Reimb: Navigator Conference	1,250.30
O'Connor Pest Control	Quarterly pest control maintenance	178.00
Peyton Scapes	Landscape maintenance	550.00

**MONTECITO FIRE PROTECTION DISTRICT  
WARRANTS AND CLAIMS DETAIL  
February 2015**

Payee	Description	Amount
Precision Imaging	Office copier usage fee, 2 months	719.31
Precision Imaging	Service call for loft fax machine	140.00
Precision Imaging	Staples for Toshiba copier	97.72
Price Postel & Parma	Legal services, December	7,418.50
Price Postel & Parma	Legal services, January	4,284.00
Ready Refresh By Nestle	Bottled water	173.08
Safety Kleen Corp	Quarterly solvent tank maintenance	326.99
Sansum Clinic	Employee annual medical exams	9,509.50
Santa Barbara Co Fire Chief Assoc	Training: S-339 All Risk Course (6 students)	2,970.00
Santa Barbara Locksmiths Inc	Service call to repair generator room knob, Sta. 1	105.00
Santa Barbara News Press	Newspaper subscription, 1 year	194.35
Santa Barbara Trophy	Mailbox tags and Directors' name plates	122.31
Satcom Global Inc	Satellite phone charges	151.59
SB County Auditor-Controller	Additional user tax	96.42
SB Mailworks	Neighborhood chipping flyer: 1/27/16	183.18
Sintra Group	Pre-employment background check - 1 employee	1,357.50
South Coast Emerg. Vehicle Svce	Mechanic shop supplies	134.02
Southern California Edison	Electricity service	1,603.84
Sprinkle Tire Inc	Tires (6), mounting and alignment service, R91	991.54
Sprint	E92 Sim card for MDC, 2 months	75.98
Suds-Duds Launderette	Turnouts cleaned	451.25
The Gas Company	Gas service, 2 months	459.81
The UPS Store	Shipping charges and supplies	43.54
The Village Service Station	Gasoline charges, January	1,197.07
US Bank Corporate Card	Certified mail	29.05
	NFPA 299 publication	34.65
	Fax, back-up server, & website assist monthly fees	38.94
	Breakfast for AFSS meeting (reimbursed)	77.26
	Jenkins/Reed: Everbridge training lunches	97.65
	UHF/VHF radio adapter kit	186.19
	E-mail spam software and DVD writer (932)	187.84
	Shop vacuum and 3 tire pressure gauges	188.46
	Gasoline charges	266.26
	Vehicle cleaning supplies and repair parts	397.88
	Meals for captain interview panels, RAWs lunch	446.06
	Gregson/Lauritson: Arson Investigations Conference	484.47
	T. Ederer: Firehouse World Conference	499.00
	New windshield (900)	610.00
	Exercise bike (budgeted)	625.32
	J. Badaracco: CA Fire Mechanics tuition and tests	846.37
	Taylor/Gil: LCW Annual Conference	1,060.40
	PPE: Extrication gloves	1,164.64
	Widling/Bass/Galbraith: Apparatus Symposium	2,559.60
Ruggiero Plumbing	Plumbing repairs in kitchen and bathroom, Sta. 2	355.00
Lewis Plumbing	Plumbing service call - clogged drain, Sta. 2	185.00
Draganchuck	Service call to reset fire alarm system, Sta. 2	150.00
Verizon California	Phone service	1,415.11
Verizon Wireless	Wireless service, January	1,034.89
Villarreal, Jeff	J. Villarreal Reimb: Firehouse World (train ticket)	121.40
	Fund 3650 Total	<u>101,043.02</u>

**MONTECITO FIRE PROTECTION DISTRICT  
WARRANTS AND CLAIMS DETAIL  
February 2015**

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
<b><u>Fund 3653 - Land &amp; Building</u></b>		
Dudek & Associates Inc	Archaeological assessment - San Leandro	500.00
Price Postel & Parma	Legal services - San Leandro, December	20,590.90
Price Postel & Parma	Legal services - Station 3, January	2,520.00
Price Postel & Parma	Legal services - San Leandro, January	12,504.50
Waters Land Surveying	ALTA survey and report - San Leandro	4,500.00
	Fund 3653 Total	<u>40,615.40</u>



**MONTECITO FIRE PROTECTION DISTRICT  
PAYROLL EXPENDITURES  
February 2016**

Regular Salaries	\$	504,915.02
Part-Time Salaries		4,548.15
Directors Fees		1,360.00
Auxiliary		3,910.00
FLSA Safety		5,886.10
FLSA Dispatch		2,727.09
Overtime		50,792.77
Dispatch Cadre Earnings		2,028.00
Mass Mutual 457 Contribution		8,000.00
4850 Labor Code Payroll		<u>2,023.60</u>
 Gross Wages	 \$	 586,190.73
 District Contributions to Insurance		 120,236.81
District Contributions to Medicare/SS		8,369.59
District Contributions to SUI		351.37
CalPERS Employee Contribution, District paid		47,860.63
CalPERS Employer Contribution, Employee paid		(24,868.69)
CalPERS, District Contribution		96,245.92
Health and Dependent Care FSA Contributions		(4,312.62)
Due to AFLAC		<u>(1,526.32)</u>
 Total Benefits		 <u>242,356.69</u>
<b>Grand Total</b>	<b>\$</b>	<b><u>828,547.42</u></b>

**MONTECITO FIRE PROTECTION DISTRICT  
OVERTIME DETAIL  
February 2016**

Name	Date Worked	Comp Hrs	OT Hrs	Total Amount	Constant Staffing	Fire Reimbursable	Overtime	Description
Davis, S.	01/11/16		8.5	511.66			511.66	Burn prop training
Holthe, D.	01/12/16	8.0	-	-	-			
Holthe, D.	01/13/16	7.0	-	-	-			
Elliott, M.	01/21/16		10.0	688.50	688.50			
Blake, G.	01/23/16		3.5	219.92			219.92	ACLS class
Fuentes, E.	01/25/16		24.0	1,730.52	1,730.52			
Reed, J.	01/25/16		1.0	72.48			72.48	Board meeting
Gil, A.	01/26/16		1.0	84.74			84.74	Board meeting
Reed, J.	01/26/16		3.0	217.44			217.44	Payroll assistance (CSFD)
Villarreal, J.	01/26/16		9.5	752.97	752.97			
Wrenn, B.	01/26/16		9.0	398.79			398.79	Auto extrication training
Davis, S.	01/27/16		24.0	1,444.68	1,444.68			
Grant, L.	01/27/16		24.0	1,063.44	1,063.44			
Powell, K.	01/27/16		24.0	1,405.08	1,405.08			
Bass, L.	01/28/16		6.0	393.66			393.66	HazMat meeting
Villarreal, J.	01/28/16		24.0	1,902.24	1,902.24			
Bass, L.	01/29/16		6.0	393.66			393.66	HazMat meeting
Whilt, S.	01/29/16		6.0	295.56	295.56			
Gregson, A.	02/01/16		15.0	963.00	963.00			
Lauritson, R.	02/01/16		14.0	1,706.67	1,706.67			
Poulos, T.	02/01/16		24.0	1,544.04	1,544.04			
Skei, E.	02/01/16	24.0	-	-	-			
Blake, G.	02/02/16		24.0	1,508.04	1,508.04			
Gregson, A.	02/02/16		15.0	963.00	963.00			
Fuggles, K.	02/03/16	24.0	-	-	-			
Gregson, A.	02/03/16		15.0	963.00	963.00			
Holthe, D.	02/03/16		24.0	1,991.88	1,991.88			
Ederer, T.	02/04/16		24.0	1,925.00	1,925.00			
Mann, K.	02/05/16		24.0	1,730.52	1,730.52			
Taylor, J.	02/05/16		2.5	103.35			103.35	Dispatcher quarterly meeting

Name	Date Worked	Comp Hrs	OT Hrs	Total Amount	Constant Staffing	Fire		Description
						Reimbursable	Overtime	
Wrenn, B.	02/06/16		10.0	443.10	443.10			
Hickman, K.	02/08/16		5.5	357.72	-		357.72	Paramedic training
Muller, L.	02/08/16		2.0	92.85			92.85	CPR/AED training
Villarreal, J.	02/08/16		24.0	1,902.24	1,902.24			
Walkup, R.	02/08/16		9.0	539.87	539.87			
<b>Payroll 2/16/16</b>				<b>28,309.62</b>	<b>25,463.35</b>	<b>-</b>	<b>2,846.27</b>	
Whilt, S.	01/16/16		3.5	172.41			172.41	ACLS class
Blake, G.	01/17/16		3.0	188.51			188.51	PALS class
Bennewate, B.	01/25/16		24.0	1,288.80	1,288.80			
Bennewate, B.	02/03/16		24.0	1,288.80	1,288.80			
Gil, A.	02/07/16	4.5	-	-			-	Financial audit financials/payroll prep
Gregson, A.	02/07/16		24.0	1,925.00	1,925.00			
Grant, L.	02/09/16		3.0	132.93	132.93			
Hickman, K.	02/09/16	8.0	16.0	1,040.64	1,040.64			
Reed, J.	02/10/16		1.0	72.48			72.48	CWPP public meeting
Walkup, R.	02/12/16		24.0	1,439.64	1,439.64			
Jenkins, J.	02/13/16		12.0	1,289.34	1,289.34			
Taylor, J.	02/13/16	12.0	-	-				
Grant, L.	02/14/16		24.0	1,063.44	1,063.44			
Widling, A.	02/14/16		24.0	1,925.00	1,925.00			
Muller, L.	02/15/16		24.0	1,114.20	1,114.20			
Hickman, K.	02/16/16		2.0	130.08			130.08	Paramedic accreditation class
McCracken, R.	02/17/16	4.0	20.0	1,321.20	1,321.20			
Wrenn, B.	02/17/16		9.0	398.79	398.79			
Briner, A.	02/18/16		18.0	1,373.22	1,373.22			
Muller, L.	02/19/16		16.0	742.80	742.80			
Galbraith, A.	02/20/16		5.5	331.07			331.07	PALS class
Lauritson, R.	02/20/16		24.0	2,925.72	2,925.72			
Widling, A.	02/20/16		24.0	1,925.00	1,925.00			
Whilt, S.	02/22/16		8.0	394.08	394.08			
<b>Payroll 3/1/16</b>				<b>22,483.15</b>	<b>21,588.60</b>	<b>-</b>	<b>894.55</b>	
<b>Grand Total</b>				<b>50,792.77</b>	<b>47,051.95</b>	<b>-</b>	<b>3,740.82</b>	
<b>% of Total</b>				<b>100.0%</b>	<b>92.6%</b>	<b>0.0%</b>	<b>7.4%</b>	

**MONTECITO FIRE PROTECTION DISTRICT  
OVERTIME SUMMARY**

**Fiscal Year 2014-15**

Month Paid	Constant Staffing	Fire Assignments	Overtime	Total OT
JULY	54,746.66	-	3,482.39	58,229.05
AUGUST	86,994.40	187,986.81	2,798.86	277,780.07
SEPTEMBER	48,043.14	106,053.76	5,491.04	159,587.93
OCTOBER	52,145.54	43,661.73	6,047.12	101,854.39
NOVEMBER	46,710.60	-	14,769.37	61,479.97
DECEMBER	85,597.37	-	27,550.49	113,147.86
JANUARY	90,637.81	-	7,324.76	97,962.57
FEBRUARY	42,332.31	-	8,579.85	50,912.16
MARCH	62,100.66	-	31,683.75	93,784.41
APRIL	94,279.85	-	20,875.14	115,154.99
MAY	32,281.95	-	8,358.40	40,640.35
JUNE	37,471.74	31,262.47	3,958.29	72,692.50
<b>TOTAL</b>	<b>733,342.01</b>	<b>368,964.77</b>	<b>140,919.46</b>	<b>1,243,226.23</b>

	Cons.Staff.	Fire Asgmts	Overtime	Total OT
YTD Feb 2015	507,207.81	337,702.30	76,043.88	920,953.98

**Fiscal Year 2015-16**

Month Paid	Constant Staffing	Fire Assignments	Overtime	Total OT
JULY	26,341.64	46,353.98	2,422.62	<b>75,118.24</b>
AUGUST	39,374.01	392,353.36	1,923.13	<b>433,650.50</b>
SEPTEMBER	81,872.55	211,227.62	2,502.77	<b>295,602.94</b>
OCTOBER	67,164.38	1,767.60	1,435.33	<b>70,367.31</b>
NOVEMBER	66,602.43	28,894.69	15,424.45	<b>110,921.57</b>
DECEMBER	96,812.16	4,730.31	12,117.85	<b>113,660.32</b>
JANUARY	52,753.02	2,139.45	6,680.76	<b>61,573.23</b>
FEBRUARY	47,051.95	-	3,740.82	<b>50,792.77</b>
MARCH				-
APRIL				-
MAY				-
JUNE				-
<b>TOTAL</b>	<b>477,972.13</b>	<b>687,467.01</b>	<b>46,247.73</b>	<b>1,211,686.87</b>
<b>Budget</b>	<b>750,000.00</b>	<b>325,000.00</b>	<b>125,000.00</b>	
<b>% of Budget</b>	<b>63.7%</b>	<b>211.5%</b>	<b>37.0%</b>	

**MONTECITO FIRE PROTECTION DISTRICT  
FIRE ASSIGNMENTS BILLING DETAIL  
FY 2015-16**

Fire Name, #	Invoice #	Period Covered	Invoice Date	Agency	Total Due	Date Received	Amount Received
Parkhill Fire, CA-SLU-006113		06/20-06/23/15	09/29/15	Cal-OES	\$ 1,037.07	12/14/15	\$ 1,037.07
Mesa Fire, CA-SBC-007898	2015108	06/29-06/30/15	09/29/15	Cal-OES	3,017.51	12/28/15	3,017.51
Lake Fire (E931 & 921), CA-BDF-007894	2015194	07/01-07/03/15	11/30/15	Cal-OES	2,315.59	03/16/16	2,315.59
Lake Fire (932), CA-BDF-007894	2015-17	06/25-07/06/15	10/15/15	USFS	19,227.21	11/18/15	19,227.21
Chorro Fire, CA-LPF-002288	2015-18	08/03-08/06/15	10/15/15	USFS	19,806.16	02/17/16	19,806.16
Mad River Complex, CA-SRF-001433	2015-19	08/02-08/19/15	10/15/15	USFS	28,930.21	02/17/16	28,930.21
Lowell Fire, CA-NEU-017851	20153313	07/26-07/30/15	10/12/15	Cal-OES	46,996.05	12/14/15	46,996.05
CNR Support, CA-CNR-000022	20153454	08/07-08/10/15	10/23/15	Cal-OES	19,391.22	12/28/15	19,391.22
White Fire, CA-SBC-009320	20153603	08/01-08/02/15	10/28/15	Cal-OES	4,058.52	12/28/15	4,058.52
Mad River Complex, CA-SRF-001433	20154095	08/05-08/21/15	11/18/15	USFS	32,622.31	02/05/16	32,622.31
River Complex, CA-SHF-002066	20154054	08/06-08/24/15	11/18/15	USFS	200,562.30	03/04/16	200,562.30
Rocky Fire, CA-LNU-006984	20153812	07/30-08/11/15	11/09/15	Cal-OES	116,362.67	03/01/16	116,362.67
36 Fire, CA-TGU-006675	20154005	08/08-08/10/15	11/16/15	Cal-OES	25,656.88	03/01/16	25,656.88
Jerusalem Fire, CA-LNU-007410	20154367	08/11-08/16/15	11/21/15	Cal-OES	10,927.14	03/01/16	10,927.14
Rough Fire, CA-SNF-001746	20154208	08/22-09/06/15	11/19/15	USFS	221,591.66	02/19/16	221,591.66
ONC Staging, CA-ONC-000005	2015-22	08/06-08/11/15	12/02/15	USFS	28,535.49	02/17/16	28,535.49
Gasquet Complex (921), CA-SRF-001488	2015-23	08/15-09/02/15	12/02/15	USFS	30,772.33	02/17/16	30,772.33
LPNF - Fire Support, CA-LPF-000004	2015-24	8/29/2015	12/02/15	USFS	799.94	02/17/16	799.94
Cuesta Fire, CA-SLU-008555	20154658	08/18-08/27/15	12/02/15	Cal-OES	29,628.07	03/01/16	29,628.07
Fork Complex, CA-SHF-002067	20154773	08/10-08/20/15	12/04/15	USFS	144,153.71	03/16/16	144,153.71
Gasquet Complex, CA-SRF-001488 (PIO)	20154597	08/30-09/14/15	12/02/15	USFS	39,221.56	03/10/16	36,906.66
Gasquet Complex, CA-SRF-001488 (900)	20154568	08/30-09/14/15	12/08/15	USFS	67,689.24	03/15/16	67,689.24
Butte Fire, CA-AEU-024918	20155830	09/10-09/21/15	01/17/16	Cal-OES	157,871.59	03/18/16	157,871.59
Valley Fire, CA-LNU-008670	20155430	09/16-09/17/15	01/29/16	Cal-OES	8,822.90	03/18/16	8,822.90
Gibraltar Fire, CA-LPF-003471	2016-02	10/29-10/30/15	02/22/16	USFS	42,569.09	03/24/16	42,569.09
Solimar Fire, CA-VNC-089187	20156173	12/26-12/27/15	02/09/16	Cal-OES	14,521.02		
					<b>\$ 1,317,087.45</b>		<b>\$ 1,300,251.52</b>

**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

January 13, 2016  
 File: 12611  
 Invoice #: 126961  
 Billing Attorney: MSM

**ACCOUNT SUMMARY BALANCE**

RE: General Matters	\$413.00
Our File Number: 12611-00000	
RE: Attorney Opinions	\$501.50
Our File Number: 12611-00024	
RE: Board Mtgs	\$1,799.50
Our File Number: 12611-00061	
RE: De Sitter Property	\$4,704.50
Our File Number: 12611-00078	
RE: San Leandro Lane	\$13,172.40 - Fund 3653
Our File Number: 12611-00086	

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Total Current Fees & Costs	\$20,590.90
* * * * *	- 13,172.40 - Fund 3653
	7,418.50

**SUMMARY OF CURRENT BILLING**

Current Fees	\$20,453.50
Current Disbursements	\$137.40
Total Current Fees & Costs	\$20,590.90

**SUMMARY OF PAST DUE BALANCES**

Previous Balance	\$9,083.00
Payments - Thank You	\$0.00
<b>TOTAL PAST DUE</b>	<b>\$9,083.00</b>
<b>TOTAL BALANCE DUE</b>	<b>\$29,673.90</b>

**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

February 9, 2016  
 File: 12611  
 Invoice #: 127747  
 Billing Attorney: MSM

**ACCOUNT SUMMARY BALANCE**

RE: General Matters	\$441.00
Our File Number: 12611-00000	
RE: Station Three	\$2,520.00 - Fund 3653
Our File Number: 12611-00059	
RE: Board Mtgs	\$2,110.50
Our File Number: 12611-00061	
RE: De Sitter Property	\$1,732.50
Our File Number: 12611-00078	
RE: San Leandro Lane	\$12,504.50 - Fund 3653
Our File Number: 12611-00086	

---

Total Current Fees & Costs	\$19,308.50
* * * * *	-15,024.50 - Fund 3653
	4,284.00

**SUMMARY OF CURRENT BILLING**

Current Fees	\$20,308.50
Current Disbursements	\$0.00
Courtesy Discount	-\$1,000.00
 Total Current Fees & Costs	 \$19,308.50

**SUMMARY OF PAST DUE BALANCES**

Previous Balance	\$29,909.90
Payments - Thank You	\$29,909.90
TOTAL PAST DUE	\$0.00
TOTAL BALANCE DUE	\$19,308.50

Cochrane Property Management, Inc.

Period: 01 Feb 2016-29 Feb 2016

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 02/01/2016			11,827.92
02/01/2016	Leslie Muller	eCheck receipt	1913-933E	1257 - Rent Income - February 2016	1,350.00		13,177.92
02/02/2016	Larry Todd Edwards	eCheck receipt	AC22-A716	1255 - Rent Income - January 2016	76.54		13,254.46
02/02/2016	Larry Todd Edwards	eCheck receipt	AC22-A716	1255 - Rent Income - February 2016	1,641.46		14,895.92
02/05/2016	Brandon Bennewate	eCheck receipt	13BC-3F60	1259 - Rent Income - February 2016	1,287.00		16,182.92
02/26/2016	Montecito Water District	Payment	ACH - water/ sewer	1257 - Water/Sewer - monthly water 01-1256-03: - February 2016 - Montecito Water monthly bill		69.22	16,113.70
02/29/2016	Cochrane Property Management, Inc.	Check	18803	Administrative Fee - Monthly service fee - min \$5 - February 2016 - Monthly service fee - min \$5		5.00	16,108.70
02/29/2016	Cochrane Property Management, Inc.	Check	18803	Property Mgmt Fees - Property Mgmt Fees for 02/2016		261.30	15,847.40
02/29/2016	MarBorg Industries	Check	18804	Trash/Recycling - 1-65210 4 12/31/15 - Jan/Feb billing period		179.58	15,667.82
02/29/2016	O'Conner Pest Control (SB)	Check	18805	Pest Control - mo rodent service - 30 bait stations - February 2016 - mo rodent service - 30 bait stations		92.00	15,575.82
02/29/2016	Peyton/Scapes	Check	18806	1255 - Gardening/Landscaping - mo gardening 1255 - February 2016		55.00	15,520.82
02/29/2016	Peyton/Scapes	Check	18806	1257 - Gardening/Landscaping - mo gardening 1257 - February 2016		55.00	15,465.82
02/29/2016	Peyton/Scapes	Check	18806	1259 - Gardening/Landscaping - mo gardening 1259 - February 2016		55.00	15,410.82
02/29/2016	Rayne Water Conditioning	Check	18807	1255 - Water/Sewer - Mo. water softening bldg 1255 - February 2016		61.88	15,348.94
02/29/2016	Rayne Water Conditioning	Check	18807	1257 - Water/Sewer - Mo. water softening bldg 1257 - February 2016		47.00	15,301.94
02/29/2016	Rayne Water Conditioning	Check	18807	1259 - Water/Sewer - Mo. water softening bldg 1259 - February 2016		47.00	15,254.94
				Ending Cash Balance			15,254.94
<b>Total</b>					<b>4,355.00</b>	<b>927.98</b>	



**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:** 02/01/2016 to 02/29/2016

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
<b>Operating Income &amp; Expense</b>				
<b>Income</b>				
<b>Income</b>				
Rent Income	4,355.00	100.00	8,710.00	100.00
<b>Total Income</b>	<b>4,355.00</b>	<b>100.00</b>	<b>8,710.00</b>	<b>100.00</b>
<b>Total Operating Income</b>	<b>4,355.00</b>	<b>100.00</b>	<b>8,710.00</b>	<b>100.00</b>
<b>Expense</b>				
<b>Office Expenses</b>				
Administrative Fee	5.00	0.11	10.00	0.11
<b>Total Office Expenses</b>	<b>5.00</b>	<b>0.11</b>	<b>10.00</b>	<b>0.11</b>
<b>Repair &amp; Maintenance</b>				
Gardening/ Landscaping	165.00	3.79	330.00	3.79
Pest Control	92.00	2.11	184.00	2.11
<b>Total Repair &amp; Maintenance</b>	<b>257.00</b>	<b>5.90</b>	<b>514.00</b>	<b>5.90</b>
Property Mgmt Fees	261.30	6.00	522.60	6.00
<b>Utilities</b>				
Water/Sewer	225.10	5.17	478.78	5.50
Trash/Recycling	179.58	4.12	179.58	2.06
<b>Total Utilities</b>	<b>404.68</b>	<b>9.29</b>	<b>658.36</b>	<b>7.56</b>
<b>Total Operating Expense</b>	<b>927.98</b>	<b>21.31</b>	<b>1,704.96</b>	<b>19.57</b>
<b>NOI - Net Operating Income</b>	<b>3,427.02</b>	<b>78.69</b>	<b>7,005.04</b>	<b>80.43</b>
Total Income	4,355.00	100.00	8,710.00	100.00
Total Expense	927.98	21.31	1,704.96	19.57
<b>Net Income</b>	<b>3,427.02</b>	<b>78.69</b>	<b>7,005.04</b>	<b>80.43</b>
<b>Cash Flow</b>	<b>3,427.02</b>		<b>7,005.04</b>	
Beginning Cash	11,827.92		8,249.90	
Beginning Cash + Cash Flow	15,254.94		15,254.94	
Actual Ending Cash	15,254.94		15,254.94	



# Agenda Item #5



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

Held at Fire District Headquarters, 595 San Ysidro Road, February 22, 2016 at 2:00 p.m.

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

**Present:** Director Powell, Director van Duinwyk, Director Sinser, Director Easton. Chief Hickman and District Counsel Mark Manion were also present.

**Absent:** Director Venable

- 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.**

There were no public comments.

- 2. Recognition for 5 years of service: Firefighter Paramedics, Shaun Davis and Robert Galbraith.**

Chief Hickman recognized Bob Galbraith and Shaun Davis for 5 years of service.

- 3. Recognition of Lifesaver Award: Lifeguard, Shannon Busse.**

Chief Hickman recognized Lifeguard, Shannon Busse for her heroic efforts while on duty at the Biltmore Hotel on January 23, 2016.

- 4. Discussion item: Report on the status of the transfer of an easement to Upper Hyde Road property owners.**

District Counsel, Mark Manion provided an update regarding the transfer of an easement to the Upper Hyde Road property owners. He stated that all property owners have been notified and have responded, with the exception of David Jones, a new property owner that has yet to respond. He added that Ivana Noell stated that she does not require the District easement, and is prepared to not accept it. District Counsel recommended an additional 30-day extension regarding the easement transfer agreement in order to attempt to contact Mr. Jones.

- 5. Discussion item: Update on Environmental Impact Report for Station 3.**

Director Sinser stepped down from the Board. Chief Hickman stated that AMEC, staff and Counsel are completing their review and responses to comments from the Agricultural Foundation and the East Valley Preservation Association. The Chief indicated that responses to comments from Petan and the Department of Fish and Game have yet to be completed. Chief Hickman added that these responses should be completed by the next Board meeting. District Counsel indicated that the expectation is that an AMEC representative will present the final version of the EIR document, at which time, the Board

can take action on the document. The Board requested two weeks in advance to review the document prior to the Board meeting. Director Sinsler returned to the Board.

**6. Discussion item: Station 3, including possible alternatives.**

Chief Hickman stated that he is open for suggestions and willing to research on behalf of the Board. Director van Duinwyk stated that the Board should focus for at least the next 90 days minimum to make a decision regarding station 3 at the currently proposed location. Director Sinsler stated that the District should start looking into other alternatives in the meantime, and not be caught short if and when it is determined that the District cannot build on the current location. Mary Rose, representing the East Valley Preservation Association stated that there are 1 ½ acre properties that are available for a much smaller station. She added that she would provide a list of possible sites. After extensive Board discussion, Director van Duinwyk recommended that the staff go through with the presentation of the EIR, and then set up a time-line for future action.

The Board took a break. The meeting reconvened at 3:17 p.m.

**7. Report from the Strategic Planning Committee:**

**a. Consider recommendation to approve the Community Wildfire Protection Plan (CWPP).**

Director Powell provided a report regarding the CWPP, including the process that led to the final document. Director van Duinwyk requested that a chart of the recent fires be added to the document. The motion to approve the CWPP was made by Director van Duinwyk, seconded by Director Sinsler and unanimously passed.

**8. Report from the Finance Committee:**

**a. Consider recommendation to approve January 2016 financial statements.**

Director Sinsler provided a report regarding the Finance Committee meeting. The motion to approve the financial statements ending January 31, 2016 was made by Director Sinsler, seconded by Director van Duinwyk and unanimously passed.

**9. Approval of Minutes of the January 25, 2016 Special Meeting.**

The motion to approve the minutes of the January 25, 2016 Special Meeting was made by Director van Duinwyk, seconded by Director Sinsler and unanimously passed.

**10. Fire Chief's Report.**

Chief Hickman provided an update regarding significant calls during the month of January.

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

Director Easton stated that the one-day seminar she was scheduled to attend in January was canceled due to lack of participation. She indicated that the LAFCO slate approved by the Board was voted in. She also noted that Judy Ishkanian from the Montecito Sanitary District was elected as president of the regional CSDA. Director Easton requested that she be approved to take a strategic planning webinar through CSDA in the amount of \$55.00. She also mentioned that she would attend the CSDA dinner tonight to support Chief Hickman's presentation regarding the Gibraltar Incident. The motion to approve the \$55.00 webinar for Director Easton was made by Director Powell, seconded by Director van Duinwyk and unanimously passed. Director Powell reviewed an email from Ivana Noell withdrawing her request for a 30-day extension for the easement agreement.

**12. Suggestions from Directors for items other than regular agenda items to be included for the March 28, 2016 Regular Board meeting.**

The Board determined that the Regular March meeting will be held on April 4, 2016 at 2:00 p.m.

The meeting was adjourned at 3:50 p.m.

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President John Abraham Powell

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Secretary Gene Sinsler





# Agenda Item #6





**California Special  
Districts Association**  
*Districts Stronger Together*

**DATE:** February 19, 2016

**TO:** CSDA Voting Member Presidents and General Managers

**FROM:** CSDA Elections and Bylaws Committee

**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS  
SEAT B**

---

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2017 - 2019 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular member located within the geographic network that they seek to represent. (See attached Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

**Commitment and Expectations:**

- Attend all Board meetings, held every other month at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend CSDA's two annual events: Special Districts Legislative Days (held in the spring) and the CSDA Annual Conference (held in the fall).
- **Complete all four modules of CSDA's Special District Leadership Academy within 2 years.**  
*(CSDA does not reimburse for expenses for the two conferences or the Academy classes even if a Board or committee meeting is held in conjunction with the events).*

**Nomination Procedures:** Any Regular Member is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is May 20, 2016.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 3<sup>rd</sup>. The ballots must be received by CSDA no later than 5:00 p.m. August 5, 2016. The successful candidates will be notified no later than August 8<sup>th</sup>. All selected Board Members will be introduced at the Annual Conference in San Diego, CA in October.

### **Expiring Terms**

(See enclosed map for regional breakdown)

<b>Northern Network</b>	Seat B Greg Orsini, McKinleyville Community Services District*
<b>Sierra Network</b>	Seat B Ginger Root, Country Club Sanitary District*
<b>Bay Area Network</b>	Seat B Sherry Sterrett, Pleasant Hill Recreation & Park District
<b>Central Network</b>	Seat B Tim Ruiz, East Niles Community Services District*
<b>Coastal Network</b>	Seat B <i>N/A</i>
<b>Southern Network</b>	Seat B Bill Nelson, Orange County Cemetery District*
	Seat B Kathy Tiegs, Cucamonga Valley Water District

(\* = Incumbent is running for re-election)

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or [charlottel@csgda.net](mailto:charlottel@csgda.net).



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2016 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: \_\_\_\_\_

District: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Network: \_\_\_\_\_ (see map on back)

Telephone: \_\_\_\_\_

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Nominated by (optional): \_\_\_\_\_

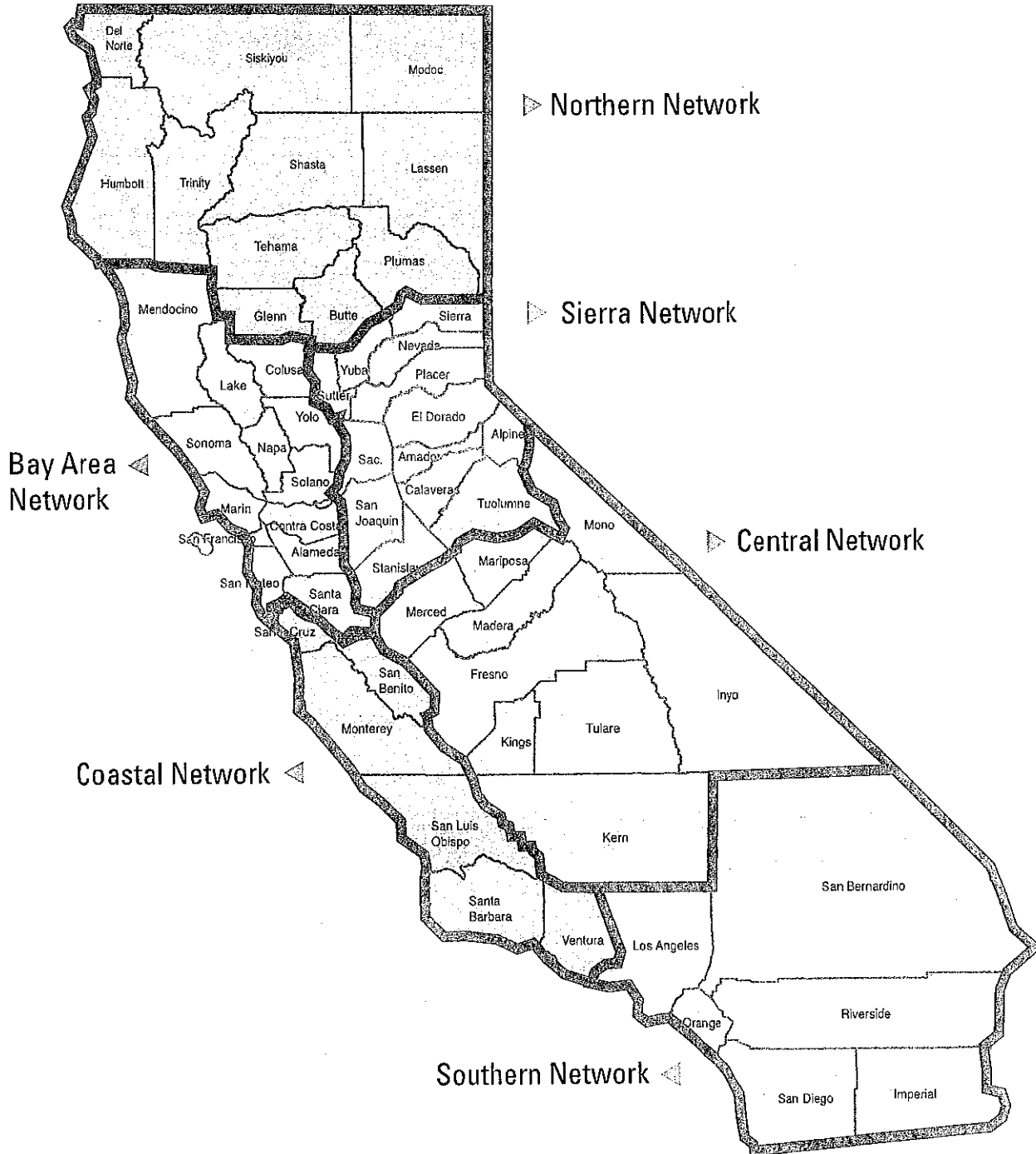
Return this **form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet** by fax or mail to:

CSDA  
Attn: Charlotte Lowe  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732 (916) 442-7889 fax

***DEADLINE FOR RECEIVING NOMINATIONS – May 20, 2016***



California Special Districts Association  
**DISTRICT NETWORKS**





California Special Districts Association  
*Districts Stronger Together*

### 2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: \_\_\_\_\_

District/Company: \_\_\_\_\_

Title: \_\_\_\_\_

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: \_\_\_\_\_

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

\_\_\_\_\_  
\_\_\_\_\_

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

\_\_\_\_\_  
\_\_\_\_\_

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

\_\_\_\_\_  
\_\_\_\_\_

4. List civic organization involvement:

\_\_\_\_\_  
\_\_\_\_\_

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.**



**Santa Barbara County**  
*Chapter of the*  
**California Special  
Districts Association**

SBCCSDA.ORG

>>> *Districts Stronger Together*

February 25, 2016

Board of Directors  
Montecito Fire Protection District  
575 San Ysidro Road  
Santa Barbara CA 93108

Dear Directors,

The Board of SBC CSDA (Santa Barbara County Chapter of the California Special Districts Association) wishes to thank you for allowing Fire Chief Chip Hickman to be our guest speaker at our February 22<sup>nd</sup> dinner meeting. Our meeting garnered record attendance. Our membership and guests were not disappointed. We are receiving rave reviews for the presentation: "The Gibraltar Fire That Wasn't: *from teamwork to victory*".

Thank you to Fire Chief Hickman for taking the time and stress of preparing and presenting the fine talk. Thank you to Kevin Taylor who accompanied him and helped with the program. Thank you to Joyce Reed who also helped in this project. You all projected a fine image of MFPD in particular and Special Districts in general.

We extend a standing invitation to attend our dinner programs in the future. They are always the fourth Monday evening of the month at either Glen Annie Golf Club, Goleta, or Marriott Hotel in Buellton.

Sincerely,

Judith Ishkanian, President, SBCCSDA



K'hoon Bear  
photographed on  
Baylen Island  
August 2015.  
U.S. Forest.

For the Montecito Fire Depart.  
ment, and all of you who  
so generously give your  
time and thoughtfulness  
to keep us safe, and our  
properties pristine!  
Last week you removed lots  
of dead trees from our  
home pasture on East Valley  
between Para Grande and  
Sycamore Canyon. We are so  
grateful and send heart.  
felt thanks! You help us  
sleep at night knowing we  
are prepared should there be fire!  
U. Castagnola. Hunter family

## Joyce Reed

---

**From:** Bente Maike <bmaike@casadorinda.org>  
**Sent:** Monday, March 14, 2016 2:16 PM  
**To:** Joyce Reed  
**Cc:** Marilu Greene  
**Subject:** Casa Dorinda Thank you  
**Attachments:** 3.8.16\_21.jpg; 3.8.16\_17.jpg; 3.8.16\_10.jpg; 3.8.16\_11.jpg

Hi Joyce and all the firemen and volunteers,

We want to give you our heartfelt thanks to the Montecito FD and MERRAG for participating in our second Resident Wellness Fair.

I have attached a few great photos of you to enjoy.

Looking forward to connecting with you again in future events.

Thanks again for being part of making this a successful event.

Marilu and Bente

Bente Maike  
Health & Fitness Coordinator

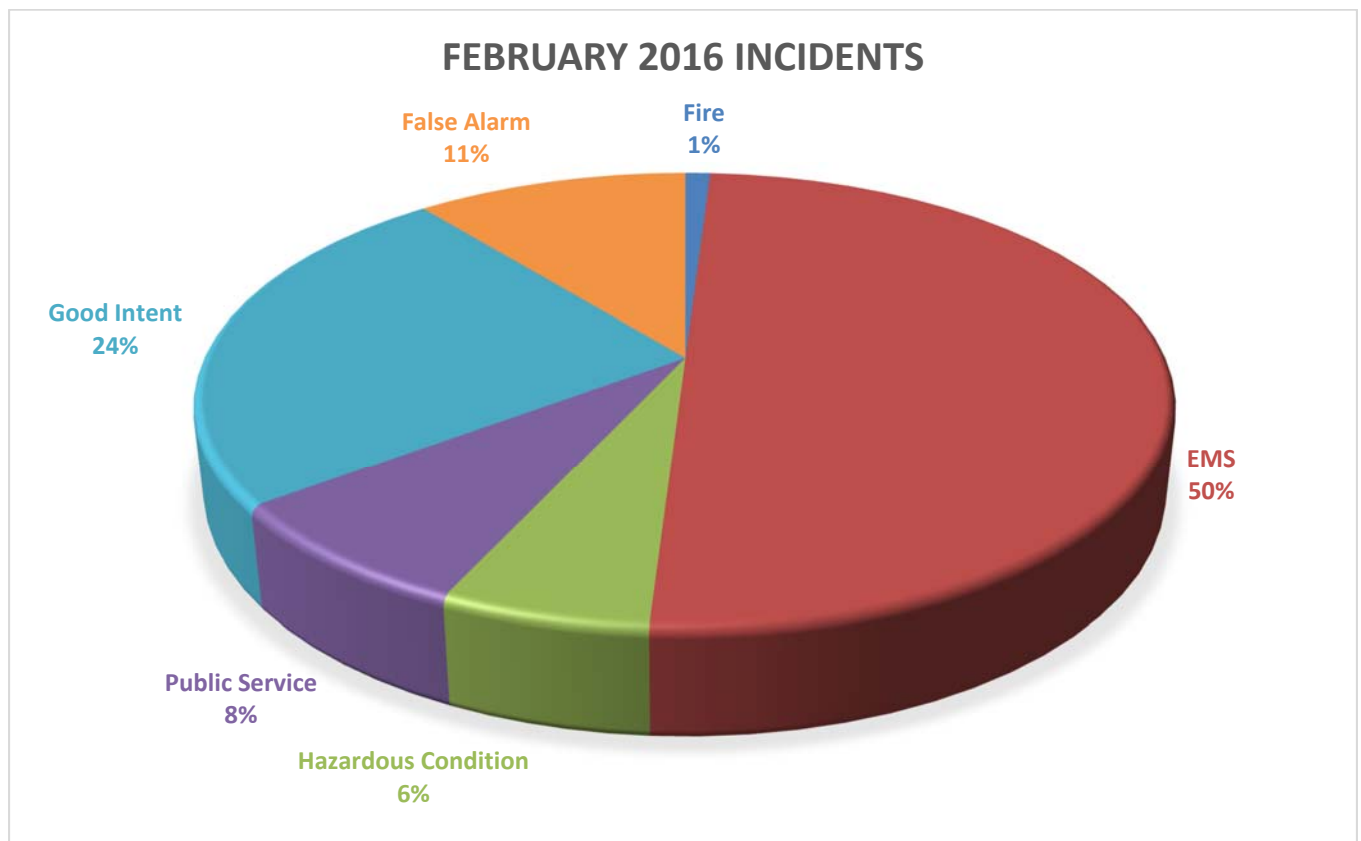


300 Hot Springs Road, Montecito, California 93108  
**Phone** 805.969.8220 | **Fax** 805.969.8686 | **Web** [CasaDorinda.org](http://CasaDorinda.org)

The information contained within this message is confidential and is intended for the above addresses only. If you have received this message in error or if there are any problems, please notify the sender immediately. The unauthorized use, disclosure, copying or alteration of this message is strictly forbidden.

**FEBRUARY 2016  
CALLS BY INCIDENT TYPE  
TOTAL INCIDENTS: 102**

FIRE: 1	EMS: 51
HAZARDOUS CONDITION: 6	PUBLIC SERVICE**: 8
GOOD INTENT*: 25	FALSE ALARM: 11
SEVERE WEATHER: 0	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.

# September 2015 - February 2016 Incident Trend

