

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

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

January 21, 2014 at 2:00 p.m.

Agenda Items May Be Taken Out Of The Order Shown

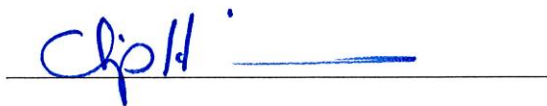
1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time is allotted for this discussion.)
2. Update from representatives of PARS on the District's OPEB investment strategies, and consider changes or modifications.
3. Review current status of Upper Hyde Road Community Facilities District:
 - a. Report from Director Powell regarding meetings with Upper Hyde Road residents.
 - b. Provide direction on how to proceed with Tea Fire Rebuilds and Upper Hyde Road Community Facilities District.
4. Provide direction to Board President for Special District Selection Committee appointment to LAFCO.
5. Public Hearing for Ordinance No. 2013-01 of the Montecito Fire Protection District adopting the 2013 California Fire Code, amending provisions of the 2013 California Residential Code, and subsequent adoption.
6. Approve first reading by title only of Ordinance No. 2014-01 adopting the Fire Protection Plan for the Montecito Fire Protection District and repealing Ordinance No. 2010-02, and scheduling a public hearing at February 2014 regular meeting for the subsequent adoption of the ordinance.
7. Review by District Counsel on Proposition 4 Override Election process.
 - a. Approve Resolution 2014-01 pursuant to section 12001 of the elections code ordering, calling, providing for and giving notice of a special election to be held in the Montecito Fire Protection District on July 8, 2014 for the purpose of submitting to the voters of said district a proposition pursuant to Article XIII B of the constitution of the State of California to retain the Districts increased limits of appropriations.
 - b. Approve Resolution 2014-02 declaring that the special election to be held in the District on July 8, 2014 shall be conducted by all mailed ballots pursuant to section 4108 of the elections code.

- c. Approve Resolution 2014-03 requesting the Board of Supervisors of the County of Santa Barbara to authorize the elections official of the County Clerk-Recorder-Assessor's office of said County to render specified services to the district relating to the conduct of a special election of said District to be held on July 8, 2014, pursuant to Section 10002 of the elections code.
8. Approval of District warrants and claims.
9. Report from the Finance Committee (copy of Agenda for Finance Committee Meeting attached).
 - a. Consider recommended changes to the District's Reimbursement policy.
10. Report from the Strategic Planning Committee (copy of Agenda for Strategic Planning Committee Meeting attached).
 - a. Consider recommendation to hire Citygate Associates to perform the District's Standard of Cover with an Enhanced Risk Assessment.
11. Report from the Community Outreach Committee (copy of Agenda for Community Outreach Committee Meeting attached).
12. Approval of Minutes of December 16, 2013 Regular Meeting.
13. Review and approve response to letter from Carpinteria Summerland Fire Protection District.
14. Consider use of Consent Calendar for future Regular Meetings.
15. Consider request from a Board member to attend the Fire District Association of California's 2014 Annual Conference.
16. Fire Chief's report.
17. Board of Director's report.
18. Suggestions from Directors for items other than regular agenda items to be included for the February 18, 2014 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 14, 2014.

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 #4

LAFCO

Santa Barbara Local Agency Formation Commission
 105 East Anapamu Street ♦ Santa Barbara CA 93101
 805/568-3391 ♦ FAX 805/568-2249

www.sblafco.org ♦ lafco@sblafco.org

November 14, 2013

TO: Presiding Officers of Independent Special Districts

Subject: Special District Appointment(s) to Santa Barbara LAFCO

NOTICE OF A MEETING OF THE SANTA BARBARA COUNTY INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

THIS NOTICE WILL CALL AND GIVE NOTICE that the Santa Barbara County Independent Special District Selection Committee will meet on **Monday, January 27, 2014 at 5:00 p.m.** The meeting will be held at the Santa Ynez Valley Marriot, 555 McMurray Road in Buellton, California.

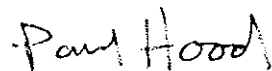
Purpose: The purpose of this meeting is to (a) Select a Regular Special District Member of the Commission for a term of office from March 2, 2014 to March 1, 2018. This position is currently held by Jeff Moorhouse, a Director on the Carpinteria Sanitary District, who term expires on March 1, 2014, and (b). In the event that the District Selection Committee selects the Alternate Special District member to fill the seat of the Regular member, it will also be necessary to appoint a replacement to an unexpired term that ends on March 1, 2016.

Call for Nominations: Nominations for the Regular Special District member should be submitted to the LAFCO Executive Officer, at the above address, **no later than January 15, 2014.** Nominations may be received by mail or offered from the floor at the meeting.

Who Can Vote: The Presiding Officer each Independent Special District is authorized to vote for the Special District members on LAFCO. However, if the presiding officer is unable to attend the meeting, the legislative body of the district may appoint one of its members to attend the meeting of the selection committee in the presiding officer's place. There is one vote per district. Members representing a majority of the eligible district shall constitute a quorum, which is necessary for the selection committee to conduct its business.

Please contact the LAFCO office if you have any questions.

Sincerely,



PAUL HOOD
 Executive Officer

Agenda

Item #5

ORDINANCE NO. 2013-1

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

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

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

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

WHEREAS, on October 28, 2013, Ordinance No. 2013-1 was introduced for first reading; and

WHEREAS, prior to the adoption of Ordinance No. 2013-1, the Board of Directors has made changes to Ordinance No. 2013-1, which requires it being reintroduced for first reading.

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

Section 1. Repeal of Previous Ordinance.

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

Section 2. Adoption of California Fire Code.

There is hereby adopted by the Board of Directors ("Board") of Montecito Fire Protection District ("District"), by reference and incorporation, for the purpose of prescribing regulations of governing conditions dangerous to life and property from fire, hazardous materials or explosion, 2012 International Fire Code and amendments in the 2013 California Fire Code ("Code"), including Appendix Chapter 4 and Appendices B, C, E, F, G, H and I, published by the International Code Council, Inc. including necessary California amendments, save and except such portions as are hereinafter amended, deleted, or added by this Ordinance. A copy of said Code, certified to be a true copy by the Clerk of the Board has been and is now filed in the office of the Clerk of the Board and the same are hereby adopted and incorporated as fully as if set out at length herein. From the date on which this Ordinance shall take effect, the provision thereof shall be controlling within the limits of the territory of the District.

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

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

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

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

Section 4. Definitions.

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

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

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

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

Section 5. Amendments Made in the California Fire Code.

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

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

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

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

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

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

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

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

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

"Automatic Fire Sprinkler Systems

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

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

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

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

Terminology used within this Section shall be as defined in these aforementioned reference standards. The most current edition of these standards shall be utilized at the time of building permit issuance in the design and installation of any automatic fire sprinkler system required by this Section. Where, in any specific case, this Section and the reference standards identified herein specify different requirements, the most restrictive shall prevail.

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

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

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

(b) Existing buildings and structures.

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

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

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

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

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

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

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

1. Section R313.1, Exception, is deleted in its entirety and replaced with the following:
 - a. “Any existing townhouse for which an application for building permits is filed or required to be filed with the County of Santa Barbara for any addition or alteration that meets the following two requirements shall be required to install automatic fire sprinkler systems throughout the entire townhouse:
 - i. Consists of a total floor area of 3,500 square feet or more; and
 - ii. The aggregate structural alteration and/or addition is greater than 1,000 square feet in gross floor area. For purposes of defining “aggregate structural alteration and/or addition” all work that has been permitted by the County of Santa Barbara and constructed on or after October 16, 1991, shall be included in this determination.
 - b. Application. The provisions of this Section shall be applicable within the District’s jurisdiction. If any part of this Section is in conflict with any other part, the more restrictive provision shall be controlling.”
2. Section R313.2, Exception, is deleted in its entirety and replaced with the following:
 - a. “Any existing one- and two-family dwellings for which an application for building permits is filed or required to be filed with the County of Santa Barbara for any addition or alteration that meets the following two requirements shall be required to install automatic fire sprinkler systems throughout the entire dwelling:
 - i. Consists of a total floor area of 3,500 square feet or more; and
 - ii. The aggregate structural alteration and/or addition is greater than 1,000 square feet in gross floor area. For purposes of defining “aggregate structural alteration and/or addition” all work that has been

permitted by the County of Santa Barbara and constructed on or after October 16, 1991, shall be included in this determination.

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

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

Section 7. Amendments Made in the California Building Code.

The California Building Code is amended and changed as follows:

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

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

(a) Exposed concrete slab roof.

(b) Sheet ferrous or copper roof covering only when applied over and fastened to non-combustible materials.

(c) Slate shingles.

(d) Clay or concrete roof tile.

(e) Any other roofing assembly which will, as determined by a certified testing laboratory, meet or exceed the then current test standards required by the Underwriters Laboratories for a "Class A" roof assembly. A "Class A" roof assembly meeting such standards is a roof assembly that is effective against severe fire exposures. Under such severe exposures, roof assemblies of this class are not readily flammable, afford a fairly high degree of fire protection to the roof deck, do not slip from position and pose no flying-brand hazard.

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

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

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

Section 8. Appeals.

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

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

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

Section 10. Enforcement and Penalties.

(a) Any person who violates any of the provisions of this Ordinance or fails to comply therewith, or who violates or fails to comply with any order made hereunder, or who builds in violation of any detailed statement of specifications or plans submitted and approved hereunder, or any certificate or permit issued hereunder, and from which no appeal has been taken, or who fails to comply

with such an order as affirmed or modified by the District Board of Directors or by a court of competent jurisdiction, within the required time, shall severally for each and every such violation and non-compliance, respectively, be guilty of an infraction punishable by a fine of not more than \$250. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each ten days that prohibited conditions are maintained shall constitute a separate offense.

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

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

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

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

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

Section 11. Liability.

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

Section 12. Findings.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 13. Severability.

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

Section 14. Effective Date and Publication.

(a) Effective Date. This Ordinance was introduced for first reading on December 16, 2013, and passed on January __, 2014, and shall take effect 30 days after final passage.

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

PASSED, APPROVED AND ADOPTED by the Governing Board of the MONTECITO FIRE PROTECTION DISTRICT on this ____ day of January, 2014, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

John Venable, President
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

John Abraham Powell, Secretary

STATE OF CALIFORNIA)
)
 COUNTY OF SANTA BARBARA) ss.

I, John Abraham Powell, Secretary of the Governing Board of the Montecito Fire Protection District, DO HEREBY CERTIFY that the above and foregoing is a full, true and correct copy of the California Fire Code hereby adopted Ordinance No. 2013-1 of said District, adopted at a regular meeting of the Governing Board, held on the ___ day of January, 2014, at which meeting a quorum of the Governing Board was present and acting throughout, and that the same has not been amended or repealed.

DATED: This ___ day of January, 2014.

 John Abraham Powell, Secretary
 MONTECITO FIRE PROTECTION DISTRICT

Agenda

Item #6

ORDINANCE NO. 2014-01

AN ORDINANCE OF THE GOVERNING BOARD OF THE MONTECITO FIRE PROTECTION DISTRICT ADOPTING THE FIRE PROTECTION PLAN FOR THE MONTECITO FIRE PROTECTION DISTRICT AND REPEALING DISTRICT ORDINANCE NO. 2010-2.

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

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

WHEREAS, Health and Safety Code Section 13861 provides the District with certain powers, including the power to establish and enforce rules and regulations.

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

Section 1. Repeal of Previous Fire Protection Plan.

Ordinance No. 2010-2 of the Montecito Fire Protection District is hereby repealed.

Section 2. Adoption of Fire Protection Plan.

There is hereby adopted by the Board of Directors (“Board”) of Montecito Fire Protection District (“District”) the Montecito Fire Protection Plan (“Plan”) attached hereto as Exhibit A and incorporated in full herein by this reference. The Plan contains the following sections:

1. Section 1 – Roofing Assembly Requirements.
2. Section 2 – Vegetation Management. (Including Figure 2-1)

3. Section 3 – Access Requirements for Roads and Driveways (Including Figures 3-1, 3-2, 3-3 and 3-4).
4. Section 4a – Water Supply for Fire Protection (Including Figures 4a-1 and 4a-2).
5. Section 4b – Water Storage for Fire Protection (Including Figure 4b-1).
6. Section 5a – Installation Requirements for Residential Sprinkler Systems.
7. Section 5b – Installation Requirements for Non-Residential Sprinkler Systems.
8. Section 6 – Request for Modifications for Post Disaster Rebuilds.

The purpose of the Plan is to establish regulations governing conditions dangerous to life and property from fire. Further, the Plan is intended to supplement the District's adoption of the current version of the California Fire Code, including amendments to the California Fire Code, Building Code and Residential Code (collectively "Code"). In the event of any conflict between the requirements of the Plan and the requirements of the Code, the more restrictive requirement shall govern.

Section 3. Enforcement and Penalties.

(a) Any person who violates any of the provisions of this Ordinance or fails to comply therewith, or who violates or fails to comply with any order made hereunder shall severally for each and every such violation and non-compliance, respectively, be guilty of an infraction punishable by a fine of not more than \$250. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each ten days that prohibited conditions are maintained shall constitute a separate offense.

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

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

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

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

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

Section 4. Liability.

It is the intent of the Board to establish minimum standards for the protection of the public health, safety and welfare. This Ordinance shall not be construed to establish standards of performance, strength, or durability other than those specified. Neither this Ordinance nor any services rendered in connection with or pursuant to its terms by Fire District officers, agents or employees, are intended as nor shall be construed to be the basis for any express or implied

warranties or guarantees to any person concerning any structure or portion thereof or appurtenance thereto constructed, repaired, replaced or removed pursuant to this Ordinance or the Plan hereby adopted.

Section 5. Findings.

The Board, following due consideration, hereby finds and determines that the adoption of the Plan is reasonably necessary due to local climatic, geological, and topographical conditions existing in the District. The District hereby finds and declares that:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 7. Severability.

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

Section 8. Effective Date and Publication.

(a) Effective Date. This Ordinance was introduced for first reading on January 21, 2014, and passed on February 18, 2014, and shall take effect 30 days after final passage.

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

PASSED, APPROVED AND ADOPTED by the Governing Board of the MONTECITO FIRE PROTECTION DISTRICT on this 18th day of February, 2014, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

John Venable, President
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

John Abraham Powell, Secretary

STATE OF CALIFORNIA)
)
COUNTY OF SANTA BARBARA) ss.

I, John Abraham Powell, Secretary of the Governing Board of the Montecito Fire Protection District, DO HEREBY CERTIFY that the above and foregoing is a full, true and correct copy of Ordinance No. 2014-1 of said District, adopted at a regular meeting of the Governing Board, held on the 18th day of February, 2014, at which meeting a quorum of the Governing Board was present and acting throughout, and that the same has not been amended or repealed.

DATED: This 18th day of February, 2014.

John Abraham Powell, Secretary
MONTECITO FIRE PROTECTION DISTRICT

EXHIBIT A

MONTECITO FIRE PROTECTION PLAN



MONTECITO FIRE PROTECTION DISTRICT

595 San Ysidro Rd □□ Santa Barbara, California 93108 □□ (805) 969-7762 □□ FAX (805) 969-3598

MONTECITO FIRE PROTECTION DISTRICT FIRE PROTECTION PLAN

Section 1

ROOFING ASSEMBLY REQUIREMENTS

The Montecito Fire Protection District has mandated that any new or replacement roofing assembly will meet the requirements of the current version of the Code as being “Class A – suitable for extreme fire exposure”. This requirement was based upon the horrendous experience throughout the region with combustible roofing during wildland interface fires.

This requirement exceeds that which the County of Santa Barbara Building & Safety Division (“County”) enforces in other “High Fire Hazard Areas” within unincorporated county areas. The County minimally requires a “Class B – suitable for moderate fire exposure” roofing assembly and further prohibits the use of wood roofing materials.

Replacement of existing and/or application of additional new roof material which amounts to more than 25% of the total roof area would require removal and replacement of the entire roof with conforming class A roofing material.

The Fire District is responsible for the reviewing plans and contract documents for all new and/or replacement roofing projects occurring within its jurisdiction. Roofing permits are initiated through the standard Fire Protection Certificate Application (FPC) process currently utilized for all building permits within unincorporated areas of the County. The County Building Official is responsible for the inspection of any roof installation within the Fire District.

The Fire District reviews plans and/or roofing contracts to verify that a conforming “Class A” roof is being proposed for installation. The contractor or owner’s agent is required to produce such documentation for review by Fire District personnel. Generally a cursory comparison between this documentation and the roofing manufacturer’s product specifications will confirm compliance with the plan review aspects of the Code.

A blank FPC form may be obtained either at the County Building & Safety Division or from the Fire District. The applicant will complete this application and submit it, along with copies of the contract documents, to the Fire District for review. The applicant may submit this documentation by facsimile. In completing the review, Fire District personnel will note the general description of the approved roofing assembly at the bottom of the FPC before signing and dating it.

To obtain the roofing permit, the project applicant would then deliver the FPC to the County Building & Safety Division at which time the County would issue its permit in due course.



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Rooftop Gardens and Landscape Roofs:

The Fire District will allow rooftop gardens / landscaped roofs on a case by case basis but must have prior approval by the District Fire Official.

If approval is granted, only succulent vegetation will be permitted for rooftop gardens and landscape roofs and shall be installed and maintained in accordance with Section 317 of the California Fire Code and Sections 1505.0, 1507.16, and 705A of the California Building Code.



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MONTECITO FIRE PROTECTION DISTRICT FIRE PROTECTION PLAN

Section 2

Vegetation Management

The purpose of this section is to establish minimum standards for protection of life and property by reducing fuel loading and increasing the ability of a building located in any Fire Hazard Severity Zone within the District to resist the intrusion of flames or burning embers projected by a vegetation fire and contribute to a systematic reduction of conflagration losses through the use of performance and prescriptive requirements.

Code Standard References:

- California Resource Code Section 4291
- California Government Code Sections 51175 through 51189
- California Fire Code 2013 Edition Section Chapter 49
- California Building Code 2013 Edition Section 705A

I Hazard Abatement for Vacant Parcels

Annual grasses/ readily combustible fuels (less than ¼ inch shaft diameter). This standard applies to all parcels, regardless of proximity to structures.

1. Parcels less than one acre in size: All grasses shall be mowed or disked to less than 3 inches in height.
2. Parcels one acre or larger in size: Create 30 foot wide fuel breaks around and across the property dividing it into approximately one acre sections. Grasses shall be mowed or disked to less than 3 inches in height.
3. The use of mechanized equipment such as discs and plows, which tend to disturb soils, shall be avoided in all environmentally sensitive habitat areas.

II Fire Hazard Severity Zones in Montecito

Moderate Fire Severity Zone

- *The area of the Fire District south of Highway 101*

Very High Fire Severity Zone

- *The area of the Fire District north of Highway 101 to the north of Highway 101/30*



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III

Vegetation Clearance from Structures

Defensible Space: The term defensible space refers to an area around a structure that is free from flammable vegetation and objects. Defensible space creates a zone around the structure that provides a key area of defense from an approaching wildfire while allowing firefighters to operate safely in protecting structures. Research results clearly demonstrate that defensible space improves the probability of house survival during wildfire.

1. Property Owners shall maintain defensible space of 100 feet from all sides of any structure but not beyond the property line except when adverse conditions exist as referenced in paragraphs 2 and 3 below.

The level to which the Fire District will require fuel modification will depend on the flammability of the structure pursuant to building materials used, building standards in place at the time, location, and type of surrounding vegetation.

Defensible space shall be maintained so a wildfire burning under average weather conditions would be unlikely to ignite the structure. Further, a working structure fire would be less likely to ignite adjacent vegetation if adequate defensible space is provided.

Specimen trees or other ornamental vegetation needs to be pruned and maintained so as to prevent transmission of fire to a structure.

The level to which fuels are required to be managed will vary within the 100-foot perimeter of the structure. The most aggressive clearing of vegetation occurs within the first 30 feet around the structure. Consistent with fuels management objectives, steps should be taken to minimize erosion. For the purposes of this section, “fuel”, means any combustible material including petroleum-based products and wildland vegetation.

- a. All mature trees shall be trimmed up off the ground 6 feet above grade level. For young/immature trees ensure limbs are trimmed well above ground level. The objective is to prevent a ground fire from spreading into the tree canopy.
- b. All native brush and shrubs within the required 100 foot defensible space should be thinned and stripped of dead and/or decadent fuels.
- c. Provide and maintain adequate spacing between the plants in order to minimize fire spread.



MONTECITO FIRE PROTECTION DISTRICT

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- d. Remove that portion of a tree that extends to within 10 feet of the outlet to a chimney or stovepipe.
 - e. Maintain any tree, shrub, or other plant that is adjacent to or overhanging a building free of dead or dying wood.
 - f. Maintain the roof of a structure free of leaves, needles, or other vegetative materials.
 - g. If it is necessary or desirable to re-vegetate, refer to the plant list located on the Fire District website for guidelines.
“Creating Firewise Landscapes” montecitofire.com
2. A greater distance than that required under paragraph 1 may be required by special order from the Fire Chief or designee if additional distance is necessary due to extreme risks. Such risks could include, but not limited to, slopes greater than 40%, heavy decadent fuels, and there is no other feasible mitigation measure possible to reduce the risk of ignition or spread of wildfire to the structure.
 3. Clearance on adjacent properties may be required if it is determined that additional clearing is necessary to significantly reduce the risk of transmission of flame, heat, or embers sufficient to ignite the structure and there is no other feasible mitigation measure to reduce that risk. Additionally, the property owner must have done everything reasonable for good defensible space and fire hardened structure on their property. Clearance on adjacent properties shall only be conducted following written consent by the adjacent landowner. It is the responsibility of the property owner to obtain such consent, not the Fire District.
 4. The Fire Chief may authorize the removal of any vegetation on a given property that is not maintained consistent with the standards of this section. Following written notice, the Fire Chief may prescribe a procedure for the removal of such vegetation and seek reimbursement from the property owner for work that was done consistent with the procedures prescribed in the Code.

IV Environmentally Sensitive Habitat (ESH)

When performing mitigation work in ESH areas, it must be determined that fuel management activities will not result in the taking of endangered, rare, or threatened plant or animal species, nor shall archeological resources be disturbed in the course of such activities.

Selective fuel management shall be practiced to minimize the removal or clearance of dead and/or decadent native riparian vegetation to the extent feasible.



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Maintain native vegetation to the maximum extent possible, consistent with fuel modification requirements.

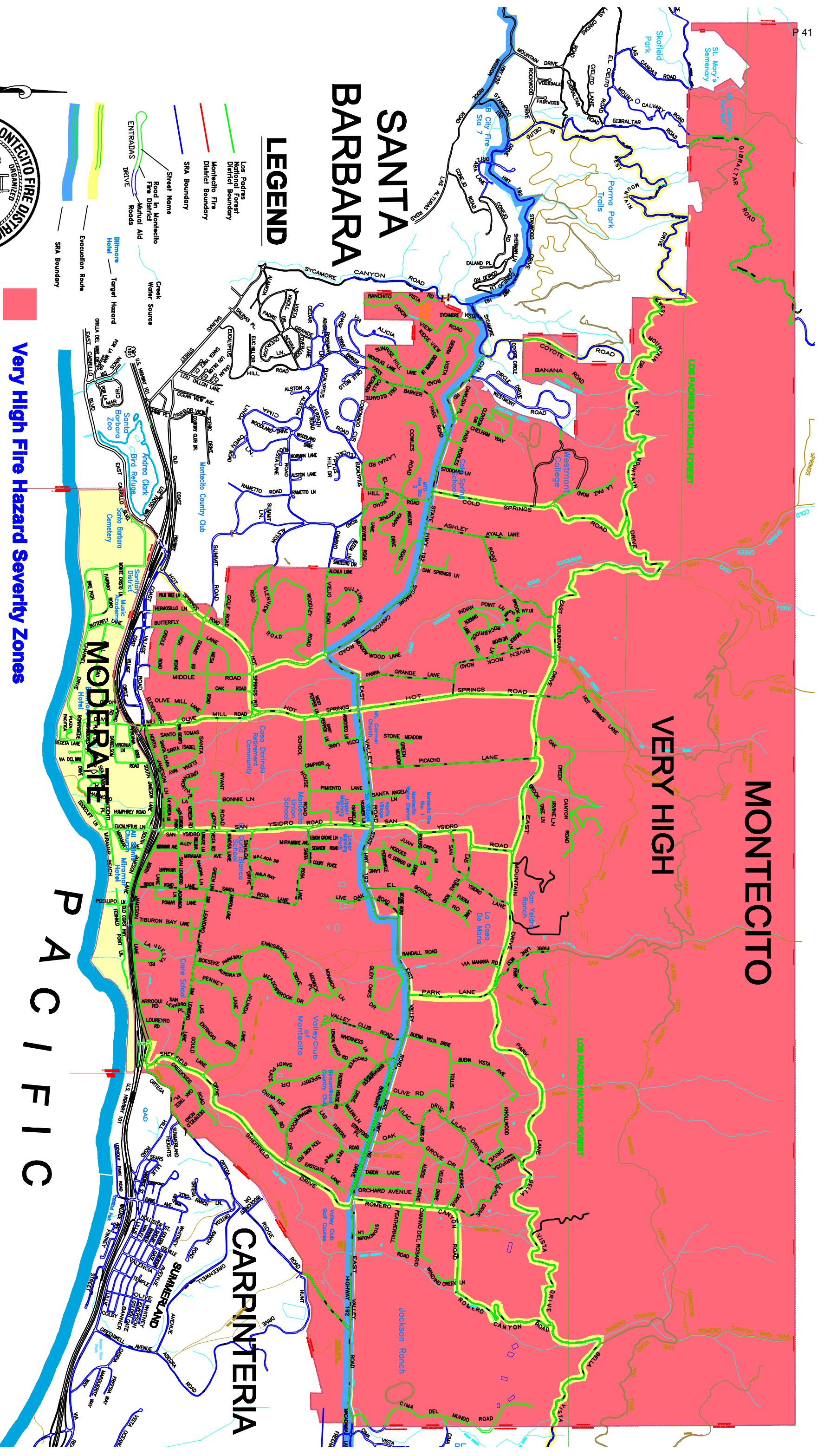
Avoid clearing vegetation during the bird breeding and nesting season (typically March 1 to August 15) in key habitat areas known to support sensitive nesting bird species. Leave live native riparian vegetation and maintain native vegetation adjacent to creeks as much as possible.

Plant materials in excess of 6 inch diameter generally are not required to be removed. It is important to minimize any disturbance of soil. Removal of non-native invasive plants is encouraged.

For clarification or advice on clearing in sensitive areas, please notify the Fire District or County of Santa Barbara Planning and Development (805) 568-2000.

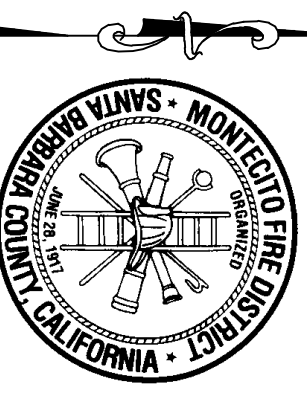
V Roadway / Driveway Vegetation Clearance

1. Property owners are responsible for vegetation maintenance along private roadway / driveways and in most cases along public roads which front their property.
2. A minimum 13 ½ foot vertical clearance shall be maintained above full width of the required roadways and driveways to allow for effective response of emergency vehicles at all times.
3. Horizontal clearance of vegetation shall be maintained, at minimum, to the road right-of-way or the edge of the pavement depending on individual easements to maintain maximum traffic circulation in the event of emergency evacuation.
4. Flammable vegetation such as dead materials, annual grasses, and readily combustible fuels shall be removed for 10 feet on each side of every roadway to prevent wildfire from spreading as a result of vehicular causation (catalytic converters, sparking due to metallic/asphalt abrasion, discarded cigarettes, vehicle fires, etc.).



SANTA BARBARA

LEGEND



- Los Padres National Forest District Boundary
- Montecito Fire District Boundary
- SRA Boundary
- Street Name
- Road In Montecito Fire District Mutual Aid
- ENTRADAS DRIVE
- Creek
- Water Source
- Bithorns Hotel
- Target Hazard
- Evacuation Route
- SRA Boundary

Very High Fire Hazard Severity Zones

Moderate Fire Hazard Severity Zones

Montecito Fire Department Fire Hazard Severity Zones

P A C I F I C

CARPINTERIA

MONTICITO

VERY HIGH

MODERATE

OC



MONTECITO FIRE PROTECTION DISTRICT

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MONTECITO FIRE PROTECTION DISTRICT FIRE PROTECTION PLAN

Section 3

ACCESS REQUIREMENTS FOR ROADS AND DRIVEWAYS

Fire apparatus access roads/driveways shall be provided and maintained in compliance with Section 503 of the California Fire Code (CFC) except as amended by this Section of the adopted Fire Protection Plan (FPP).

All projects for which applications are filed or are required to be filed with the County of Santa Barbara for building permits shall require a review of the access plans for the property and shall be approved by the Fire District prior to receiving a Fire Protection Certificate or County approval for building permit issuance.

The access roadway shall be installed with road-base at minimum and have Fire District approval prior to structural framing. The finished surface shall be completed prior to final approval for occupancy clearance.

I PRIVATE ROADWAY AND DRIVEWAY STANDARDS

a. REQUIRED DRIVEWAY / ROADWAY WIDTHS:

1. SINGLE PARCEL: Driveways serving a single parcel shall have a minimum paved width of **fourteen feet**.
2. TWO TO FOUR PARCELS: Driveways/Roadways serving two to four parcels shall have a minimum paved width of **sixteen feet**.
3. FIVE OR MORE PARCELS: Driveways/Roadways serving five or more parcels shall have a minimum paved width of **twenty feet**.
4. NON-RESIDENTIAL OCCUPANCIES: For driveways /roadways serving non-residential commercial occupancies, the minimum width requirement is **twenty feet**.
5. EXCEPTIONS:

Minimum pavement width shall be fourteen feet except on occasions wherein valued monuments (e.g. large trees, boulders, etc...) might be preserved by reducing the paved width of the driveway/roadway to no less than **twelve feet** at such points.



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b. DRIVEWAY/ROADWAY CURVES:

Curves and bends in the road shall have a 40 foot minimum outside turning radius and have an increased minimum width of 16 feet; Refer to Figure 3a-1.

c. TURNAROUNDS:

1. Turnarounds shall be provided on all dead-end driveways 100 feet or longer.
2. All dead-end roadways /private lanes shall have a turnaround at the end. This requirement is in addition to what may be required for private driveways accessed from the lane.
3. Turnaround configuration shall be either a minimum 80 foot diameter loop or hammerhead configuration 16 feet wide by the required road width plus 56 feet, or a 16 foot wide by 28 foot deep inline rectangular area adjoining the roadway. All turnarounds shall have softened corners with 40 foot radius; Refer to Figure 3a-3.
4. Additional inline turnarounds are to be provided at 400 foot intervals along the roadway or at the Fire Chief's discretion. Minimum inline turnaround configurations shall be a 16 foot wide by 28 foot deep rectangle area adjoining the roadway with softened corners; Refer to Figure 3a-3.
5. Slope Transition: Hammerhead turnarounds shall have a maximum allowance of 5 percent slope unless otherwise approved by the Fire Chief.

d. TURNOUTS:

Turnouts shall be provided at 200 foot intervals or at the Fire Chief's discretion. Minimum turnout configuration shall be 40 foot long by 10 foot wide rectangular area plus 10 foot tapers adjoining the roadway; Refer to Figure 3a-2.

e. SLOPE / GRADE:

1. Driveway / Roadway slopes greater than ten percent shall be certified by a civil engineer.



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2. When driveway / roadway slopes are greater than **ten percent**, chip-seal gravel surfaces will not be permitted.
3. When driveway / roadway slopes are in excess of **fifteen percent**, a concrete surface with broom finish shall be required as stipulated in the code.
4. At no time shall Fire Department access exceed **twenty percent** slope.

f. GATE INSTALLATIONS:

1. **MINIMUM CLEAR WIDTH:** Gate installations shall comply with the Code, and shall have a minimum opening clearance width of not less than the required driveway/roadway width when such driveway/roadway is required for fire department access.
2. **EXCEPTION:** A minimum clearance of twelve feet may be allowed at the Fire Chief's discretion for driveways/roadways not requiring fire department access point or for existing gates with historical significance.
3. **ACCESS FOR GATED COMMUNITIES:** When a single road is provided for ingress and egress, the minimum open gate width shall not be less than the required road width. When there is one road for ingress and one for egress, each gate shall have a minimum clear open width of 15 feet.
4. **ELECTRONICALLY OPERATED GATES:** A Fire District approved key operated switch or box shall be installed at an approved location to allow for emergency response access as stipulated in the Code.
5. **AUXILLIARY BACK-UP POWER:** All security gates shall have a means of auxiliary back-up power in the event of an electrical power outage and shall be maintained operational at all times to ensure a means of egress for residents and for fire response access in accordance with the Code.
6. **GATE LOCATION:** Gates shall be positioned to allow for a minimum 28 foot set-back from the public right-of-way. Also, the gate shall open inward unless otherwise approved by the Fire Chief.



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g. BRIDGES:

1. All private driveways/roadways requiring fire access over bridges or culverts shall be constructed and maintained in accordance with AASHTO HB-17 and evaluated by a California Licensed Civil Engineer at five year intervals.
2. Bridges shall be designed for a live load sufficient to carry the imposed loads of a fire apparatus and shall carry minimum rating of twenty tons (H-20 Rating).
3. Vehicle load limits signs shall be posted at both entrances to the bridge as stipulated in the Code.

h. ANGLE OF APPROACH:

Angle of approach and departure shall not exceed 12 percent rise for a thirty foot run which is to accommodate the overall length of the District's fire apparatus.

i. SURFACE PAVING STANDARDS:

Fire apparatus access roads shall be designed and maintained to support the imposed loads of a fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.

Refer to the following list of approved surfaces:

1. Asphaltic concrete pavement
2. Poured concrete
3. Chip seal, allowable for grades less than 10 percent
4. Interlocking pavers over approved compacted sub-grade
5. A mixture of 6 sacks per cubic yard using half inch pea gravel shall be used when concrete pumping is indicated. Quarter depth control joints shall be located at ten foot minimum intervals. Final surface shall be either coarse broom or burlap drag.

Note: "Grass-Crete" or "Turf Block" is not an acceptable method of paving on an access road and will not be permitted in the District.



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6. Please refer to Figures 3-1, 3-2, 3-3 and 3-4 for illustrations of the above driveway/roadway limitations.

II MINIMUM ROADWAY REQUIREMENTS DURING CONSTRUCTION

Prior to structural framing a five inch thickness of Class II road base compacted to 95% relative compaction shall be installed to cover the required access way. A single application of liquid asphalt emulsion sealcoat shall then be applied to this surface. Prior to final surfacing the base shall be re-compacted after any contaminated surplus is removed.

III SITE MAP DESIGN SUBMITTAL

Prior to a building permit approval, the Fire District shall receive a site map showing the emergency access route is in compliance with District standards as presented in Section 3 of the adopted Montecito Fire Protection Plan. Depending on complexity of the access route, drawings may require certification by a California Licensed Civil Engineer as determined by the Fire Chief.

IV DRIVEWAY / ROADWAY MAINTENANCE

- a. The property owner shall be responsible for maintenance of private driveway/roadways. In receiving final occupancy clearance the property owner agrees to the following conditions:
 1. Driveways/roadways shall be kept clear of all obstructions. Parking shall be prohibited along private access routes and in areas designated as turnouts and turnarounds.
 2. The Fire District reserves the right to require the posting of approved signage to maintain roadway clearance at any time during this occupancy.
 3. A minimum 13 ½ foot vertical clearance shall be maintained above the required clear width of all required access roadways.
 4. The Fire District shall be indemnified and held harmless for any damage to roadways resulting from Fire District use.
 5. Fog-seal coating shall be applied at three-year intervals on all surfaces other than concrete or pavers.



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6. Chip-seal surfacing shall be applied at nine-year intervals on all surfaces other than concrete.
7. All bridges shall be surveyed by a licensed California Civil Engineer at five year intervals. H-Rating of twenty tons shall be required and maintained.
8. The above maintenance responsibility shall be an obligation of successor in interest.

V ADDRESS IDENTIFICATION

- a. New and existing buildings shall have approved address numbers, building numbers, or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. Address numbers identifying all residences shall also be posted at forks in the road and other designated areas which make it obvious for emergency vehicles to locate the correct occupancy.
- b. Address identification shall be Arabic numbers or alphabetical letters and be a minimum 6 inches contrasting with the background.

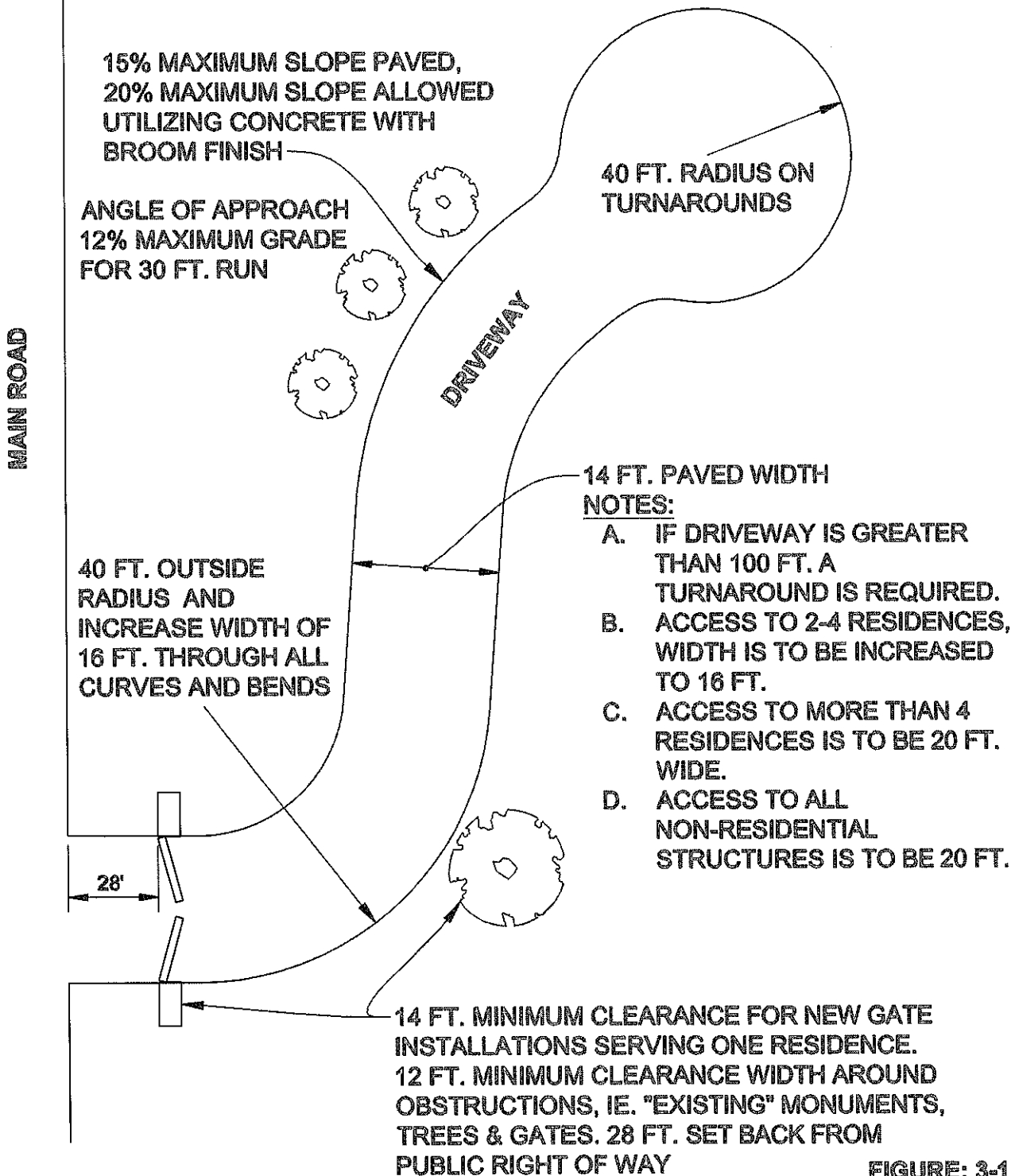
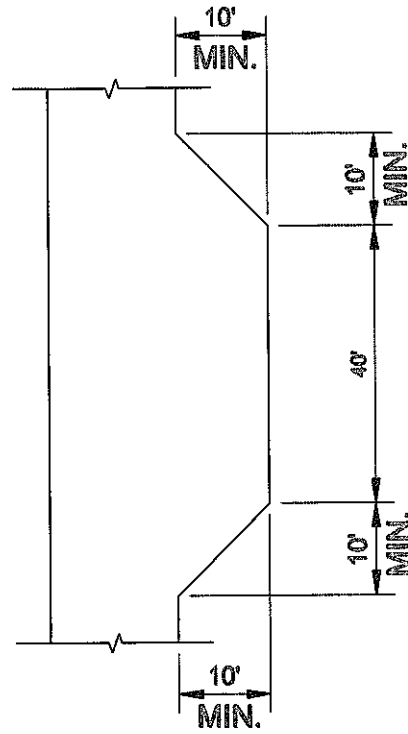


FIGURE: 3-1

ACCESS TO A SINGLE RESIDENCE

MONTECITO FIRE
DEPARTMENT

ADDITIONAL TURNOUTS SHALL BE PROVIDED AT 200 FT. INTERVALS



NOTE: PRESCRIBED PAVING WIDTHS DO NOT ALLOW FOR ROADSIDE PARKING. VERTICAL CLEARANCE ABOVE ACCESS SHALL BE MAINTAINED AT 13½ FT. MINIMUM.

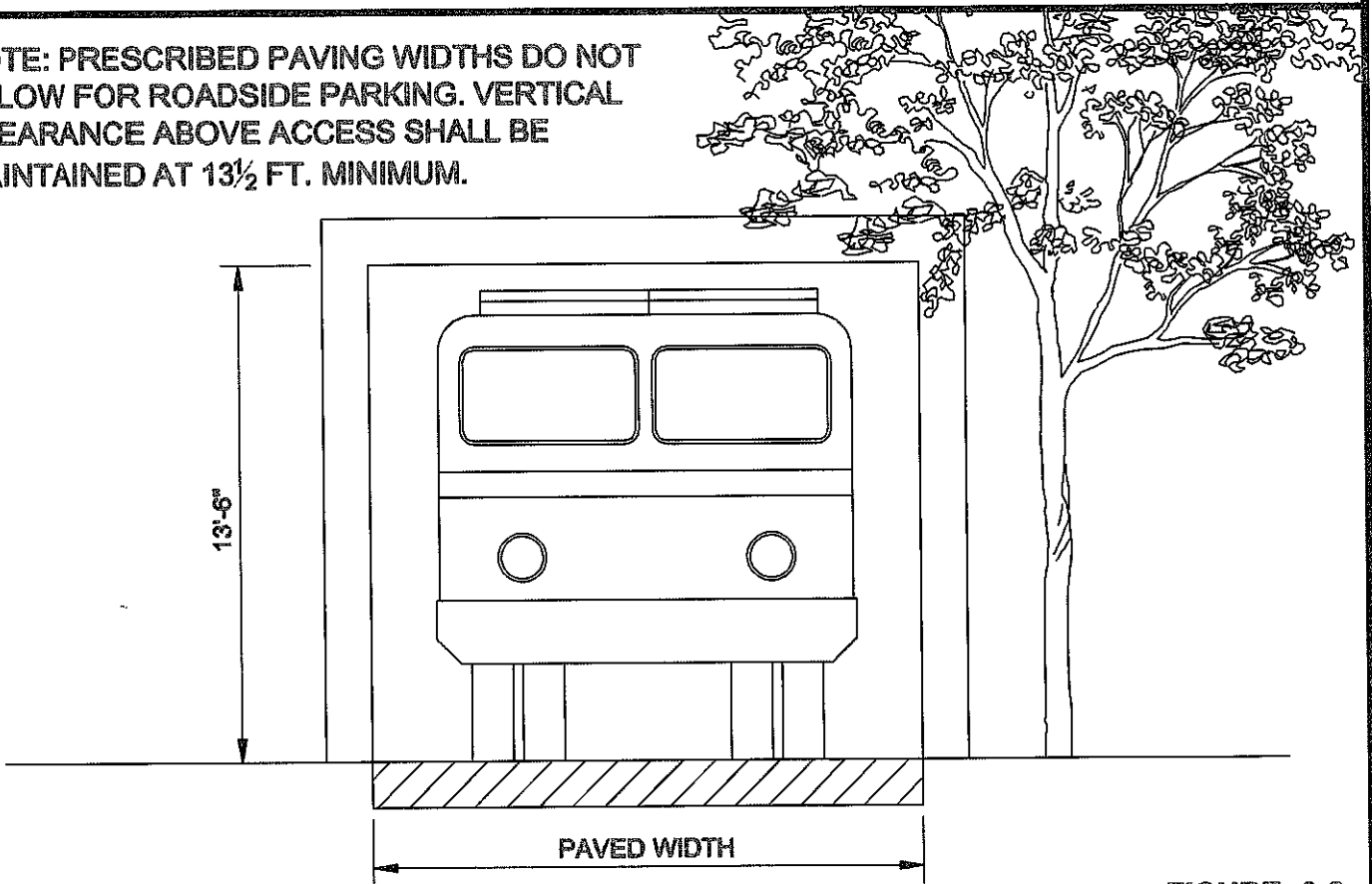
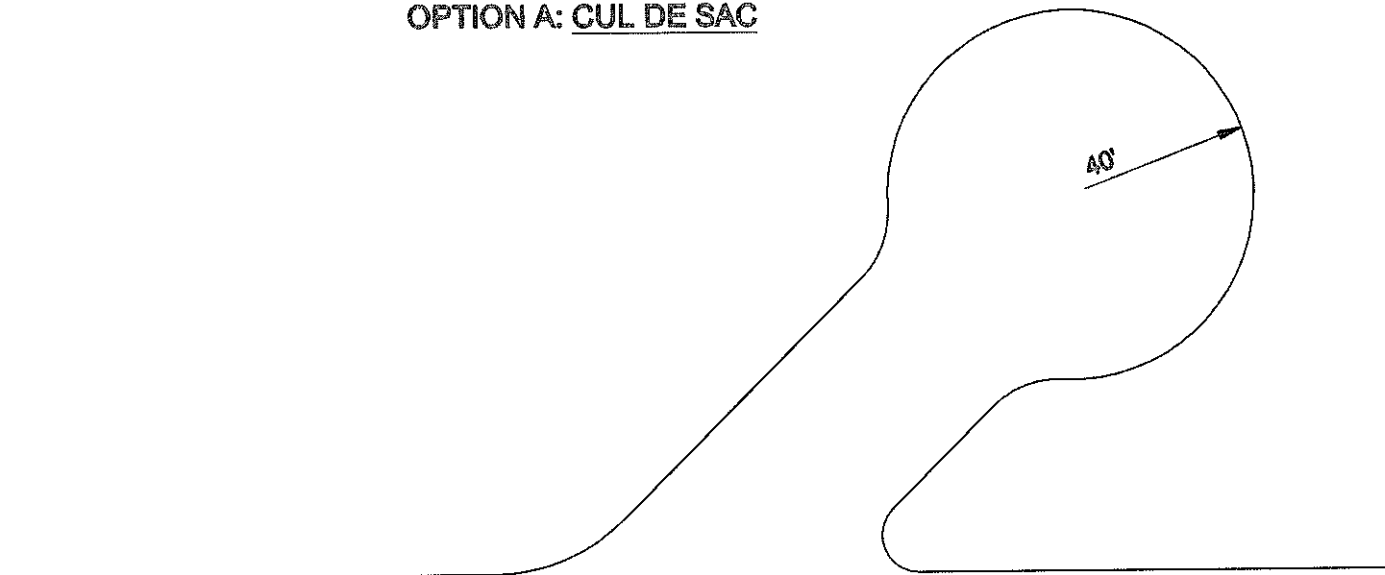


FIGURE: 3-2

TURNOUTS / VERTICAL CLEARANCE

MONTECITO FIRE DEPARTMENT

OPTION A: CUL DE SAC



STREET

OPTION B: HAMMERHEAD

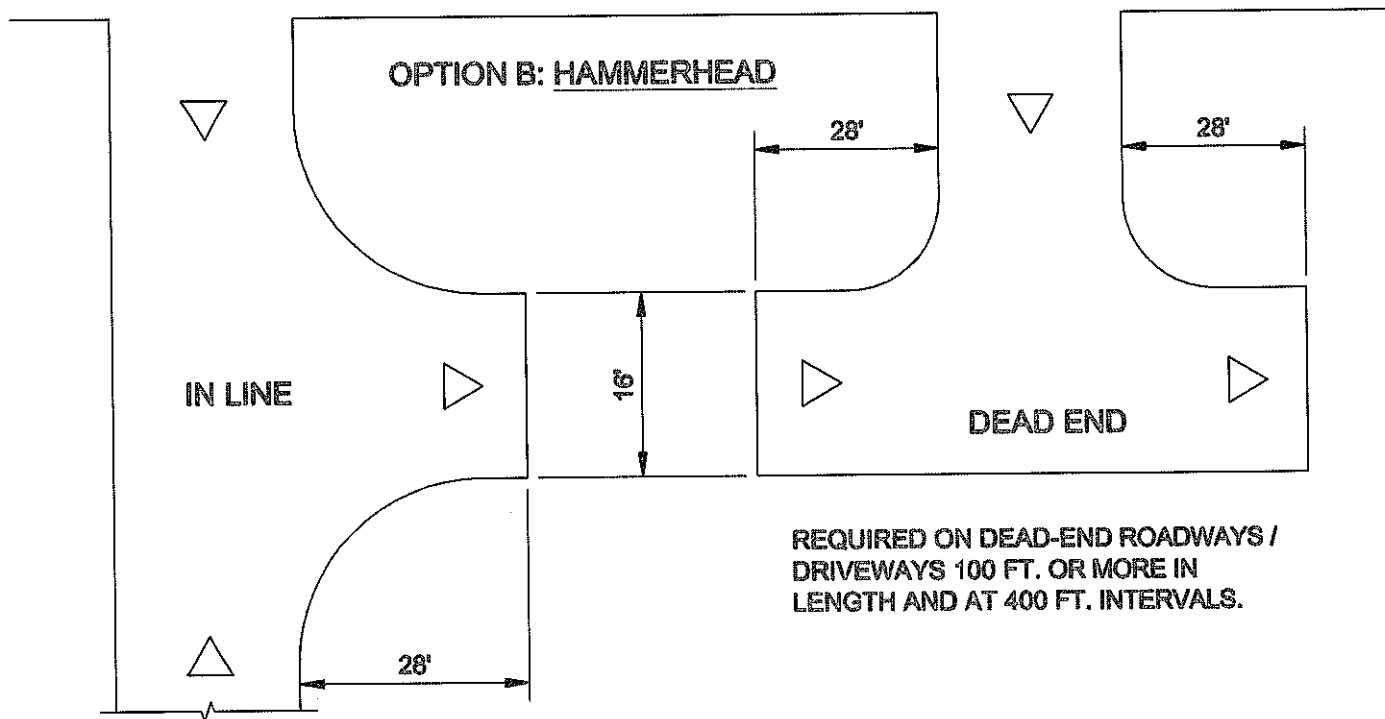
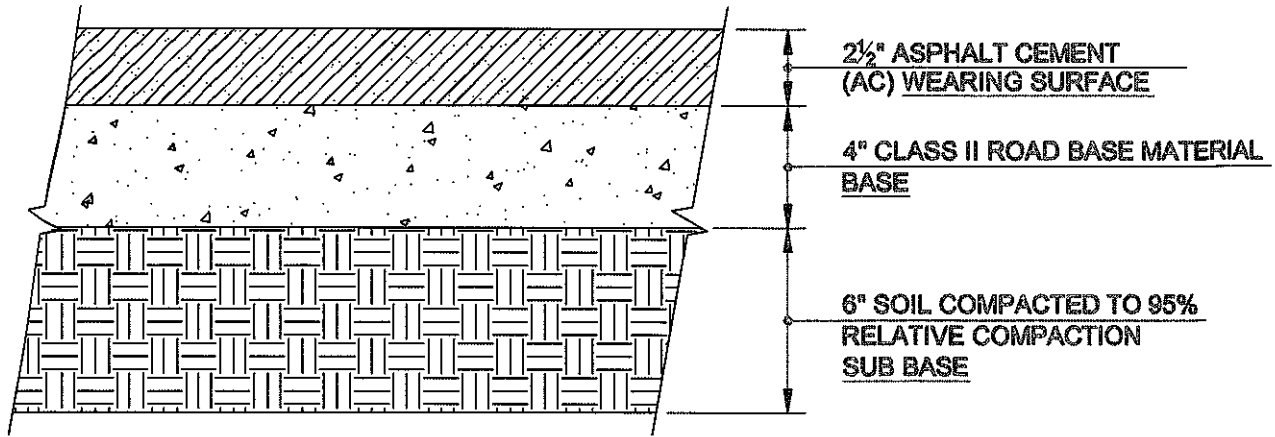


FIGURE: 3-3

TURNAROUNDS

MONTECITO FIRE DEPARTMENT

STANDARD ASPHALT PAVING (WATER IMPERMEABLE)



- NOTES: A) ALL REQUIRED ACCESS MUST SUPPORT A 20 TON FIRE APPARATUS UNDER ALL WEATHER CONDITIONS.
B) ALL REQUIRED ACCESS MUST BE IN PLACE AHEAD OF STRUCTURAL FRAMING.

FIGURE: 3-4

PAVING SPECIFICATIONS

MONTECITO FIRE DEPARTMENT



MONTECITO FIRE PROTECTION DISTRICT

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MONTECITO FIRE PROTECTION DISTRICT FIRE PROTECTION PLAN

Section 4a

WATER SUPPLY FOR FIRE PROTECTION

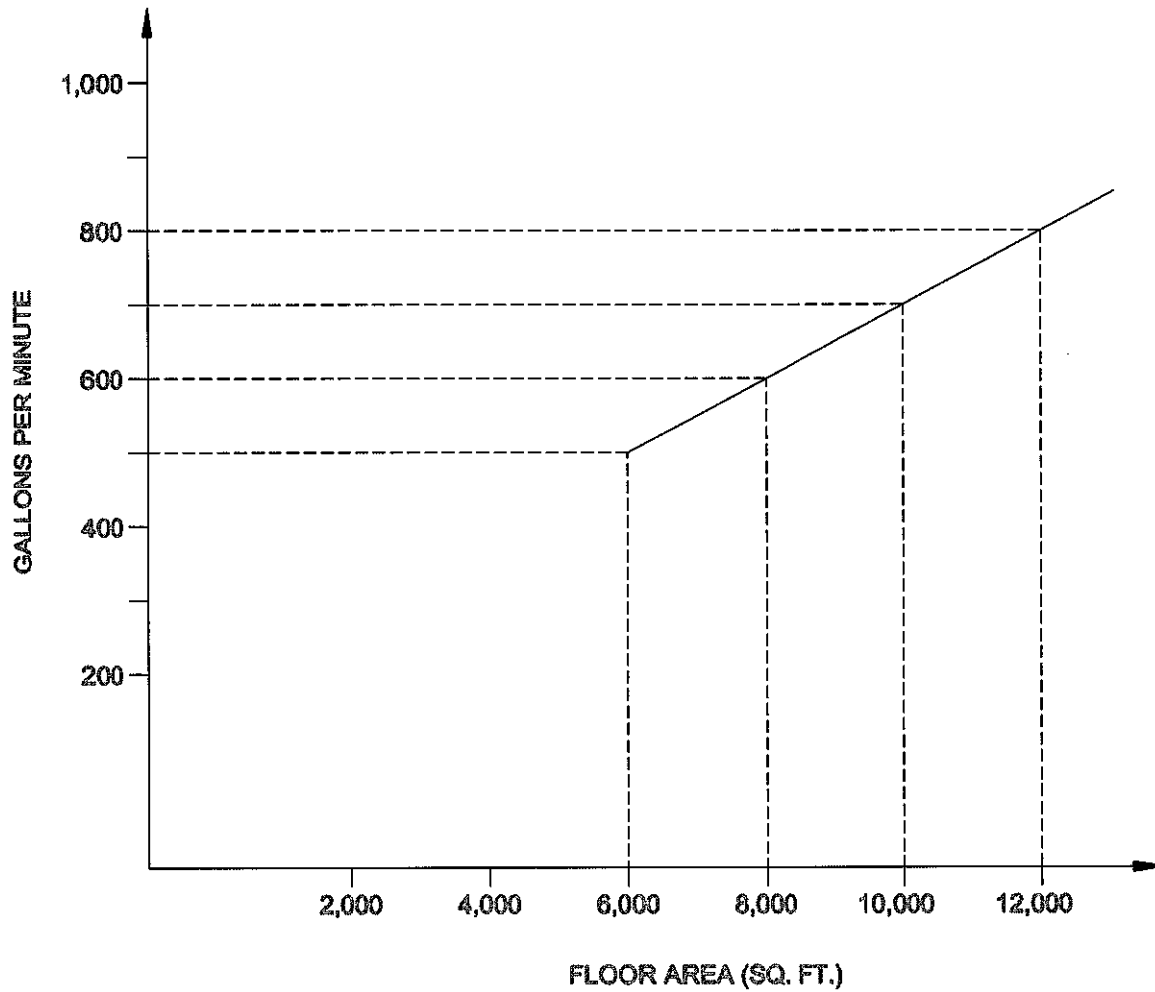
It is the policy of the Montecito Fire District to require adequate water supply as described within this standard to all proposed buildings and occupancies within the Fire District. Substantial reductions in the water supply required for effective fire protection are afforded to property owners within the District by means of automatic fire sprinkler installation (when required) and by the progressive application of firefighting foam technologies by the Fire District in its fire ground operations.

Water supply for fire protection is premised upon minimum available fire flows as stipulated in the Code. Through the implementation of firefighting foams the Fire District realizes the opportunity to effectively reduce such fire flows by fifty percent. Thus, required flow may be approximated by multiplying the square root of building's floor area by 13. Building floor area shall be defined as that area included within the surrounding exterior walls of a building exclusive of courtyards. Garages are to be considered as a part of the calculated building area. Detached buildings within thirty feet of one another which are located on the same parcel shall be considered a single building area. The Fire District will accept a further reduction in required fire flow of fifty percent when the building is improved with an automatic fire sprinkler system approved by the Fire District. However, in no case will the flow be less than **500 gallons** per minute at **twenty pounds per square inch (psi) residual pressure**.

The required fire flows shall be from fire hydrants and water main extensions which meet all requirements of the water purveyor. Any proposed dwelling, residential addition/alteration, or structural replacement shall have sufficient hydrants to deliver the required fire flow within **500 feet** fire apparatus travel distance of the principal entrance or access point to the structure; (Refer to Figure 4a-2). This travel distance may be extended up to a maximum of **700 feet** for sprinklered single family residential construction. For any non-residential occupancy, the required fire flow shall be delivered from hydrants located within a **300 foot** travel distance of the principal entrance. A minimum clearance of three feet in all directions shall be maintained around all required hydrants.

The Fire District shall receive a letter from the water purveyor which verifies financial arrangements for hydrant and main installations when such improvements are required within fourteen days of fire protection certificate issuance. The work needed to provide this required water supply shall be installed, operational, and have Fire District approval prior to structural framing.

Flow testing may be required by the Fire District prior to the acceptance of required hydrants. Flow determinations will be developed by the water purveyor upon request of the project applicant. Resulting flows must be consistent with the flow criteria stipulated in this Standard. Upon the successful completion of this testing, or the waiver thereof by the Fire Chief, the contractor may then proceed with structural framing.



GALLONS PER MINUTE (GPM) = FLOOR AREA / 13

-50% FURTHER FLOW REDUCTION FOR FIRE SPRINKLERS SHOWN IN GRAPH ABOVE

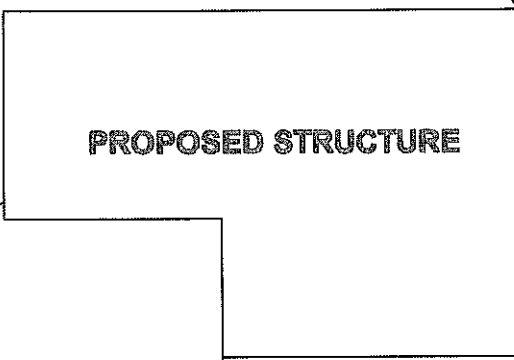
-MINIMUM REQUIRED FLOW OF 500 GPM @ 20 PSI RESIDUAL

FIGURE: 4a-1

WATER SUPPLY REQUIREMENTS

**MONTECITO FIRE
DEPARTMENT**

200 FT. MAXIMUM DISTANCE FROM ACCESS POINT TO THE MOST REMOTE PART OF A RESIDENTIAL STRUCTURE (150 FT. NON-RESIDENTIAL)



FIRE APPARATUS AT ACCESS POINT

ACCESS DRIVE

TRAVEL DISTANCE FROM ACCESS POINT TO FIRE HYDRANT:
300 FT. - NON RESIDENTIAL
500 FT. - RESIDENTIAL
700 FT. - RESIDENTIAL WITH FIRE SPRINKLERS



FIRE HYDRANT

FIGURE: 4a-2

FIRE APPARATUS ACCESS TRAVEL DISTANCE FROM HYDRANT

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MONTECITO FIRE PROTECTION DISTRICT FIRE PROTECTION PLAN

Section 4b

WATER STORAGE FOR FIRE PROTECTION

It is the policy of the Montecito Fire District that tank storage of water for firefighting purposes shall be limited to those instances wherein the water purveyor is unable to provide adequate fire flow from its distribution system. All structures to be served from such stored water systems shall be fitted with automatic fire sprinkler systems which comply with the standards of the Fire District as referenced in the National Fire Protection Association (NFPA) Standards 13d, 22, 24 and the Montecito Fire Protection Plan Section 3.

Plans and specifications drawn by a California Licensed Civil Engineer shall be submitted to the Fire District for review and approval prior to installation of the storage system. These plans shall include valve and piping schedules, grade lines, tank specifications, pump curves and specifications, engineer's certifications (where applicable) and scaled system drawings prior to installation of system components. All work shall be inspected prior to being covered up. The system shall be installed and operational prior to the beginning of structural framing.

The tank system shall be configured such that the required fire flow adequately provides necessary fire protection for a given sized structure as indicated on Figure 4a-1 of this Plan. The **minimum fire flow tank capacity is 5,000 gallons for up to a 2,500 square foot structure.** For every square foot increase in floor area, an increase of 2 gallons of fire flow capacity is required. The table below will be utilized to determine tank capacity for fire flow capacity. **A minimum pressure of 20 psi shall be provided at the system discharge outlets.** The following table may be used as a guide in tank sizing:

Building Size Gallons

Up to 2,500 sq. ft.....	5,000
Up to 3,000 sq. ft.....	6,000
Up to 4,000 sq. ft.....	8,000
Up to 5,500 sq. ft.....	11,000
Up to 7,500 sq. ft.....	15,000
Up to 10,000 sq. ft.....	20,000



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Shared stored water systems may be utilized where the cumulative square footage of the structures meets requirements stated in the table above. This provision must be approved by the Fire Chief on a case by case basis; Refer to Figure 4b-1 for an illustration of such shared system.

The Fire District will permit property owners to utilize a single tank for supplying both required flows for fire protection and domestic use providing the minimum capacity for fire flow listed above is maintained in the water tank at all times.

Tanks should be from an ICBO (International Conference of Building Officials) recognized manufacturer and shall be installed in accordance with the manufacturer's installation instructions. Appropriate permits shall be obtained from the County as required. Any proposed deviation for these criteria shall be reviewed for structural integrity by and shall bear the stamp and signature of a California Licensed Structural Engineer.

The tank discharge outlet shall have a screen mesh with a minimum nominal size of four (4) inch and be of brass No. 10 B&S (Brown and Sharpe) gage wire.

Above ground piping shall be in compliance with NFPA Standard 20. Underground system piping installation shall conform to NFPA Standard 24.

A four inch class 150 full port shut off valve shall be installed in a locked open position at or near the tank outlet.

When required to achieve necessary fire flow, a centrifugal pump shall be installed and maintained as per NFPA Standard 20. Pump fittings and trim shall include isolation valves, strainer, check valve, pressure relief valve, pressure gauge, mercoid type pressure switch, and adequate provisions for vibration isolation.

System discharge outlet shall be a hydrant by J. Jones all bronze No. 3700 (or district approved equal) with 2 ½ and 4 inch National Standard Thread outlets. Outlet caps shall be bronze. Hydrant shall be installed with a class 51 ductile iron bury and a break off spool. Prior to final acceptance this hydrant shall receive two coats of yellow alkyd gloss paint.

It is to be understood that this system shall be maintained in an operative condition at all times by the property owner for the duration of any occupancy. The Fire District shall be afforded the opportunity to conduct tests of the system when reasonable advance notice is provided. Further, the Fire District shall be notified immediately should the system become inoperative at any time. It shall be the contractor's responsibility to provide a written affidavit that the property owner has been informed of this stipulation before final occupancy clearance will be granted.

EXAMPLE:

ELEVATED WATER TANK WITH AUTOMATIC REFILL DEVICE, 5,000 GALLONS MINIMUM CAPACITY. DOMESTIC STORAGE OUTLET SHALL BE LOCATED ABOVE THE 5,000 GALLON MINIMUM CAPACITY.

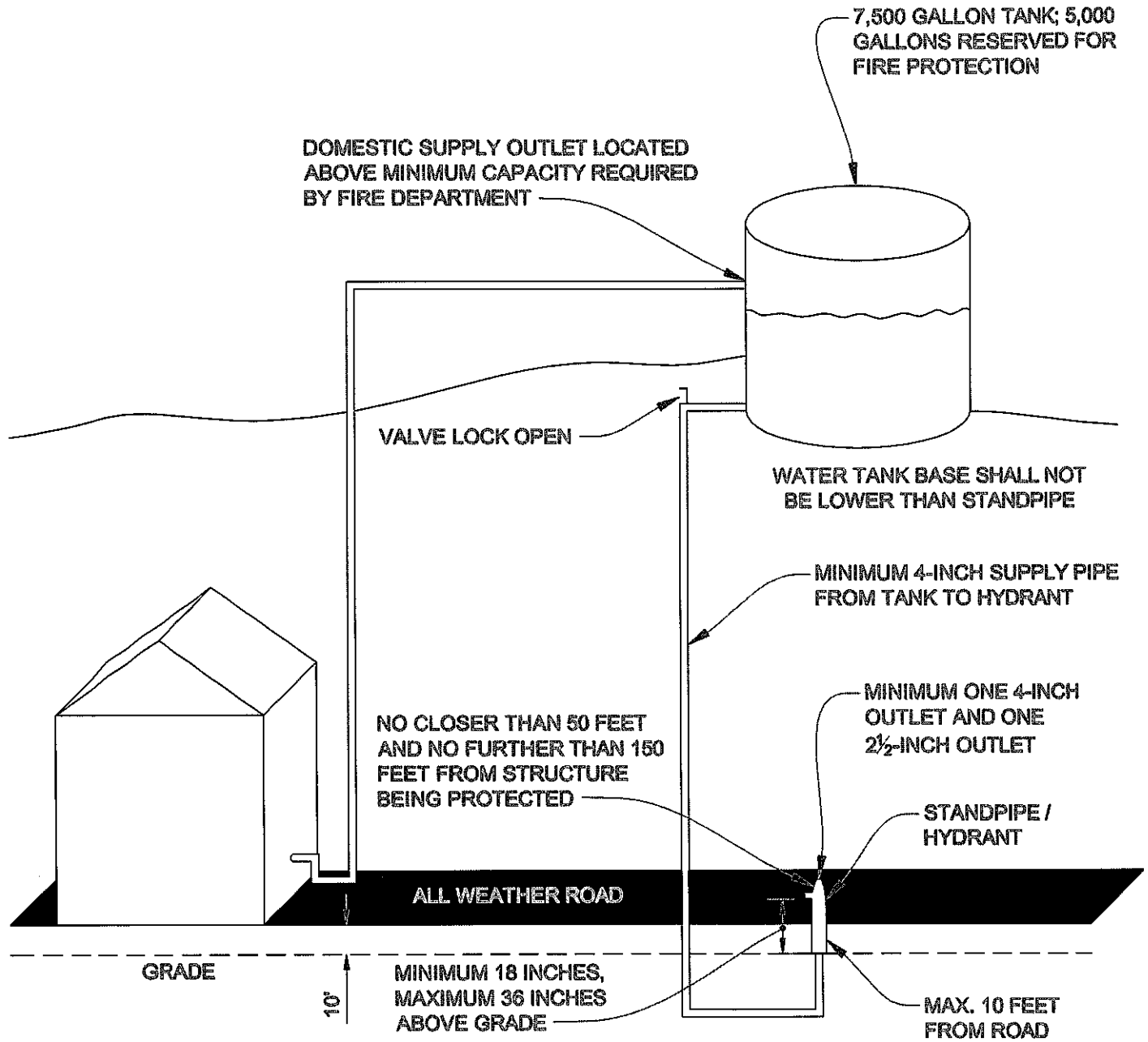


FIGURE: 4b-1

SINGLE TANK SUPPLYING FIRE PROTECTION AND DOMESTIC USE

MONTECITO FIRE DEPARTMENT



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MONTECITO FIRE PROTECTION DISTRICT FIRE PROTECTION PLAN

Section 5a

Residential Automatic Fire Sprinkler System Installations

I Automatic Fire Sprinkler System Standards

1. Definition and Standard: An automatic fire sprinkler system is an integrated system of underground and overhead piping designed and installed in accordance with fire protection engineering standards (reference standards) as may from time to time be adopted by the District. The system shall include one or more automatic water supplies. These reference standards may include:
 - a. Standards 13, 13D, 13R, and 24 as developed and published by the National Fire Protection Association;
 - b. California Fire Code and California Residential Code Standards as developed and published by the International Code Council, Inc. and the California Building Standards Commission;
 - c. Sections 5a and 5b of the District's Fire Protection Plan as may be amended from time to time.

II When Residential Fire Sprinkler Systems are Required

1. Locations Required: Notwithstanding any other requirement of the Code of the County of Santa Barbara, and except as otherwise provided in this Section, automatic fire sprinkler systems shall be installed in and maintained in all occupancies and locations set forth as follows:
 - a. It is the policy of the Fire District to require an approved residential fire sprinkler system in all new one and two family dwellings and townhouses as stipulated in the Code.
 - b. Any new building for which application for building permits are filed or are required to be filed with the County of Santa Barbara regardless of square footage.



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- c. Existing Residential Structures: Additions or modifications to existing residential buildings or structures for which applications for building permits are filed or are required to be filed with the County of Santa Barbara, which are modified to increase or replace portions of the gross floor area to 3500 square feet or more and the aggregate structural alteration / addition is greater than 1000 square feet in gross floor area cumulative, then the District shall require installation of an automatic fire sprinkler system throughout the entire residential building or structure.
 - (ii) For the purpose of measuring cumulative square footage, the District shall include all additions or modifications occurring on or after October 16, 1991.
 - (iii) Separate buildings such as detached garages, cottages, auxiliary structures, that are located within 30 feet of the main structure shall be included in the overall accumulative total of gross square footage of the main residence.
- d. Buildings: Separate buildings such as garages, cottages, pool house, cabana's, auxiliary structures, etc...shall require approved residential sprinkler systems under this standard.
- e. All buildings and structures for which applications for building permits for additions and or structural alterations are filed with the County of Santa Barbara County which are not served by water supplies meeting District standards or are served by stored water systems.
- f. Residential structures over 10,000 square feet of living area shall require sprinkler installations per NFPA 13R.

III Residential Fire Sprinkler Guidelines for Plans Submittal

- I. The property owner shall submit three (3) sets of plans, data sheets, and calculations for the proposed sprinkler system to the Fire District for review and approval prior to installation. Plans shall include the information:
 - a. Property owner
 - b. Address of property
 - c. Assessor's Parcel Number (APN)
 - d. Plot map indicating all structures, water meter location and size, underground pipe size, point of connection, length and type of pipe to be installed.



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- e. Proposed installation company: Include contact information along with State Contractors License number.
 - f. Full height cross section showing beamed ceilings, vaulted ceilings, attic areas, and sub-floor basements.
 - g. Riser Detail: Indicating double check valve assembly, pressure gauge, drain valve, flow switch, pressure relief valve, hammer arrester, domestic water control valve.
 - h. Detailed Hydraulic Calculations: One copy
 - i. Sprinkler head spacing
 - j. Show all non-sprinklered areas
 - k. Indicate manufacture, style, sprinkler model orifice size a “K” factor for each sprinkler used.
 - l. Pipe information: type and size
 - m. Hanger detail
 - n. Inspectors test valve
 - o. Identify each room and space of the buildings
 - p. Location of heat sources: Fireplaces, ovens and cook tops, heating devices, FAU.
 - q. Water flow information: Static pressure, residual pressure, flow.
2. The following shall appear on each sheet of required shop drawings: “I certify that this sprinkler system is in full compliance with the design criteria of the Montecito Fire Protection Plan”. This note shall appear along with the sprinkler contractor’s dated signature and seal.
 3. Approved shop drawings shall be maintained on the job site during all phases of system installation. Any field changes shall be noted on the drawings. The edited drawings shall be submitted to the Fire District prior to final Fire District approval.
 4. Copies of Manufacturer’s data for all installed system components shall be provided upon Fire District request prior to final system acceptance. All system components shall be installed following manufacturer’s guidelines unless specific relief is granted by the Fire Chief.
 5. Listed and Labeled: Only UL listed and labeled devices and materials shall be installed and used in accordance with the listing limitations and manufactures guidelines. Only new sprinkler heads and components shall be installed in the systems.



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Water Supply

1. Water Supply: All connections to domestic water supply shall be made in accordance with applicable codes and standards of the County and any local water purveyor.
2. Water Supply Main: All residential sprinkler systems shall have a single supply main from the meter serving both domestic demand and the sprinkler system.
3. Domestic Water Supply Shut Off: Domestic water supply shut off valve on the supply line shall be installed on the domestic side of the sprinkler system riser (system plumbing including flow switch and valves). This is to assure the sprinkler system remains in service when domestic supply is shut off.
4. Riser Location: Separate system risers may be installed remote from the domestic water source however must be easily located outside of the building.
5. Conceal Riser: All system risers shall be installed on the outside of the building unless otherwise approved by the Fire Official to conceal the riser in walls, basements, etc...
6. Water Supply: Domestic water supply must be connected to the fire sprinkler system at rough inspection.
7. Alarms: All sprinkler systems shall have a minimum six inch exterior bell mounted and linked to the system flow switch and shall be monitored by an approved alarm service.
8. Back Flow Prevention: For back flow prevention, an approved double check valve assembly shall be installed at system riser.
9. Sprinkler System Shut Off: Shut off valves shall be installed on each side of the double check valve and shall be chained and locked in the open position prior to final system acceptance.
10. Water Hammer Arrestor: An approved water hammer arrestor shall be installed on the sprinkler system riser when water supply is provided by from the local water purveyor. This component shall be located on the supply side of the system flow switch.
11. Pressure Relief Valve: An approved poppet type pressure relief valve shall be installed between the required backflow prevention device and the system



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flow switch. Design pressure shall not be greater than 160 psi. A pressure regulator shall be installed where incoming pressures are in excess of 160 psi.

12. Domestic Water Demand: System hydraulic design shall provide for an allowance of five gallons per minute (GPM) for domestic demand.
13. Inspector's Test Valve: Property owner shall install non-threaded one-half inch ball valve at the remote area of the system to serve as the inspector's test valve. This same type of valve shall be located at the riser to serve as a system drain. Any threads on these outlets are to be removed.
14. Flow Testing the System: Flow rate is measured for a thirty second period and shall conform to the manufacturer's listing criteria for the installed sprinkler heads plus an additional 5 GPM for domestic supply. Contractors shall provide all equipment necessary for conducting this test.
15. Automatic Booster Pump: When domestic water supply pressure is insufficient to produce enough water flow and pressure to accommodate a fire sprinkler system, a booster pump can be integrated into the system to augment domestic and fire flow demand.

V Sprinkler Riser System Components

1. All risers shall be easily located, preferably on the outside of the building in plain sight. Risers may be installed in an access panel on an outside wall with permanent labeling on the door. Alternate locations to this standard must have prior approval by the Fire Official.
2. The system riser shall branch off the domestic supply line on the supply side of the main shut off valve. This is to assure the sprinkler system remains operable when the domestic supply is shut off.
3. All risers shall be built with copper piping and all shut off controls shall be ball valve design.
4. Check Valve: For back flow prevention, an approved double check valve assembly shall be installed on the system riser.
5. Sprinkler System Control Valves: There shall be two shut off ball valves located on each side of the double check valve. These valves shall be locked in the open position upon final inspection.
6. Gauge: A UL listed 300psi gauge shall be installed.



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7. Pressure Relief Valve: An approved poppet type pressure relief valve shall be installed on the riser and located between the back flow device and the system flow switch. Device shall be set with a with a design pressure of 160 psi.
Note: This valve will not be required when sprinkler system is supplied from a gravity fed stored water system.
8. Hammer Arrester: An approved hammer arrester shall be installed on the riser when water supply to the system is provided from the local water purveyor.
9. Drain Valve: An unthreaded 1/2 inch ball valve shall be installed on the system and positioned such that flow will be to the outside away from the building.
10. Flow Switch: A system flow switch shall be installed and have the capability of a 90 second delay. It shall be equipped with two connections; one for a local exterior 6 inch bell and one for alarm system monitoring. All flow switches shall be set for a 30 second delay.
11. Signage: All sprinkler system shutoff valves shall have an all weather sign affixed identifying the buildings they serve.
12. Alarms: Each sprinkler riser shall have a minimum 6 inch alarm bell affixed to an exterior wall of the structure positioned such that it can be heard by closest neighbor when activated.
13. Inspectors Test Valve: All sprinkler systems shall have a minimum 1/2 inch non-threaded ball valve located at the most remote area of the system. This valve is utilized to simulate an open sprinkler head when testing the system.

VI Residential Sprinkler System Design

1. Piping: The following list of approved piping is acceptable to use in residential fire sprinkler systems installations: Type "M" copper, Type "L" copper, steel pipe, and Chlorinated Polyvinyl Chloride (CPVC) plastic.

(ii) Note: Type "K" copper pipe is unacceptable to use
2. Hanging Methods: All piping shall be provided with approved hangers and supported per manufactures requirements. Refer to Standard VII of this section for further information on hanging pipe.



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3. Sprinklers: Only new residential sprinklers shall be installed unless otherwise indicated in the Code. Sprinklers shall only be installed according to their listing. When construction parameters exist that prevent listed sprinklers from being installed, sprinklers may be installed out of their listing when a three head calculation is provided and tested on site.
4. Sprinklers in Beams: Listed beam sprinklers shall be installed a maximum 16 feet apart with beam depths up to 14 inches. Sprinklers shall be installed in beam pockets when beams exceed 14 inches in depth.
5. Attics: A single intermediate temperature upright sprinkler head shall be located within six inches of the roof ridge beam in each discrete attic area or at 30 foot maximum intervals along any main piping.
6. Exterior Porches: All roof lines, canopies, porches, patios, and overhangs that exceed 4 feet in length shall have intermediate sprinkler heads spaced per listing requirements.
7. Forced Air Units (FAU): A single intermediate temperature sprinkler shall be installed over each individual FAU. When there is more than one FAU in a single location, sprinkler heads shall be spaced as per Ordinary Hazard.
8. Water Heater Closets: All water heater closets regardless of size require fire sprinklers.
9. Closets: Closets that exceed three feet in depth or any that have light fixtures installed are required to have sprinklers.
10. Garages and Open Carports: Garages and open carports shall be protected with intermediate temperature commercial sprinklers spaced a maximum 100 square feet apart.
11. Bathrooms and Saunas: All bathrooms, regardless of size, shall be protected with sprinklers. Sauna rooms shall be protected with 286 degree sprinklers.
12. Crawl Spaces and Attics: Crawl spaces with concrete floors and any attic spaces intended for storage shall have sprinklers spaced accordingly with cage protectors.
13. Mechanical Rooms: Intermediate temperature sprinkler heads are required and spaced for ordinary hazard with cage protectors.



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14. Elevator Shafts: One intermediate sprinkler head shall be installed near the bottom of the shaft.
15. Heat /Return Air Registers: Sprinklers shall be located no closer than two feet from any register.
16. Ceiling Fans and Large Light Fixtures: Sprinklers shall be installed on both sides on a surface mounted fan or light fixture to prevent blocking the spray pattern.
17. Heads shall be located a minimum eighteen inches away from any HVAC diffuser grille.
18. Pendant head diffusers may be located a maximum of eight inches below the finished ceiling level. A three head design will be required for any system installed in barreled, coffered, exposed beam or cathedral type ceilings.
19. Sprinkler spray patterns shall not be obstructed and all head clearances shall be provided as required by NFPA 13D
20. Property owner shall install non-threaded 1/2 inch ball valve at the remote test connection as an inspector's test valve and at the riser as a system drain valve. Any threads on these outlets are to be removed.

VII Sprinkler Pipe Installation Requirements

1. Copper Pipe

- a. All materials delivered to the job site shall be protected from the physical elements and damage. Any damaged, gouged, cut, scratched heads, pipe or fittings shall be removed and replaced.
- b. No corrosive or self cleaning fluxes shall be used. Joints shall be wiped clean of excess flux and solder.
- c. All piping running through studs or masonry shall be protected by elastomeric or plastic sleeves at three foot maximum intervals.
- d. Nails are unacceptable as a means of securing hangers and supports. Piping shall be supported at the following maximum intervals:
 - Within six inches of all sprinkler drops
 - Within eighteen inches of all joints
 - Within four foot intervals on CPVC piping



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- Within six foot intervals on copper tubing
- e. Hangers: Refer to local plumbing codes for acceptable hanger types. Hangers shall be installed every twelve feet and within one foot of any sprinkler.
- f. Copper pipe may be exposed in attics, porches, canopies, garages and open carports.
- g. Approved copper pipe must be utilized and protected when application calls for piping running through the sub-roof assembly just below roof decking.
- h. Approved Pipe: Type “M” copper, Type “L” copper.

2. CPVC Pipe

- a. Installers shall have attended a practical application training class by a CPVC pipe manufacture and have in possession a pocket card verifying proper certification to install this pipe.
- b. Hangers shall be approved for CPVC Pipe and installed every six feet along the length of the pipe and within six inches from sprinkler heads.
- c. CPVC pipe shall not be installed in exposed areas such as porches, canopies, garages, open carports, etc...
- d. Roofs/Vaulted Ceilings: CPVC piping shall not be installed in roofs where there is no attic space. Copper pipe shall be used in these applications and joined together with CPVC piping in the attic space.
- e. Spray Foam Insulation: CPVC pipe must be protected as per manufactures recommendations where it could come in contact with spray foam insulation. Under no circumstances is CPVC pipe allowed to be encased by this product without protection.
- f. Incompatible Materials: Materials that have been identified as incompatible with CPVC shall not be allowed to contact the pipe. Examples of such materials are Romex electrical wiring, flexible wire/cable, metallic ducting, and communication lines. Check CPVC manufacture product data sheets for a complete list of incompatible materials.



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- g. Test Plugs: For CPVC piping, no sprinkler heads shall be installed in any system until the Fire Official has completed both flow test and rough inspections. At this stage of inspection, test plugs must be installed.

VIII Inspection Requirements

1. Rough Inspection: Full visual inspection of all system components, piping, connections, etc...System must pass inspection before being covered.
2. Test Plugs: For CPVC piping, no sprinkler heads shall be installed in any system until the Fire Official has completed both flow test and rough inspections. At this stage of inspection, test plugs must be installed.
3. Flow/Bucket Test: Flow testing of system is required. Flow shall be measured for a thirty second flow period and shall conform to the manufacturer's listing criteria for the installed sprinkler heads from the furthest most remote area of the system. Contractors shall provide all equipment necessary for conducting test.
4. Hydrostatic Test: Each system shall be hydrostatically tested at no less than 200 psi for copper and steel systems and at 150 psi for all CPVC systems. System shall hold a desired pressure for a minimum period of two hours.
5. Final Inspection: At final inspection, fire sprinkler covers/escutcheons shall be installed. Sprinkler head box shall be mounted in plain sight in garage or mechanical room. Included in the box shall be three spare sprinkler heads per type installed in the system and a wrench sized for each type of head. Alarm system shall be connected and "on line" to local alarm monitoring service at the time of inspection. System shall be flowed and tested for operability and assurance that proper communication links are in place prior to final approval for occupancy clearance.
6. Maintenance Schedule: The sprinkler contractor shall provide the property owner with maintenance information as described in NFPA 13D. Property owner shall maintain the system consistent with these requirements



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MONTECITO FIRE PROTECTION DISTRICT FIRE PROTECTION PLAN

Section 5b

NON-RESIDENTIAL SPRINKLER SYSTEM INSTALLATIONS

It is the policy of the Fire District to require an approved automatic fire sprinkler system in all non-residential structures as required by the Code.

This sprinkler standard is based upon the National Fire Code Standard 13, 2013 Edition published by the National Fire Protection Association (NFPA) as may be amended from time to time. The Fire District has made the following modifications to the NFPA 13 Standard:

1. Sprinkler Contractor's shop drawings (3 sets) shall be received by the Fire District three weeks prior to any sprinkler system installation. Drawings shall meet all conditions of this Standard. All field changes shall be initialed and shown on a stamped, approved set of drawings by the job foreman. Approved shop drawings shall be maintained and retained on the job site at all times that pipe is being installed.
2. Sprinkler shop drawings shall be subject to review by a Fire District retained consultant at the Fire Chief's discretion. All costs associated with this review shall be paid for by the property owner.
3. Sprinkler Contractor's shop drawings shall be in compliance with NFPA 13 guidelines. It shall be the decision of the Fire Chief as to whether compliance has been met. Required information on the drawings shall include the following:
 - a. Cross-sectional drawings for all typical sprinklered areas.
 - b. Riser schematic details to include all valves, jointing and support bracing.
 - c. Control diagram for flow switch.
 - d. Details of all typical hanger and bracing applications for this work.
 - e. All applicable support and drainage provisions as described in NFPA 13 shall be met by the Sprinkler Contractor. Auxiliary drains shall be routed to the building exterior.
 - f. A list of all abbreviations and symbols shall be provided on the drawings.
 - g. Certification required for all welding. All welding to be indicated on shop drawings.
4. The following note shall appear on each sheet of required shop drawings: "I certify that this sprinkler system is in full compliance with the design criteria of the Montecito Fire Protection Plan". This note shall appear along with the Sprinkler Contractor's dated signature and seal.



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5. The sprinkler shop drawings shall bear the signature and registration number of a National Institute for Certification in Engineering Technologies (NICET) Level III sprinkler designer. At the discretion of the Fire Chief, the sprinkler designer may submit resume and credentials which demonstrate an equivalent level of expertise.
 6. Hydraulics: Maximum flow rate for any underground pipe shall not exceed 16 feet per second. Maximum flow rate for any above ground pipe shall not exceed 20 feet per second.
 7. All pipe and materials delivered to the job site shall be protected from the elements and physical damage.
 8. All penetrations of fire separation walls by sprinkler piping shall be sealed with a suitable sealant prior to final inspection.
 9. The sprinkler system shall be inspected at the following intervals:
 - a. All welded sections shall be field inspected prior to installation. All burrs, slag, and welding residue shall be filed and removed prior to inspection.
 - b. All piping shall be inspected prior to being covered, buried or concealed.
 - c. Hydrostatic testing will be required upon completion of piping installation.
 - d. Final inspection for system acceptance shall be completed prior to granting occupancy clearance. A set of approved shop drawings with all field changes shall be produced for this inspection. All components of this system shall be operational and in compliance with this Section.
- All required inspections shall be arranged to allow the Fire District 48 hours advance notice. Any work completed without the required inspections shall be removed and replaced at the discretion of the Fire Chief.
10. All underground pipe shall be bedded on a puddled and tamped 4 inch thick base of yellow sand prior to hydrostatic testing. Backfilling shall consist of an initial 12 inch lift of tamped yellow sand. Subsequent compacted lifts of 12 inches, or a fraction thereof, shall be made with clean backfill.
 11. The manufacturer's published design and installation guidelines shall prevail over NFPA guidelines. The Sprinkler Contractor shall provide all information as deemed necessary by the Fire Chief to establish evidence of compliance with the Manufacturer's guidelines.
 12. All system valves shall be UL and/or FM listed for fire sprinkler service.
 13. Any deviations from procedures described within this Standard shall be allowed only with the express written consent of the Fire Chief.



MONTECITO FIRE PROTECTION DISTRICT

595 San Ysidro Rd * Santa Barbara, California 93108 * (805) 969-7762 * FAX (805) 969-3598

MONTECITO FIRE PROTECTION DISTRICT FIRE PROTECTION PLAN

Section 6

REQUEST FOR MODIFICATIONS FOR POST DISASTER REBUILDS

The Montecito Fire Protection District recognizes the adverse impacts of disasters within our community. The Fire District is committed to working with property owners in recovering from the impacts of disaster as quickly as possible to ensure a resilient community.

Consistent with established development standards, each proposed rebuild will have a set of conditions pursuant to requirements set forth in the current California Fire Code (CFC) and the adopted Montecito Fire Protection Plan. The Fire District recognizes that when re-building communities following disasters, there may be practical difficulties in meeting requirements relevant to current code standards.

Property owners that are affected by disasters and have demonstrated difficulties making the code upgrade requirements may request a modification to the imposed conditions of the Fire Protection Certificate (FPC). The appeal for modification shall be in the form of a written request and shall contain an acknowledgement of the applicable code standards and include a description of the practical difficulties in attaining the specific requirements imposed. Further, the letter shall include a list of suggested modifications to the project that will assist the Fire District in providing the highest level of fire and life safety for the residents, their properties, and the community as a whole.

Fire District staff will convey which conditions apply specific to an individual project, both in the initial planning phase, and as condition of final approval / certificate of occupancy issuance. Site inspections and conceptual plan reviews by Fire District personnel will be made upon the request of owners or their agents.

Address the document on modification of the Fire Protection Certificate and any questions to the District Fire Marshal.

Agenda

Item #7

ATTACHMENT

#A

RESOLUTION NO. 2014-01

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTECITO FIRE PROTECTION DISTRICT
PURSUANT TO SECTION 12001 OF THE ELECTIONS CODE
ORDERING, CALLING, PROVIDING FOR AND GIVING
NOTICE OF A SPECIAL ELECTION TO BE HELD IN THE
MONTECITO FIRE PROTECTION DISTRICT
ON JULY 8, 2014 FOR THE PURPOSE
OF SUBMITTING TO THE VOTERS OF SAID DISTRICT
A PROPOSITION PURSUANT TO ARTICLE XIII B
OF THE CONSTITUTION OF THE STATE OF CALIFORNIA
TO RETAIN THE DISTRICT'S INCREASED LIMITS
OF APPROPRIATIONS

WHEREAS, this Board of Directors deems and determines it is necessary and hereby proposes that the Montecito Fire Protection District be authorized to retain its increased limits of appropriations pursuant to Article XIII B of the Constitution of the State of California;

NOW, THEREFORE, the Board of Directors of the Montecito Fire Protection District does hereby resolve, determine and order as follows:

Section 1. Pursuant to Article XIII B of the Constitution of the State of California and the laws of the State of California, a special election shall be held in the Montecito Fire Protection District on the 8th day of July 2014, for the purpose of submitting to the qualified voters of said District a proposition which, if approved by a majority of the voters voting at said election, will authorize and allow this District to retain its increased limits of appropriations.

Section 2. That on the ballots to be used in said election, in addition to any other matters required by law, there shall be printed substantially the following:

RETENTION OF INCREASED LIMITS OF APPROPRIATION
FOR PURPOSES OF FURNISHING FIRE PROTECTION,
RESCUE AND EMERGENCY MEDICAL SERVICES

Shall the limits of appropriations for the Montecito Fire Protection District be established pursuant to Article XIII B of the Constitution of the State of California (Proposition 4 and Proposition 111) at an amount the total of which equals the combined total of all of the following: (1) the amount of all ad valorem taxes on property to which the District is entitled as limited by Article XIII A of the Constitution of the State of California (Proposition 13) and any legislation supplemental thereto; (2) the amount of any fire suppression services assessment, capital improvement assessments, or other benefit assessments which may be authorized by the District pursuant to and in conformance with the procedures and authority set forth in State law and which would otherwise be considered "proceeds of taxes" pursuant to Article XIII B of the Constitution of the State of California; (3) the amount of the proceeds from any special taxes which may be authorized by more than two-thirds of the District voters at any election that may be called by the District for that purpose; (4) any interest received by the District; and (5) any subventions or other aid received from the State of California, the County of Santa Barbara or other governmental agency?

If said limit is approved by the voters, it shall be effective for the District's 2014-2015 fiscal year and remain in effect for a period of four years from and after the date of this election unless changed by the voters at a subsequent election or elections.

Section 3. Pursuant to Election Code Section 13247, the abbreviated statement of the proposition (measure) shall be as follows:

Shall the Montecito Fire Protection District retain its increased limits on appropriations to assure continued fire protection, rescue and emergency medical services?

Yes _____ No _____

Section 4. That the Secretary of the District is hereby directed to file a certified copy of this Resolution with the County Board of Supervisors.

Section 5. That the Board of Supervisors is hereby requested to give, or cause to be given, all such notices of the election as may be required by law.

PASSED AND ADOPTED by the Governing Board of Montecito Fire Protection District this 21st day of January, 2014 by the following vote, to wit:

Ayes:

Noes:

Abstain:

Absent:

President of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

Secretary

STATE OF CALIFORNIA)
) ss.
COUNTY OF SANTA BARBARA)

I, JOHN ABRAHAM POWELL, Secretary of the Board of Directors of MONTECITO FIRE PROTECTION DISTRICT, do hereby certify that the above and foregoing is a full, true and correct copy of Resolution No. 2014-01 of said Board, and that the same has not been amended or repealed.

DATED: January 21, 2014

John Abraham Powell, Secretary

ATTACHMENT

#B

RESOLUTION NO. 2014-02

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MONTECITO FIRE PROTECTION DISTRICT DECLARING
THAT THE SPECIAL ELECTION TO BE HELD IN THE
DISTRICT ON JULY 8, 2014 SHALL BE CONDUCTED BY
ALL-MAILED BALLOTS PURSUANT TO SECTION 4108 OF
THE ELECTIONS CODE**

WHEREAS, this Board of Directors has commenced proceedings providing for a special election to be held in the MONTECITO FIRE PROTECTION DISTRICT on July 8, 2014, for the purpose of submitting to the voters of the District a proposition pursuant to Article XIII B of the Constitution of the State of California to retain the District's increased limits of appropriations; and

WHEREAS, this Board of Directors has determined that to achieve optimum participation by qualified voters, said special election should be conducted by all-mailed ballots pursuant to Section 4108 of the Elections Code;

NOW, THEREFORE, the Board of Directors of the Montecito Fire Protection District does hereby resolve, determine and order as follows:

The special election to be held in the Montecito Fire Protection District on July 8, 2014 shall be conducted by all-mailed ballots pursuant to Section 4108 of the Elections Code.

PASSED AND ADOPTED by the Governing Board of MONTECITO FIRE PROTECTION DISTRICT this 21st day of January, 2014 by the following vote, to wit:

Ayes:

Noes:

Abstain:

Absent:

President of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

Secretary

STATE OF CALIFORNIA)
) ss.
COUNTY OF SANTA BARBARA)

I, JOHN BRAHAM POWELL, Secretary of the Board of Directors of MONTECITO FIRE PROTECTION DISTRICT, do hereby certify that the above and foregoing is a full, true and correct copy of Resolution No. 2014-02 of said Board, and that the same has not been amended or repealed.

DATED: January 21, 2014

John Abraham Powell, Secretary

ATTACHMENT

#C

RESOLUTION NO. 2014-03

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTECITO FIRE PROTECTION DISTRICT REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SANTA BARBARA TO AUTHORIZE THE ELECTIONS OFFICIAL OF THE COUNTY CLERK-RECORDER-ASSESSOR'S OFFICE OF SAID COUNTY TO RENDER SPECIFIED SERVICES TO THE DISTRICT RELATING TO THE CONDUCT OF A SPECIAL ELECTION OF SAID DISTRICT TO BE HELD ON JULY 8, 2014 PURSUANT TO SECTION 10002 OF THE ELECTIONS CODE AND AUTHORIZING SUBMITTAL OF REQUEST FOR SERVICES TO COUNTY ELECTIONS OFFICE

WHEREAS, this Board of Directors has commenced proceedings for the calling of a special election in the Montecito Fire Protection District to be held on July 8, 2014; and

WHEREAS, it is desirable that the Board of Supervisors of the County of Santa Barbara permits the Elections Official of County Clerk-Recorder-Assessor's Office of said County to render specified services to the Montecito Fire Protection District relating to the conduct of said special election as authorized by Section 10002 of the California Elections Code; and

WHEREAS, the Elections Office of said County requires that a district requesting special election services submit a written request for services and enter into an agreement to reimburse said Elections Office for the costs of services rendered in the conduct of the special election;

NOW, THEREFORE, the Board of Directors of the Montecito Fire Protection District does hereby resolve, determine and order as follows:

Section 1. That the Board of Supervisors of the County of Santa Barbara be and it is hereby requested to permit the Elections Official of the County Clerk-Recorder-Assessor's Office of said County to render services to the Montecito Fire Protection District in connection with the special election to be held on July 8, 2014, including, but not limited to, the following, and thereby to cause the election to be conducted by all-mailed ballot pursuant to Section 4108 of the Elections Code:

1. Prepare a calendar of events and due dates for the election.
2. Publish notice of election in a form approved by this Board if required by State law.

3. Prepare a list of qualified voters in the Montecito Fire Protection District.
4. Publish a notice to submit arguments with date and format requirements for submission.
5. Receive direct arguments for and against the Measure and select the arguments.
6. Transmit the direct argument in favor to the author(s) of the direct argument in opposition and transmit the direct argument in opposition to the author(s) of the direct argument in favor.
7. Receive and process rebuttal arguments.
8. Prepare impartial analysis or authorize District to prepare impartial analysis as permitted under State law.
9. Provide 10-day period of public examination.
10. Arrange for the Spanish translation of all materials provided to voters.
11. Cause to be printed the requisite number of ballots, rosters, tally sheets, and other necessary forms and/or information.
12. Manage the mailed ballot process, including but not limited to furnishing and addressing the envelopes necessary to mail the ballots and other election materials to the voters of the Montecito Fire Protection District with return postage , inserting the ballots and other printed matter into envelopes for mailing, causing the same to be mailed, as required by law; and receiving the returns of the election.
13. Sort and assemble election materials and supplies in preparation for the canvassing of the returns of the election.
14. Canvass the returns and declare the results of the election and deliver the same to the Secretary or President of this Board.
15. Make all arrangements and take the necessary steps to pay all costs of the election incurred as the result of services performed for the Montecito Fire Protection District for said special election.
16. Render such other services as the Secretary of the District may request from time to time.

Section 2. That the Montecito Fire Protection District shall reimburse the County of Santa Barbara for services performed, including a ten percent indirect cost rate applied to the full direct cost, when the work is completed and upon presentation to the District of a properly approved invoice.

Section 3. That the Secretary of the Montecito Fire Protection District is hereby directed to file a certified copy of this resolution and the resolution calling the special election for the Montecito Fire Protection District with the Board of Supervisors and with the County Clerk-Recorder-Assessor of the County of Santa Barbara.

Section 4. That the President of the Montecito Fire Protection District is hereby authorized to execute and submit to the Elections Office of said County a Request for Special Election Services in a form acceptable to the Elections Official obligating the District to reimburse the County of Santa Barbara for services rendered in the conduct of the special election.

PASSED AND ADOPTED by the Governing Board of Montecito Fire Protection District this 21st day of January, 2014 by the following vote, to wit:

- Ayes:
- Noes:
- Abstain:
- Absent:

President of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

Secretary

STATE OF CALIFORNIA)
) ss.
COUNTY OF SANTA BARBARA)

I, JOHN ABRAHAM POWELL, Secretary of the Board of Directors of MONTECITO FIRE PROTECTION DISTRICT, do hereby certify that the above and foregoing is a full, true and correct copy of Resolution No. 2014-03 of said Board, and that the same has not been amended or repealed.

DATED: January 21, 2014

John Abraham Powell, Secretary

Agenda

Item #8

MONTECITO FIRE PROTECTION DISTRICT
CASH IN TREASURY - ALL FUNDS
December 31, 2013

	Fund 3650 General	Fund 3651 Pension Obl.	Fund 3652 Capital Outlay	Fund 3653 Land & Bldg	Fund 3654 Mello-Roos	All Funds
Cash Balance at 12/01/13	3,848,167.52	342.80	2,149,735.34	4,850,354.23	18,601.00	10,867,200.89
Income:						
Revenues	5,148,991.44	-	-	-	-	5,148,991.44
Interest	-	-	-	-	-	-
Rental Income	-	-	-	-	-	-
Other:						
State of CA reimb - Falls Fire	23,401.17	-	-	-	-	-
USFS reimb - Shirley Fire	14,621.25	-	-	-	-	14,621.25
State of CA reimb - Silver Fire	29,398.41	-	-	-	-	29,398.41
State of CA reimb - Chariot Fire	29,226.50	-	-	-	-	29,226.50
State of CA reimb - Shirley Complex	35,955.95	-	-	-	-	35,955.95
CSFD Dispatch Services	21,202.00	-	-	-	-	21,202.00
Cal Card Rebate	145.86	-	-	-	-	145.86
	<u>5,302,942.58</u>	-	-	-	-	5,279,541.41
Expenses:						
Claims Processed	(144,408.75)	(376,634.10)	-	-	(2,212.50)	(523,255.35)
Payroll	(897,920.01)	-	-	-	-	(897,920.01)
Other:						
Reimbursed expenses*	2,264.17	-	-	-	-	2,264.17
Transfer funds per FY13-14 budget	(376,634.10)	376,634.10	-	-	-	-
	<u>(1,416,698.69)</u>	-	-	-	(2,212.50)	(1,418,911.19)
Cash Balance at 12/31/13	<u>7,734,411.41</u>	<u>342.80</u>	<u>2,149,735.34</u>	<u>4,850,354.23</u>	<u>16,388.50</u>	<u>14,727,831.11</u>

* Summary of Reimbursed expenses: State Compensation Ins Fund - reimburse temporary disability, Bumanglag 11/18-11/21/13, \$1,850.54
Verizon - Refund, \$268.32
Gailbraith - Reimburse shift calendars, \$15.10
MERRAG - Reimburse for cell phone service, \$130.21

**MONTECITO FIRE PROTECTION DISTRICT
WARRANTS AND CLAIMS DETAIL
December 2013**

Payee	Description	Amount
<u>Fund 3650 - General</u>		
Accountemps	Temporary accounting support	6,111.84
ADP Inc	Payroll services	477.38
AFLAC	Employee paid insurance	1,086.36
AGS Rebuilders Inc	E93 and stock parts	143.40
Allstar Fire Equipment Inc	Industrial bolt cutter and crowbar	302.18
Ameravant	Deposit for new website design	5,250.00
A-OK Mower Shop Inc	Generator repair	155.40
Burton's Fire Inc	Faceplates for staff vehicles	185.25
CADA-Save/EAP	Employee assistance program, annual fee	1,462.00
California Conservation Corps	Fire reduction work	1,000.00
Carquest Auto Parts	Various vehicle parts	64.81
Chaz Sportswear	Employee jacket embroidery	12.96
Com Plus	Shepard Mesa: Tower antenna installation	6,490.00
Compressed Air Of Ca	Emergency MAKO repair and regular service	4,425.26
Cox Communications	CAD connectivity and internet	2,669.59
Department of Justice	Background checks for 3 new employees	147.00
Dewitt Pinto Petroleum	Diesel fuel	2,483.65
Hickman, Kurt	CCAI Arson Conference reimbursement	518.23
Hugo's Auto Detailing	Car wash services (2 months)	620.00
Informa Corp	Computer support	4,950.00
Interstate Billing Service Inc	E-92 service - new brakes and radiator repair	5,180.73
Jensen Audio Visual	Dispatch security camera/intercom	3,443.73
Marborg Industries	Refuse disposal	358.26
Mission Uniform Service Inc	Shop towels	301.60
Montecito Village Hardware	Traps for Station 1	9.69
Montecito Water District	Water service	511.50
National Fire Fighter	Advance pants for employee (reimbursable)	241.80
National Emergency Number Assoc.	Chief McElwee Membership Dues	137.00
Nestle Pure Life Direct	Bottled water service	136.56
Paradise Chevrolet	Vehicle parts: lamp and handle	109.71
Paragon Builders	Shepard Mesa: SBCO permit fee and labor fees	659.72
Peyton Scapes	Landscaping services and drainage swale install.	2,485.00
Physio Control	Lifepack 12 annual maintenance	2,816.04
Price, Postel & Parma	Legal services	5,752.50
RS Communication Consultants	Radio training services	2,682.00
Safety Kleen Corp	Quarterly solven tank maintenance	537.97
Sansum Clinic	Flu vaccines and TB skin tests	1,410.00
Santa Barbara Locksmiths Inc	Service call	135.00
Santa Barbara News Press	Public notice for notice	26.00
Satcom Global Inc	Satellite phone charges (2 months)	296.52
Sintra Group	New employee background investigation	1,312.50
Southern California Edison	Electricity service	1,885.68
Sprint	E92 sim card for MDC and service	37.99
State Compensation Insurance	W/C monthly deposit premium	56,349.75
Sterling Communications	Shepard Mesa: Antenna and tower installations	3,113.69
Suds-Duds Launderette	Turnouts cleaning service	242.60

Payee	Description	Amount
The Gas Company	Gas service	143.57
The UPS Store	Shipping charges	43.10
The Village Service Station	Gasoline charges	1,165.80
Janice M Thielmann	EMT instruction	1,472.00
Trace Analytics LLC	Air testing - Mako compressor	75.00
Turnout Maintenance Co, LLC	Turnout repairs	1,148.00
Unisource	Cleaning and household supplies	753.38
United Drain	Sink blockage at Sta. 2	50.00
US Bank Corporate Card	Total payment \$ 6,235.15	
	Staff meal during incident	134.02
	Household supplies: bulbs and recliner delivery	194.63
	Replacement batteries for sawzalls	1,950.48
	Towing service for E92	472.50
	Emergency service manuals	1,337.46
	Customized wood plaque	232.20
	Threaded line gauge	169.04
	Cell phone car chargers	65.23
	SBCO Chiefs' meeting expense	89.91
	Fire Marshal meeting in Sacramento	569.30
	Gasoline charges	968.57
	Lock for Shepard Mesa	51.81
Ventura, Geri	Reimbursement for purchase of new monitor	209.19
Verizon California	Telephone service	2,305.52
Verizon Wireless	Wireless phone service (2 months)	1,775.46
Zeitsoff, Jordan	Reimbursement for training and fire assign. travel	303.73
	Fund 3650 Total	<u>144,408.75</u>
<u>Fund 3651 - Pension Obligation</u>		
Union Bank	Debt service principal & interest payment	<u>376,634.10</u>
<u>Fund 3654 - UHR Mello-Roos</u>		
Price, Postel & Parma	Legal services	<u>2,212.50</u>

**MONTECITO FIRE PROTECTION DISTRICT
PAYROLL EXPENDITURES
December 2013**

Regular Salaries	\$ 479,435.00		
Directors Fees	1,240.00		
Auxiliary	518.50		
FLSA Safety	5,854.70		
FLSA Dispatch	2,798.05		
Regular Overtime	43,396.13		
Reimbursable Overtime	9,239.53		
Chief Officers - Extra Duty	11,304.00		
Dispatch Cadre Earnings	1,917.20		
Hartford 457 Contribution	8,700.00		
4850 Time - S. Bumanglag	8,859.29		
Uniform Allowance	22,208.33		
Text Message Allowance	4,190.00		
Vacation Payout - C. Lim	<u>38,799.22</u>		
		Gross Wages	\$ 638,459.95
District Contributions to Insurance	101,872.38		
District Contributions to Medicare & FICA	8,155.03		
District Contributions to SUI	7,028.68		
PERS, Employee Contribution paid by District	46,649.37		
PERS, Employer Contribution paid by Employee (4.5%)	(24,513.55)		
PERS, District Contribution	121,354.51		
Due to AFLAC	<u>(1,086.36)</u>		
		Total Benefits	<u>259,460.06</u>
		Grand Total	<u>\$ 897,920.01</u>

**MONTECITO FIRE PROTECTION DISTRICT
OVERTIME COMPENSATION
DECEMBER 2013**

Name	Date Worked	Comp Time Hrs	OT Hrs	Total Amount	Sick Relief	Reimb.- Fire Assignment	Emergency Callback	Class Cover	Paramedic Con. Ed	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Description
G. Blake	11/15/13		15.00	891.00			891.00									
G. Ventura	11/21/13	4.00	-	-												Strategic Planning preparation
P. Purguy	11/26/13		24.00	1,250.64									1,884.00	1,250.64		
S. Pfister	11/26/13		24.00	1,884.00												
T. Ederer	11/26/13	8.00	15.50	1,106.70	1,106.70											
K. Powell	11/28/13		24.00	1,295.28												
R. Lauritson	11/28/13		14.00	1,575.42												
S. Davis	11/28/13		24.00	1,329.48												
M. Nelson	11/29/13		24.00	1,883.16												
D. Holthe	11/30/13		24.00	1,636.20	1,636.20											
J. Zeitsoff	11/30/13		24.00	1,229.40												
S. Pfister	11/30/13		24.00	1,884.00												
D. St. Oggger	12/02/13		24.00	1,525.68	1,525.68											
G. Blake	12/02/13		2.00	118.80												
T. Poulos	12/02/13		24.00	1,459.80												
G. Blake	12/04/13		24.00	1,425.60												
J. Zeitsoff	12/04/13		2.50	128.06	128.06											
K. Powell	12/04/13		23.00	1,241.31												
L. Bass	12/04/13		1.00	60.48												
J. Jenkins	12/06/13		15.00	1,487.70												1,487.70
A. Broumand	12/07/13		1.50	87.66	87.66											
B. Koepke	12/07/13		1.50	117.70	117.70											
D. Holthe	12/07/13		1.50	102.26	102.26											
D. Holthe	12/07/13		15.00	1,022.63												
G. McCleod	12/07/13		3.50	188.00												
B. Koepke	12/09/13		24.00	1,425.60	156.93		117.70									
G. Blake	12/09/13		2.50	242.70												242.70 Accountant testing/grading
G. Ventura	12/09/13		2.50	242.70												
Total per 12/16 payroll				28,569.89												
D. Holthe	12/09/13		8.50	579.49												
G. Ventura	12/10/13		-	-	579.49											
G. Blake	12/11/13		24.00	1,425.60												
R. Galbraith	12/11/13		2.00	110.79	110.79											
P. Purguy	12/12/13		12.00	625.32												625.32
B. Koepke	12/13/13		2.00	156.93	156.93											
G. Ventura	12/13/13	7.50	-	-												
A. Broumand	12/15/13		24.00	1,402.56												
G. Ventura	12/16/13		5.00	156.72												
J. Badaracco	12/16/13		2.00	156.72												
B. Hauser	12/17/13		20.50	1,101.47			1,101.47									
J. Zeitsoff	12/17/13		20.50	1,050.11			1,050.11									
K. Powell	12/17/13		9.50	512.72												
R. Walkup	12/17/13		24.00	1,328.40												
B. Hauser	12/18/13		24.00	1,328.40												
B. Hauser	12/18/13	24.00	-	-												
B. Hauser	12/19/13		24.00	1,289.52			1,289.52									
J. Zeitsoff	12/19/13		24.00	1,229.40			1,229.40									
B. Hauser	12/20/13		7.00	376.11			376.11									
G. Blake	12/21/13		24.00	1,425.60	1,425.60											
A. Briner	12/22/13		24.00	1,322.28												
A. Briner	12/22/13		24.00	1,322.28												
G. Blake	12/22/13		24.00	1,425.60												
R. McCracken	12/22/13	4.00	20.00	1,218.60												
S. Pfister	12/22/13		20.00	1,884.00												
S. Pfister	12/22/13		24.00	1,884.00												
E. Klemowicz	12/23/13		20.00	1,079.40												
K. Mann	12/23/13		24.00	1,636.20												
D. Holthe	12/24/13		24.00	1,636.20												
R. Lauritson	12/24/13		15.00	1,687.95												
G. Blake	12/26/13		24.00	1,425.60												
T. Edwards	12/26/13		24.00	1,884.00												
K. Kellogg	12/18-12/21		57.00	4,192.92			4,192.92									
Total per 1/2 payroll				35,369.77												
Grand Total				63,939.66	6,826.38	9,239.53	1,316.32	-	-	1,687.95	-	24,260.50	12,879.42	7,330.14	399.42	
% of Total				100.00%	10.66%	14.45%	2.06%	0.00%	0.00%	2.64%	0.00%	37.94%	20.14%	11.46%	0.62%	

**MONTECITO FIRE PROTECTION DISTRICT
SUMMARY OF OVERTIME EXPENSE BY CATEGORY
FY 2012-13**

Month Paid	Sick	Fire Assign & Callback	Pre-build Inspection	Class Cover	Paramedic	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Total OT	Monthly % of Total	Cum. % of Total
JULY	2,934.00	4,381.03	-	429.30	790.68	8,621.64	1,865.16	37,546.02	-	6,284.02	2,941.07	65,792.92	6.1%	6.1%
AUGUST	12,344.15	76,026.26	5,674.27	3,078.82	700.61	14,043.84	1,070.37	50,526.54	1,884.00	6,776.12	2,235.79	174,360.77	16.1%	22.2%
SEPTEMBER	9,619.56	58,014.16	-	5,935.32	773.57	8,749.08	-	58,064.58	16,956.00	3,791.52	5,147.72	167,051.51	15.4%	37.6%
OCTOBER	16,776.96	4,850.59	-	6,517.80	113.82	9,017.88	5,338.47	51,423.70	1,884.00	5,265.05	5,884.17	107,072.44	9.9%	47.5%
NOVEMBER	13,379.80	5,876.93	-	-	628.82	8,289.60	1,218.24	54,593.07	5,652.00	5,481.84	598.47	95,718.77	8.8%	56.4%
DECEMBER	12,630.64	374.96	-	4,403.61	113.82	2,168.82	-	16,157.43	-	5,182.84	4,840.67	45,872.79	4.2%	60.6%
JANUARY	21,726.48	10,232.81	983.28	-	229.54	8,201.91	-	29,201.05	1,884.00	5,432.76	2,571.43	80,463.26	7.4%	68.0%
FEBRUARY	21,023.89	238.61	-	486.60	617.03	-	-	17,724.02	7,536.00	2,478.78	5,317.86	55,422.79	5.1%	73.1%
MARCH	7,806.12	1,154.21	-	1,148.59	605.89	1,462.32	-	4,574.75	5,652.00	-	1,274.42	23,678.30	2.2%	75.3%
APRIL	10,465.20	7,514.47	-	3,085.42	534.34	4,226.40	2,707.52	13,714.44	12,246.00	4,035.24	3,832.02	62,361.05	5.8%	81.1%
MAY	6,058.56	34,924.36	-	179.29	1,766.81	6,840.15	340.88	17,939.55	4,710.00	9,816.22	3,600.35	86,176.17	8.0%	89.1%
JUNE	2,804.36	68,659.48	-	-	1,092.31	2,700.72	11,628.81	20,789.40	5,652.00	3,296.52	1,856.90	118,480.50	10.9%	100.0%
TOTAL	137,569.72	272,247.87	6,657.55	25,264.75	7,967.24	74,322.36	24,169.45	372,254.55	64,056.00	57,840.91	40,100.87	1,082,451.27	100.0%	

Fire Assignment Reimbursements Received:

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

**MONTECITO FIRE PROTECTION DISTRICT
SUMMARY OF OVERTIME EXPENSE BY CATEGORY
FY 2013-14**

Month Paid	Sick	Reimb.-Fire Assignment	Emergency Callback	Class Cover	Paramedic	Flex Day	Extra Staffing	Shift Vacancy	BC Coverage	Dispatch Coverage	Other	Total OT	Monthly % of Budget	Cum. % of Budget
JULY	17,047.80	21,550.17	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	93,933.90	11.1%	11.1%
AUGUST	15,315.23	60,900.04	-	1,322.28	110.79	10,935.72	-	20,107.22	-	861.96	824.53	110,377.77	13.0%	24.0%
SEPTEMBER	12,665.18	94,071.40	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	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	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	3.8%	51.8%
DECEMBER	6,826.38	9,239.53	1,316.32	-	-	1,687.95	-	24,260.50	12,879.42	7,330.14	399.42	63,939.66	7.5%	59.4%
TOTAL	76,613.83	185,761.14	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	504,568.33	59.4%	
	15.2%	36.8%	2.7%	1.7%	0.4%	5.6%	3.0%	19.0%	7.6%	3.6%	4.5%	100.0%	Budget	\$ 850,000

Fire Assignment Reimbursements Received:

Date	Source	Amount
9/17-12/9/13	State of CA	172,879.39
9/18-11/18/13	USFS	159,837.20

**MONTECITO FIRE PROTECTION DISTRICT
FIRE ASSIGNMENTS - BILLING
FY 2013-2014**

Fire Name, #	Invoice #	Period Covered	Date Billed/ Inv. Rec'd	Agency	Total Due	Date Rec'd	Amt. Rec'd.
West Fork Complex, CO-SJF-0285	2013-04	7/2-7/11/13	08/07/13	USFS	\$ 18,460.49	11/14/13	\$ 18,460.49
Chariot Fire, CA-MVU-014084		7/8-7/11/13	09/03/13	Cal-EMA	29,226.50	12/04/13	29,226.50
Falls Fire, CA-CNF-002512		8/6-8/8/13	09/09/13	Cal-EMA	23,401.17	12/03/13	23,401.17
Silver Fire, CA-RRU-079781		8/8-8/10/13	09/03/13	Cal-EMA	29,398.41	12/04/13	29,398.41
American Fire, CA-TNF-1562	2013-06	8/12-8/19/13	09/12/13	USFS	20,194.23		-
Shirley Fire, CA-SQF-3228		8/19-8/20/13	10/03/13	Cal-EMA	14,621.27	12/06/13	14,621.25
Shirley Complex, CA-SQF-3229		8/20-8/23/13	09/09/13	Cal-EMA	35,955.94	12/09/13	35,955.95
Hough Complex, CA-PNF-1324	2013-07	8/19-8/28/13	10/03/13	USFS	38,121.20		-
Rim Fire, CA-STF-2857		8/23-9/3/13		Cal-EMA	156,698.60	01/07/14	156,698.60
					\$ 366,077.81		\$ 307,762.37

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 12, 2013
 File #: 12611
 Invoice #: 114600
 Billing Attorney: MSM

ACCOUNT SUMMARY BALANCE

RE: GENERAL MATTERS Our File Number: 12611-00000	1,416.00
RE: ORDINANCES Our File Number: 12611-00022	885.00
RE: PERSONNEL MATTERS Our File Number: 12611-00037	1,180.00
RE: BOARD MTGS Our File Number: 12611-00061	2,271.50
RE: MELLO ROOS - UPPER HYDE ROAD Our File Number: 12611-00077	2,212.50 - Fund 3654
<hr/> Current Total Charges	<hr/> 7,965.00

* * * * *

SUMMARY OF CURRENT CHARGES

Current Fees	7,965.00	
Total Current Fees & Costs	<u>7,965.00</u>	
Total Current Due		\$7,965.00

SUMMARY OF PAST DUE BALANCES

Total Past Due	\$0.00
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<hr/> TOTAL CURRENT AND PAST DUE	<hr/> \$7,965.00
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BALANCE IS DUE UPON RECEIPT.

THE FIRM'S HOURLY RATES ARE REVIEWED ANNUALLY AND
 MAY CHANGE EFFECTIVE JANUARY 1ST UNLESS OTHERWISE AGREED.

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 93140

 **Properties**

1 **Cochrane Prop.** **mt.**
 B **PD** - 1255-1259 E.
 Valley Road
 Santa Barbara, CA 93108

Date	Payee / Payer	Type	Reference	Description	Income	Expense	Balance
				Beginning Cash Balance as of 12/01/2013			7,581.96
12/01/2013	David Ward	Receipt	1202838519	1259 - Rent Income - December 2013	1,226.00		8,807.96
12/02/2013	Larry Todd Edwards	ACH receipt	IVF4-WGH3	1255 - Rent Income	1,636.00		10,443.96
12/03/2013	Thomas V. Homer	Receipt	1244	1257 - Rent Income - December 2013	1,210.00		11,653.96
12/30/2013	Montecito Water District (ACH)	ACH payment	ACH	Water/Sewer - monthly water 01-1256-03: 10/27/13 - 11/27/13 - December 2013 - Montecito Water monthly bill		147.21	11,506.75
12/31/2013	Cochrane Property Management, Inc.	Check	18665	Administrative Fee - Monthly service fee - min \$5 - December 2013 - Monthly service fee - min \$5		5.00	11,501.75
12/31/2013	Cochrane Property Management, Inc.	Check	18665	Property Mgmt Fees - Property Mgmt Fees for 12/2013		244.32	11,257.43
12/31/2013	Hydrex, Inc. (Santa Barbara)	Check	18666	Pest Control - 11/11/13 mo pest control		92.00	11,165.43
12/31/2013	Peyton/Scapes	Check	18667	1259 - Gardening/Landscaping - 11/30/13 mo gardening - December 2013		55.00	11,110.43
12/31/2013	Peyton/Scapes	Check	18667	1257 - Gardening/Landscaping - 11/30/13 mo gardening - December 2013		55.00	11,055.43
12/31/2013	Peyton/Scapes	Check	18667	1255 - Gardening/Landscaping - 11/30/13 mo gardening - December 2013		55.00	11,000.43
12/31/2013	Rayne Water Conditioning	Check	18668	1257 - Water/Sewer - Monthly water softening 11/20/13 - Dec 2013		47.65	10,952.78
12/31/2013	Rayne Water Conditioning	Check	18668	1255 - Water/Sewer - Monthly water softening 11/20/13 - Dec 2013		76.04	10,876.74
12/31/2013	Rayne Water Conditioning	Check	18668	1259 - Water/Sewer - Monthly water softening 11/20/13 - Dec 2013		47.65	10,829.09
12/31/2013	dba United Drain & Sewer	Check	18669	Plumbing - 12/10/13 cleared all main lines, changed our RO 4 stage filters, annual/semi-annual service		489.48	10,339.61
				Ending Cash Balance			10,339.61
Total					4,072.00	1,314.30	

Cochrane Property Management, Inc.

Properties: 186 - Cochrane Prop. Mgmt. FBO MFPD - 1255-1259 E. Valley Road Santa Barbara, CA 93108

Prepared By: Montecito Fire Protection District (MFPD)

Date Range: 12/01/2013 to 12/31/2013

Account Name	Select Period	% of Select Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
Income				
Rent Income	4,072.00	100.00	48,864.00	100.00
Total Income	4,072.00	100.00	48,864.00	100.00
Total Operating Income	4,072.00	100.00	48,864.00	100.00
Expense				
Office Expenses				
Postage Expense	0.00	0.00	45.00	0.09
Administrative Fee	5.00	0.12	60.00	0.12
Total Office Expenses	5.00	0.12	105.00	0.21
Repair & Maintenance				
Gardening/ Landscaping	165.00	4.05	3,710.00	7.59
Plumbing	489.48	12.02	489.48	1.00
Pest Control	92.00	2.26	1,074.00	2.20
Total Repair & Maintenance	746.48	18.33	5,273.48	10.79
Property Mgmt Fees	244.32	6.00	2,931.84	6.00
Property Tax	0.00	0.00	2,131.00	4.36
Utilities				
Water/Sewer	318.55	7.82	3,669.06	7.51
Trash/Recycling	0.00	0.00	1,049.76	2.15
Total Utilities	318.55	7.82	4,718.82	9.66
Total Operating Expense	1,314.35	32.28	15,160.14	31.03
Net Operating Income	2,757.65	67.72	33,703.86	68.97
Total Income	4,072.00	100.00	48,864.00	100.00
Total Expense	1,314.35	32.28	15,160.14	31.03
Net Income	2,757.65	67.72	33,703.86	68.97
Other Items				
Owner Distribution	0.00		-61,373.92	
Net Other Items	0.00		-61,373.92	
Cash Flow	2,757.65		27,670.06	

Cash Flow

Account Name	Select Period	of Select Period	Fiscal Year To Date	of Fiscal Year To Date
Beginning Cash	7,001.96		3,009.67	
Beginning Cash Flow	10,339.61		10,339.61	
Actual Ending Cash	10,339.61		10,339.61	

Balance Sheet

Properties: 186 - Cochrane Prop. Mgmt. FBO MFPD - 1255-1259 E. Valley Road Santa Barbara, CA 93108

As of: 12/31/2013

Account Name	Balance
ASSETS	
Cash	
Cash in Bank	10,339.61
Total Cash	10,339.61
TOTAL ASSETS	10,339.61
LIABILITIES & CAPITAL	
Liabilities	
Security Deposit/Liability	
Security Deposits On Hand	3,040.00
Total Security Deposit/Liability	3,040.00
Total Liabilities	3,040.00
Capital	
Owner Distribution	-61,373.92
Calculated Retained Earnings	33,703.86
Calculated Prior Years Retained Earnings	34,969.67
Total Capital	7,299.61
TOTAL LIABILITIES & CAPITAL	10,339.61

Agenda

Item #9

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE FINANCE COMMITTEE MEETING

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

January 13, 2014 at 1:00 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. Time Certain: 1:00 p.m. Conference call with Capital PFG regarding proposal to perform a Financial Analysis related to District Budgeting and Long-Term Liabilities.
3. Review process, and consider revision to District's Reimbursement Policy.
4. Review November/December 2013 financial statements.
5. Review Resolution 2014-01 pursuant to section 12001 of the elections code ordering, calling, providing for and giving notice of a special election to be held in the Montecito Fire Protection District on July 8, 2014 for the purpose of submitting to the voters of said district a proposition pursuant to Article XIII B of the constitution of the State of California to retain the Districts increased limits of appropriations.
6. Review Resolution 2014-02 declaring that the special election to be held in the District on July 8, 2014 shall be conducted by all mailed ballots pursuant to section 4108 of the elections code.
7. Review Resolution 2014-03 requesting the Board of Supervisors of the County of Santa Barbara to authorize the elections official of the County Clerk-Recorder-Assessor's office of said County to render specified services to the district relating to the conduct of a special election of said District to be held on July 8, 2014, pursuant to Section 10002 of the elections code.
8. Requests for items to be included for the next Finance Committee Meeting.
9. Fire Chief's Report.

Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is January 7, 2014.

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.

EXPENSE REIMBURSEMENT POLICY

It is the District's policy to reimburse officers and employees for those reasonable, actual, and necessary expenses incurred by them on behalf of the District in carrying out their official duties. The District provides several ~~mechanisms~~occasions for through which an employee can incur expenses and be reimbursed. In all cases, proper advance approval is required to qualify for reimbursement.

~~Personal credit cards, Departmental credit cards, and reimbursement of personal funds are options available. The General Policy below applies to all forms of reimbursement.~~

General Policy

Regardless of the method of purchase used, certain general guidelines apply and should be followed. Employees must obtain the appropriate departmental approvals depending upon the method of purchase. Employees must provide original supporting documents and/or receipts for:

1. All meal expenditures;
2. All lodging expenses;
3. Expenditures for District or personal vehicles used for District ~~(Business~~ (e.g., gas, parking, etc.);
4. Vehicle rental agreements;
5. Air travel;
6. Business meals with non-District employees that exceed per diem reimbursement rates;
7. Prior approved u~~U~~nusual items regardless of cost.

I. Credit Card Usage

Individual District credit cards are to be issued to Chief Officers and Staff. All original receipts are to be turned in to the Accountant as soon as possible within 10 days after completion of purchase or travel. Claims are reviewed for appropriate charges and approved by the -Fire Chief Accountant. (Also refer to Montecito Fire Protection District Credit Card Policy.)

POLICIES – EXPENSE REIMBURSEMENT

MONTECITO FIRE PROTECTION DISTRICT

II. Reimbursement Expenses

A. Lodging Costs

1. Accommodations should be adequate but not luxurious;
2. Discounted business or government rate should be requested;
3. Original hotel/motel bill must be provided;
4. Generally, up to \$~~100~~150 – Metro areas up to \$~~200~~150. May be exceeded with approval of Chief Officer.

5. Accommodations associated with events should be used so that discounts offered can be taken advantage of.

B. Transportation Costs

1. District reimburses for most economical mode of transportation suitable to the business purpose;
2. Private Car - mileage reimbursement at the current published rate of the; beginning January 1, 2005, the Internal Revenue Service Internal Revenue Service standard mileage rates for business use of an automobile; mileage is calculated from office to destination and return. Before mileage expenses are reimbursed, proof of vehicle insurance (affidavit of vehicle insurance or copy of policy) must be on file with the District;
3. Airline travel - request "government rate" when making travel reservations; copy of airline ticket or invoice must be submitted;
4. Rental Car - Original receipt must be provided. Collision damage waiver/excess liability shall not be ~~purchased~~ accepted when a vehicle is rented to Montecito Fire Protection District.

C. Meal Costs

1. The District will reimburse the following per diem meal rates unless otherwise stated in this policy.
 - a. Breakfast - \$12.00;
 - b. Lunch - \$15.00;
 - c. Dinner - \$25.00;
 - d. Full Day = \$52.00

The following amounts are allowed for meals where no receipt is provided.

- a. Breakfast - \$8.00;
- b. Lunch - \$10.00;
- c. Dinner - \$15.00;

POLICIES – EXPENSE REIMBURSEMENT

MONTECITO FIRE PROTECTION DISTRICT

- d. Full Day = \$33.00
- 2. A 15-18% tip may be added to the bill, but the cumulative total shall not exceed the stated limits.
- 3. Breakfast and dinner are not covered when travel distance from or to employee's home allows for meals to be eaten at home.

D. Qualifying Meals

- 1. Outside of district on district business:
 - a. During travel - from departure time to arrival back at work or home;
 - b. Actual cost not to exceed stated limits;
 - c. Meals when providing station coverage outside the District;
- 2. Meetings:

Meals or refreshments may be ~~consumed~~~~served~~ in conjunction with meetings where it is to the benefit of the District to keep all participants together and not have them disperse for meals. A meeting is defined as formal training, conference, seminar, workshop, staff or Board meeting.

- 3. Receptions:

In addition to providing snacks at business meetings and paying for business meals, it is sometimes appropriate for the District to host larger receptions for statewide peers, visiting dignitaries, or for other unique occasions. Such receptions should be kept to a minimum, and any such receptions anticipated to cost more than \$150 must be approved prior by the Fire Chief.

- 4. Business Meals:

Chief Officers are reimbursed for meal expenses incurred in ~~meetings~~~~sanctioned meetings~~ with District and non-District employees to discuss business. This policy has been designed to provide flexibility and discretion on the part of Chief Officers. Fire Chief ~~business~~Business entertainment expenses are subject to approval by Board President.

E. Miscellaneous Travel Costs

- 1. Parking fees - actual cost of parking (submit receipt).
- 2. Transportation costs from airport to lodging or meeting site by most economical method (e.g., shuttle, taxi, limo, rental car, etc). ~~For rental car, receipt must be submitted.~~ For ~~all other~~ modes of transportation, ~~submit receipts must be submitted, if available.~~
- 3. Registration fees for meetings (submit receipt or other documentation showing cost).

POLICIES – EXPENSE REIMBURSEMENT

MONTECITO FIRE PROTECTION DISTRICT

4. Telephone costs for District business; calls and other calls necessitated by the employee's travel status.

III. Procedures for Expense Reimbursement

A reimbursement request form must be submitted to the Accountant within TEN working days of employee's return to the District.

Employees must complete a Reimbursement Request claim form, and:

1. Attach any travel advance forms, supporting documents and receipts. Original receipts must be provided for:
 - a. All meals;
 - b. All lodging expenses;
 - c. Expenditures for District/personal vehicles (e.g., gas, parking, etc.);
 - d. Vehicle rental agreements;
 - e. Air travel;
 - f. Business meals with Non-District employees that exceed per diem reimbursement rates;
 - g. Unusual items regardless of cost.
2. A department approval with an authorized signature must be on file prior to the processing of employee's reimbursement request.
3. Fire Chief and Board members' claims are reviewed for appropriate charges and approved by the District Board.

IV. ~~Director~~ Director Compensation

In addition to the meetings described in Section 1 of District Ordinance No. 2001-01, District Directors shall be compensated, at the current rate, for the following meetings which have been prior approved by the board. Last minute decisions to attend such meetings must have the approval of the Board President, or the Fire Chief if the Board President is not available if there is not sufficient time to gain the Board's approval:

1. For each day's service rendered as a member of a standing or ad hoc committee established by the Board.
2. Directors authorized and requested by the Governing Board to attend conferences, seminars and meetings shall be compensated per day for each day of attendance at such conference, seminar or meeting, including travel time is such does not exceed 6 hours on any day.
3. Directors authorized and requested by the Governing Board to serve as

POLICIES – EXPENSE REIMBURSEMENT
MONTECITO FIRE PROTECTION DISTRICT

officers or as a liaison to affiliated agencies as an official District representative shall be compensated per day for each day of attendance at such meetings.

4. Directors may be compensated for up to a total of four meetings and or seminars or meetings sanctioned by the board per month.

Agenda

Item #10



2250 East Bidwell Street, Suite 100 ■ Folsom, CA 95630 ■ PH 916-458-5100 ■ FAX 916-983-2090

January 3, 2014

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

**RE: SCOPE OF SERVICES TO PROVIDE A STANDARDS OF COVERAGE AND RISK ASSESSMENT
STUDY FOR THE MONTECITO FIRE PROTECTION DISTRICT**

Dear Chief Hickman:

Citygate Associates, LLC is pleased to present our updated Scope of Services to the District to conduct a Standards of Coverage and Risk Assessment Study. As you requested, attached to this letter is a detailed Work Plan, draft work schedule, and proposed cost.

Citygate is available to begin work in January 2014 after award of a contract. For technical questions, please contact Stewart Gary, Fire Practice Principal, at sgary@citygateassociates.com, by phone at (916) 458-5100 extension 305 or by fax at (916) 983-2090. The mailing address is 2250 East Bidwell Street, Suite 100, Folsom, CA 95630. As President of the firm, I am authorized to execute a binding contract on behalf of Citygate Associates, LLC. Please feel free to contact me at our headquarters office, located in Folsom, California at (916) 458-5100, extension 101 or via e-mail at dderoos@citygateassociates.com if you wish further information.

Sincerely,

David C. DeRoos, MPA, CMC
President

cc: Stewart Gary

Attachment: Scope of Services and Cost

ATTACHMENT 1

**SCOPE OF SERVICES TO PROVIDE A
STANDARDS OF CARE AND RISK
ASSESSMENT STUDY**



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SECTION 1—SCOPE OF SERVICES

1.1 OVERVIEW OF PROPOSED SCOPE OF SERVICES

Citygate understands that the District requires a performance review of the current delivery of all Fire Department emergency response services and provision of options or alternatives for those items needed to meet current best practices.

Citygate’s Standards of Coverage and Community Risk Assessment studies are performed in accordance with the methodology outlined in *Standards of Response Coverage* (5th Ed.) as published by the Commission of Fire Accreditation International (CFAI). This methodology is outlined on the following page. Our studies also incorporate guidelines and best practices in the field of deployment and risk analysis from the National Fire Protection Association (NFPA), Insurance Services Office (ISO), relevant federal and state laws and regulations, and other recognized industry best practices.

In addition to the usual and customary techniques of reviewing agency documentation and conducting stakeholder listening interviews, Citygate will:

- ◆ Use ESRI ArcGIS to prepare analysis maps of the District’s deployment situation. The final project GIS files will be returned to the District for on-going use, or if the District does not have geographic mapping technician capabilities, Citygate can maintain and update the files as needed by the District on a subscriber basis.
- ◆ Use an incident response time analysis program called *StatsFDTM* to review the statistics of prior incident performance. The results will be plotted not only on graphs and charts, but “live” using 3D tools over Google Earth images. The District presently owns *StatsFDTM* (formerly NFIRS 5 Alive) and at the end of the study all SOC statistics reports and Google Earth models will be given to the District for on-going comparative use over time.

Citygate proposes a minimum 5-month timeframe to complete this study, and is available to start immediately following execution of a contract for services. The District may prefer a longer schedule to allow more time between steps to process Citygate’s technical findings by task and to absorb community input sessions.

1.1.1 Standards of Coverage methodology

As indicated, the core methodology used by Citygate in the scope of our deployment analysis work is the “Standards of Response Coverage” systems approach to fire department deployment as published by the CFAI. This is a systems-based approach using local risk and demographics to determine the level of protection best fitting the District’s needs.



Montecito Fire Protection District

Scope of Services to Provide a Standards of Coverage and Risk Assessment Study

The study will use the following components in the Standards of Response Coverage process:

1. Existing deployment – each agency has something in place today.
 - The Citygate team will understand existing deployment strategies and performance measures.
2. Community outcome expectations – what is expected of the response agency?
 - Citygate will understand the District’s expectations for fire, EMS, and special hazard responses.
3. Community risk assessment – what risks are inherent in the community and what risks may be transient but still a threat in the community?
 - Citygate will determine risk in the community at a zone level using community zoning information, Insurance Service Office (ISO) building risk information, population demographics and planned/projected growth plans, and a detailed analysis of natural and human-caused hazards by attributes developed collaboratively with District staff and the Strategic Planning Committee.
 - Citygate will assist the Department in conducting critical crew task measure reviews.
4. Distribution study – the locating of first-due resources (typically engines).
 - Citygate will use the *FireView™* software GIS mapping tool to study the effectiveness of existing station locations to understand the existing deployment system performance and test proposed service measures by risk types in different zones for first-due, all-risk units.
5. Concentration study – first alarm assignment or effective response force studies.
6. Historical reliability – is there a multiple call frequency issue (call stacking) problem? Citygate will use the *StatsFD™* software to analyze prior District incident response time performance.
 - Citygate will analyze incident data to determine if multiple calls are affecting performance.
7. Historical response effectiveness studies – what percent of compliance does the existing system deliver?



- 8. Overall evaluation with updated Standard of Cover statements by risk type, as needed.
 - Citygate will advise on a revised Standard of Cover set of policies.

Changes in deployment, if desirable, will be identified along with likely timing. This Citygate team strength means we are able to develop specific recommendations tailored to the local situation that are implementable within the revenues available. Our reports identify specific areas that are working well, where improvements are needed, and what new resources, if any, would be needed to implement the recommendations.

1.2 PROJECT WORK PLAN

Citygate’s detailed Work Plan to conduct the requested Standards of Coverage and Risk Assessment study is comprised of five (5) tasks and is presented in this section. We intend to review our Work Plan and schedule with the District leadership prior to beginning work. After obtaining additional input, we will finalize our Work Plan and the accompanying project schedule.

Throughout the entire project duration, we will monitor engagement progress and completion of tasks, including providing monthly written status reports and oral communications, as needed.

Task 1: Initiate and Analyze the Project, Data Collection, and Interviews

1.1 Obtain and Review District Documentation

- ◆ At the start of the project we will develop and submit a list of requested documentation relevant to this project, including the County’s General Plan, growth forecasts, any appropriate prior studies, Fire District documentation including (as available) dispatch data, fleet inventory, facility condition assessments, current personnel, equipment and other operating costs, and other relevant information. Once we receive the requested documentation from the District, we will review it prior to conducting our interviews in the following subtask.
- ◆ Citygate will additionally request District and other available GIS data layers, hazard and risk-related information, travel time performance measure(s) and historical calls-for-service data from District data systems.
- ◆ We have found that reviewing factual documents prior to our initial interviews improves the effectiveness and value of the interviews we conduct, since it results in more specific questions and more definitive information.



1.2 Meet with District Staff Representatives to Initiate Study

- ◆ We will, in collaboration with the District Leadership Team, review and finalize a detailed work schedule. This will assist both the consultants and District staff to monitor the progress of the study.
- ◆ A key to a successful consulting engagement is a mutual understanding of the project's scope and objectives. In our experience, this early effort to clearly define expectations, roles and lines of communications results in a better focus on substantive issues as the engagement progresses.
- ◆ To enhance our understanding of the issues at stake in this project, we will meet with, as appropriate and as requested:
 - The District Board members and Fire Chief
 - The Command Staff members
 - The firefighter's representatives and, as appropriate and/or requested, key District line personnel.

1.3 Tour the District

- ◆ Citygate will tour the District with an experienced command chief to visually understand the geography, transportation network, and building, wildfire, and other potential natural and human-caused hazards and risks to compare and contrast what is seen, versus what existing documents typify and quantify.

1.4 Develop Community Expectations and Adopted Standards to be Used

- ◆ After the tour of the District, Citygate will meet with the Fire Chief and Board of Directors Strategic Planning Committee to develop the components of the Community Expectations review.
- ◆ Citygate will also work with staff and the Strategic Planning Committee to understand existing Adopted Standards. This includes identifying which best practices and standards the deployment and risk assessments will use, based on those adopted to date, or likely to be recommended by Citygate.

1.5 Perform First Community Listening Meeting

- ◆ At the close of the first site visit, Citygate will conduct an opening listening session for members of the public, both resident and business community, to respond to open-ended questions about what fire, life safety, and economic expectations they already hold about the District. These expectations will then be



compared and contrasted to actual risks and deployment measures in the next public meeting in Task #2.

Meetings and Deliverables

There will be one *two-day* on-site trip during this task to kick-off the project, establish relationships, conduct stakeholder interviews, tour the District and conduct the first public meeting.

Citygate will deliver in writing the final project schedule, the District data/document request questionnaire, and the Community Expectations and Adopted Standards templates.

Task 2: Risk Assessment and Built-in Response Models

2.1 Develop Standards of Cover Deployment Technical Models

- ◆ To develop Standards of Cover Deployment technical models, Citygate will:
 - Build the geographic travel time and risk models in the *FireView™* GIS software.
 - Evaluate incident data by existing station locations in the *StatsFD™* software.
 - Evaluate the Department’s current suppression staffing and fire apparatus plan both from a per-unit and District-wide basis.

2.2 Perform Community Risk Assessment

- ◆ Citygate will conduct a comprehensive community risk assessment, including a rigorous wildland fire hazard component, in conformance with Federal Emergency Management Agency (FEMA) guidelines that includes:
 - Identification of all natural and human-caused hazards, and their relevant attributes, with potential to cause adverse impacts within the District. This task will be conducted in collaboration with District staff and the Strategic Planning Committee.
 - Obtaining the Insurance Service Office (ISO) SCOPES data file in MS-Excel on commercial building property risks in the District.
 - Quantification of risk (probability of occurrence and potential severity of impacts) for each identified hazard by zone utilizing the hazard attribute



Scope of Services to Provide a Standards of Coverage and Risk Assessment Study

matrices developed collaboratively with District staff and the Strategic Planning Committee.

- In collaboration with District staff and the Strategic Planning Committee, identification of the values at risk within the District.
- Evaluation of the effectiveness of current and past hazard-mitigation measures.
- Review of recommended measures to eliminate or reduce the severity of the potential impacts for each identified hazard.
- Development of proposed additional measures, as appropriate, to eliminate or reduce the severity of potential impacts for each identified hazard.

The comprehensive community risk assessment will include analysis of relevant data from CAL FIRE, U.S Forest Service, Santa Barbara County Multi-Jurisdictional Hazard Mitigation Plan, Insurance Services Office, Federal Emergency Management Agency, and local historical records and reports.

2.3 Review the District Headquarters Functions

- ◆ Citygate will review the District headquarters functions and staff ability to support the line Fire staff missions.

2.4 Prepare a PowerPoint Briefing

- ◆ Citygate will prepare a PowerPoint briefing of Citygate’s preliminary findings on deployment and risks in the District.

Deliverables and Deliverables

The deliverable for the risk assessment component will be a comprehensive District risk analysis matrix that will identify and rank the various natural and human-caused hazards and their relative risk by zone. This risk analysis matrix will be subject to review and comment by community stakeholders in a workshop prior to delivery of the Draft Report.

Citygate will deliver our preliminary deployment and risk assessment findings using a PowerPoint presentation.

There will be one day on-site to first present the preliminary deployment and risk assessment technical findings to District Command Staff and the Strategic Planning Committee.

That evening, Citygate will conduct a public workshop to review the identified community risks, identify what the current deployment system can and cannot do, and identify the values within





the District to be protected. To solicit input after the technical overview, Citygate will ask the community members present to offer general comments and then to rank-order their preferences for response system customer service outcomes and risk mitigation strategies.

Task 3: Risk Mitigations and Deployment Options Analysis

Based on the input received from the Command Staff, Strategic Planning Committee and members of the public in Task #2, in this task Citygate will:

3.1 Conduct Gap Analysis

- ◆ Conduct a gap analysis on the current state of deployment and risk mitigation in the District versus the input received in desired outcomes. We will then model strategies and resultant costs to close any gaps.
 - Using forward-looking risk demographics, project future staffing needs.
 - Perform GIS travel time studies on alternative and/or additional fire crew locations.

3.2 Perform Comprehensive Deployment Issues Evaluation

- ◆ Citygate will undertake a comprehensive evaluation of all the issues affecting fire crew deployment in the District.

3.3 Prepare a PowerPoint Briefing

- ◆ Citygate will prepare a PowerPoint briefing of the gap analysis with Citygate’s recommended strategies for deployment changes and enhanced risk mitigations with cost estimates to close the identified gaps.

Meeting and Deliverables

Citygate will provide a one-day on-site briefing on the gap analysis and deployment and risk strategies with estimated costs to the District’s Command Staff and Strategic Planning Committee. During this briefing, we will discuss any anomalies in the data and resolve any remaining issues.

That evening, the gap analysis and recommended strategies briefing will be presented in a summary PowerPoint in a public workshop. After the technical briefing, Citygate will ask the community members present to offer general comments and then to rank-order their preferences for response system and risk mitigation recommendations for consideration by the Strategic Planning Committee.



Task 4: Draft findings and recommendations

4.1 Make Data-Driven Changes and Refinements

- ◆ Pursuant to the input received from the District leadership and members of the public, Citygate will make any data-driven changes in our response and risk assessment models. Then, any needed refinements will be incorporated into our Draft Report.

4.2 Prepare and Present Findings and Recommendations

- ◆ The entire Citygate team will prepare a briefing of our complete findings, recommendations and cost of implementation based on the data and input received. This briefing will:
 - Summarize the strengths of the District and opportunities for improvement.
 - Present a review of how our approach and analyses were conducted.
 - Describe major findings for deployment by risks and desired outcomes.
 - Describe the comprehensive District risk analysis matrix that identifies and ranks the various natural and human-caused hazards and their relative risk by zone.
 - Describe potential risk mitigation measures and their estimated costs.
 - Present an explanation of our integrated recommendations for their resolution in order to improve operations.
 - Describe an implementation plan for prescribed action showing implementation responsibilities, schedules, and expected benefits to costs.

Meetings and Deliverables

Citygate will provide a one-day on-site briefing to present our full draft findings, recommendations, and costs to the District’s Command Staff and Strategic Planning Committee. During this briefing, we will discuss any questions and resolve any remaining issues.

That evening, Citygate will present the findings, recommendations, and costs briefing in a summary PowerPoint in a public workshop. After the technical briefing, Citygate will ask the community members present to offer general comments and then to rank-order their preferences for the final project recommendations for consideration by the Board of Directors.





Task: Prepare and Deliver the Final Report with Executive Summary, Recommendations, and Costs

5.1 Prepare a Full Draft Report and Exhibits

- ◆ The entire Citygate team will prepare a comprehensive Standards of Response Cover and Community Risk Assessment Draft Report, including GIS mapping and statistical exhibits.
- ◆ Upon completion of the Draft Report, an electronic version in MS-Word will be delivered to the District project manager for comments using the “track changes” and “insert comments” tools in Word.
- ◆ Our normal practice is to review a draft of our report with District leadership in person to ensure that the factual basis for our recommendations is correct and to allow time for a thorough review. In addition, we take time to discuss any areas that require further clarification or amplification. It is during this time that understandings beyond the written text can be communicated.

5.2 Prepare Final Report

- ◆ Based on the results of our Draft Report review process, we will then prepare a Final Report for the Board of Directors. Our final work product will include:
 - An analysis of the effectiveness of current fire station locations;
 - An analysis of the efficiency of the current deployment scheme of resources within the District’s fire stations;
 - An analysis of the District’s ability to meet the listed recommendations;
 - An analysis of the risks to be protected in the District, along with identification of potential hazards and proposed mitigations with estimated costs.
 - Recommendations for changes in fire station locations, if needed, to meet current and future needs and to optimize service delivery;
 - Recommendations for deployment of new resources to meet current and future needs;
 - Provision of supporting data and rationale for all recommendations;



- Provision of supporting colored maps and other visual data to fully illustrate the current situation and consultant recommendations. This information shall be provided in both hard copy format and computerized format with an accompanying Microsoft PowerPoint presentation.

5.3 Present Final Report

- ◆ We also will make an oral presentation using a PowerPoint presentation to the Board of Directors in a community meeting.

Meetings and Deliverables

There will be one on-site meeting to make an oral presentation of the Final Report to the District's Board of Directors.

The Final Report will be provided in six (6) bound, hard copies, and it will also be delivered electronically in Adobe Acrobat (.PDF) format.

The GIS mapping and incident statistics data sets can be returned to the District for its on-going use, or if the District lacks the technical staff to keep the models updated, the District may contract with Citygate and its business partners to do so, on a time and materials basis. Many of our clients find such an on-going, but periodically-used, retainer arrangement much more cost-effective than in-house technical staff expenses.

1.3 ON-SITE MEETINGS

We anticipate a total of seven (7) on-site meetings in the District throughout the study:

- ◆ Task #1 – There will be **two** on-site days to include the project kick-off meeting and information gathering outreach.
- ◆ Task #2 – There will be **one** on-site day with Citygate to understand and obtain agreement on the risk assessment and desired outcomes work to date and conduct a public workshop to review the identified community risks.
- ◆ Task #3 – There will be **one** on-site day with Citygate to brief the District Strategic Planning Committee and interested public on the draft deployment and risk assessment findings and recommended strategies.
- ◆ Task #4 – There will be **one** on-site day with Citygate to present and review full draft findings, recommendations, and estimated costs to District staff, the Strategic Planning Committee, and interested public.



Montecito Fire Protection District

Scope of Services to Provide a Standards of Coverage and Risk Assessment Study

- ◆ Task #5 – There will be **two** on-site meetings: one to review the draft Final Report with the Strategic Planning Committee, and a second to present the Final Report via PowerPoint to the District Board of Directors.

1.4 STUDY COMPONENTS WITH WHICH THE DISTRICT MUST ASSIST

Both Citygate and the District understand the economic constraints of a study of this magnitude and complexity. The District has the capability to collect some internal data that can assist the Citygate study. Therefore, the District will assist Citygate with:

- ◆ Providing documentation, including electronic incident response data, in a format requested by Citygate.
- ◆ Providing GIS and existing risk data and other District data as requested by Citygate.

1.5 PROJECT SCHEDULE

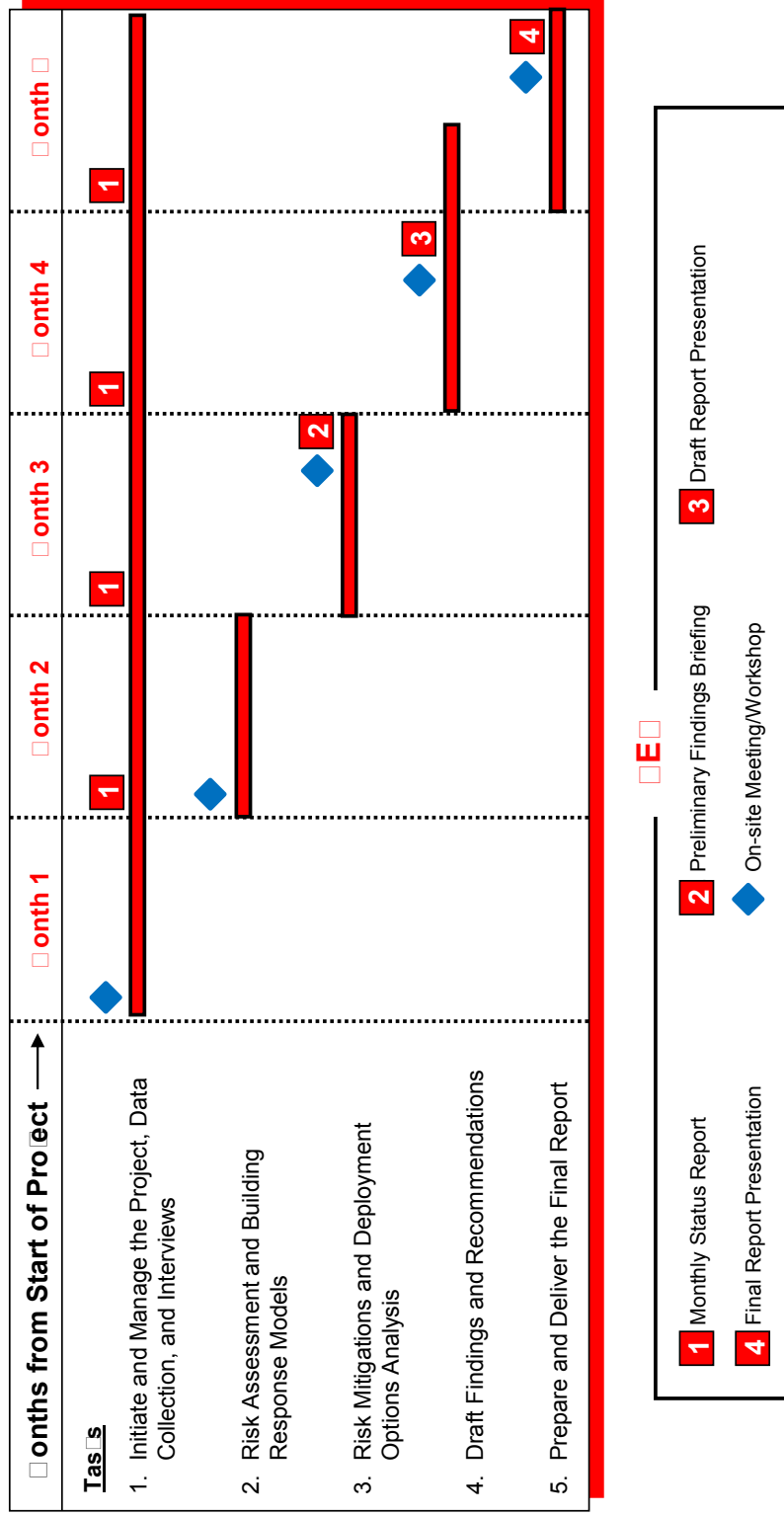
Citygate proposes a minimum of five months to complete the project. We are available to start the project in January 2014. A detailed Work Plan schedule is presented on the following page. However, a five-month timeframe is very aggressive and the District staff and Strategic Planning Committee will have to dedicate significant time each month, especially at the start for document collection and at the end for final product review.

The District may prefer doubling the project schedule to a maximum of ten months, thus allowing up to two months per task.



Montecito Fire Protection District
 Scope of Services to Provide a Standards of Coverage and
 Risk Assessment Study

Montecito Fire Protection District Project Schedule





SECTION 2—PROJECT TEAM MEMBERS

Primary members of our Project Team include the following experienced consultants:

Chief Stuart . Gary, PA, Project Manager and S&C Specialist

Chief Gary is the Fire Practice Principal for Citygate Associates. Chief Gary is the retired Fire Chief of the Livermore-Pleasanton Fire Department in Alameda County, California. For fourteen years, he was a lead instructor, program content developer and consultant for the Standards of Response Coverage process. For many years he annually taught a 40-hour course on this systems approach for fire deployment at the California Fire Academy and he teaches and consults across the United States and Canada on the Standards of Response Coverage process. Over the last twelve years, he has performed organizational and deployment studies on 140 departments.

Samuel Mazza, CFC, CEF, ECF, Senior Fire Service Associate

Mr. Mazza is a Senior Fire and Emergency Services Specialist with over 40 years of fire service experience. He recently retired as Fire Chief from the City of Monterey, California where he oversaw a successful consolidation of fire services with the City of Pacific Grove. Prior to his service with Monterey, Chief Mazza spent over 30 years with CAL FIRE in numerous assignments spanning state, county, and fire and special district services. He has extensive collaborative and command experience, including appointment as the Incident Commander of a statewide Type-1 Incident Command Team. Chief Mazza is a California state Certified Fire Chief, CPSE Chief Fire Officer, Executive Fire Officer and National Fire Academy instructor.

David C. DeRoos, PA, CFC, Citygate President

Mr. DeRoos has nearly 30 years of experience as a consultant to local government, preceded by 5 years as an assistant to the City Administrator. He earned his undergraduate degree in Political Science/Public Service (Phi Beta Kappa) from the University of California, Davis and holds a Master of Public Administration degree from the University of Southern California.

The Omega Group, Geomatics Specialist

The Omega Group, headquartered in San Diego, is a nationally recognized public safety and law enforcement mapping analytic and tactical software solution provider. Since the company's inception in 1992, Omega is honored to have worked with over 500 public safety agencies.

Michael D. Fay, Statistical Specialist

Mr. Fay has over 30 years of experience and has served as a firefighter, EMS director, educator, consultant and publisher. As President of Animated Data, Inc., he is the designer and publisher of *StatsFDTM* (formerly NFIRS 5 Alive). Using standard datasets, *StatsFDTM* quickly performs diagnostic analysis of fire department operations.



SECTION 3—PROJECT COST

3.1 PROJECT COST/BILLING

Our charges are based on actual time spent by our consultants at their established billing rates, plus reimbursable expenses incurred in conjunction with travel, printing, clerical, and support services related to the engagement. We will undertake this study for a “not-to-exceed” total cost, based on our Work Plan and Scope of Work, outlined below:

Consultant Fees of Project Team	Reimbursable Expenses	Administration of Hourly Fees	Total City Rate Project Amount
\$90,010	\$11,933	\$4,501	<u>106,444</u>

The price quoted above is effective for 30 days from the date of receipt for this proposal and includes one (1) draft cycle as described in Task 5 of our Work Plan to be completed by Citygate and the District within thirty (30) calendar days. Additional Draft Report cycles or processing delays requested by the District would be billed in addition to the contracted amount at our time and materials rates. When changes are agreed upon, Citygate will provide up to six (6) bound color copies of the Final Report document and a reproducible master copy on CD-ROM. The Draft Report will be considered to be the Final Report if there are no suggested changes within thirty (30) days of the delivery of the Draft Report.

If the District decides to delay the final presentation in Task 5 after acceptance of the final work product, Citygate will accommodate such a request, but will charge two (2) administrative hours per month to keep the project in suspense until the presentation is delivered.

3.2 CITYGATE HOURLY RATES AND HOURS ALLOCATION

Classification	Rate	Consultant
Citygate President	\$225 per hour	David DeRoos
Citygate Fire Practice Principal & SOC Specialist	\$250 per hour	Stewart Gary
Senior Fire Services Associate	\$195 per hour	Sam Mazza
Geo-Mapping Specialist	\$195 per hour	The Omega Group
Statistical Specialist	\$160 per hour	Michael Fay
Project Report Administrator	\$95 per hour	Chad Jackson
Administrative Support	\$85 per hour	Various





Montecito Fire Protection District

**Scope of Services to Provide a Standards of Coverage and
Risk Assessment Study**

The table below details consultant hours per task:

Task	Survey	Analysis	Day	Meeting	Admin/ Documentation	Total
Task 1	25	28	0	0	7	60
Task 2	33	53	25	25	8	144
Task 3	26	37	0	0	6	69
Task 4	22	19	0	0	6	47
Task 5	44	48	0	0	41	133
Total	150	185	25	25	68	453



2250 East Bidwell Street, Suite 100 ■ Folsom, CA 95630 ■ PH 916-458-5100 ■ FAX 916-983-2090

January 13, 2014

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

**RE: SCOPE AND COST TO CONDUCT A FIRE COMMUNITY SURVEY FOR THE MONTECITO
FIRE PROTECTION DISTRICT**

Dear Chief Hickman:

Citygate Associates, LLC is pleased to present a scope and cost to the District to conduct an internet-based community survey about fire services.

The scope of the survey is outlined below:

1. **Prepare Draft Survey** – Citygate will require input from the District to understand the issues the District would like to address in the survey. Once Citygate understands the scope of issues for the survey, we will prepare a draft of the survey and an invitation letter (or postcard) to be mailed to selected citizens. These draft items will be submitted to the District for review and comment.
2. **Finalize and Launch Survey** – Upon receipt of the District's input, Citygate will finalize the instrument and publish the survey online using the SurveyGizmo survey tool. We will provide a web link to be included in the invitation letter/postcard so that respondents can easily access the survey online upon receipt of the invitation. The survey will remain available online until a date specified by the District, although Citygate recommends a timeframe of three to four weeks.
3. **District Mails Invitation Letters** – The District will be solely responsible for printing and mailing (or e-mailing) invitation letters/postcards to selected citizens. Invitations may be distributed to as many citizens as desired. The District may also wish to distribute survey invitations at community locations or events. If hard-copy versions of the survey instrument are distributed, the District would be

Chip Hickman
January 13, 2014
Page 2

responsible for collecting and entering the responses from each hard copy survey online so that the data is added to the online survey database.

4. **Monitor Results** – Citygate will provide routine email updates to the District with the number of completed surveys so that the District can be aware of the response rate. If the response rate is lower than desired, Citygate can prepare a postcard reminder for the District to print and mail to citizens.
5. **Close Survey and Prepare Report** – Once the survey is closed, Citygate will prepare a survey report of the aggregate survey data. The report will include appropriate tables, charts, and figures to represent the survey data. Salient survey findings will also be highlighted in our report.

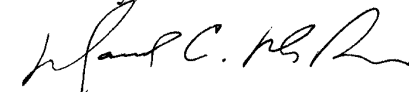
The cost to perform the above scope of work is estimated to be \$5,500, including time for Citygate's Fire Practice Principal, Stewart Gary, and Citygate's Survey Administrator. There are several variables that may impact the price: (1) the number of total survey questions desired and the overall length of the survey; (2) the number of open-ended questions and the number of total responses (since all open-ended responses have to be read and manually tallied); and (3) the depth of the written survey report desired. Given these variables, the cost may increase to \$6,500. Since Citygate performs work on a time and material basis, the District will only be charged for actual hours worked.

The hourly rate for Citygate's Survey Administrator is \$125.

Our cost bid for the citizen survey assumes that it will be created and launched in English only. If it is desired for the survey to be available in other languages, the extra time necessary to build the additional survey(s) would be an additional cost.

As President of the firm, I am authorized to execute a binding contract on behalf of Citygate Associates, LLC. Please feel free to contact me at our headquarters office, located in Folsom, California at (916) 458-5100, extension 101 or via e-mail at dderoos@citygateassociates.com if you wish further information.

Sincerely,



David C. DeRoos, MPA, CMC
President

cc: Stewart Gary

Agenda

Item #11

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE COMMUNITY OUTREACH COMMITTEE MEETING

Montecito Fire Protection District Headquarters

595 San Ysidro Road

Santa Barbara, California

January 7, 2014 at 3:00 p.m.

Agenda Items May Be Taken Out Of The Order Shown

1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District; 30 minutes total time is allotted for this discussion.
2. Review Website navigation design and provide direction.
3. Fire Chief's Report.
4. Requests for items to be included for the next Community Outreach Committee Meeting.

Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is December 30, 2013.

MONTECITO FIRE PROTECTION DISTRICT

By 

Chip Hickman, Fire Chief

Note: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District office at 969-7762. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Montecito Fire Protection District's office located at 595 San Ysidro Road during normal business hours.

Agenda

Item #12

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

Held at Fire District Headquarters, 595 San Ysidro Road, December 16, 2013 at 3:00 p.m.

The meeting was called to order by Director Venable 3:06 p.m.

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

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

Warner Owens reported on the Special District Governance Academy.

- 2. Review current status of Upper Hyde Road Community Facilities District:**

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

Director Powell reported that he met with property owners who have sent preliminary plans to solicit “budgetary estimates” and they expect to receive them by the end of the day. They will meet again to review estimates and determine how to move forward. Director Powell will prepare a request or recommendation after that meeting for the January Regular Board meeting.

Chief Hickman clarified that everyone who wants to build can build and has been given Fire Protection Certificates. He also reported Director’s Keller and Sinser, as well as Warner Owens and J’ Amy Brown on a tour of Upper Hyde Road in one of the District’s fire engines. He offered to provide the same tour to any other Directors who had not yet been up there.

Public Comment:

Bob Hazard suggested putting a cell phone antenna at the top of their road and let the cell company fund the road.

Ivanna Noel stated that the District has provided building certificates, but getting funding is a part of the problem.

The Board took no action.

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

The Board took no action.

- 3. Approve the first reading by title only of Ordinance No. 2013-1 of the Montecito Fire Protection District adopting the 2013 California Fire Code, amending provisions of the 2013 California Residential Code, amending provisions of the 2013 California Building Code and scheduling a public hearing on January 21, 2014, for the subsequent adoption of the ordinance.**

On a motion made by Director Keller, seconded by Director Sinsor the Board approved the first reading by title only of Ordinance No. 2013-1 of the Montecito Fire Protection District adopting the 2013 California Fire Code, amending provisions of the 2013 California Residential Code, amending provisions of the 2013 California Building Code and scheduling a public hearing at the Board's next regular meeting, for the subsequent adoption of the ordinance, by the following roll call vote:

Ayes:	G.B. Sinsor, J.A. Powell, J. Venable S. Keller and R.J. Jensen
Nays:	None
Abstain:	None
Absent:	None

On a motion by Director Keller, seconded by Director Sinsor, the Board unanimously directed that the Secretary be authorized to certify true copies of the 2013 California Fire Code and that such certification and one copy of the 2013 California Fire Code be kept on file at District headquarters at least 15 days prior to January 21, 2014.

Director Venable announced that a public hearing on adoption of this Ordinance will be held in January 2014, at District headquarters, at which time public comment will be taken. Copies of the text of the proposed Ordinance and the 2013 edition of the California Fire Code will be available for public inspection at District headquarters.

- 4. Election of Board officers (President, Vice President, Secretary) for 2014.**

After discussing the process of electing officers, the Board unanimously approved appointing Director Venable as the President, Director Keller as Vice President, and Director Powell as Secretary for 2014 on a motion by Director Sinsor, seconded by Director Venable.

- 5. Appointment of Board Labor Negotiator for 2014.**

Chief Hickman reviewed the role of the Labor Negotiator and provided an overview of the current labor contracts and their terms.

Director Venable was unanimously appointed Labor Negotiator for 2014 on a motion by Director Powell, seconded by Jensen.

- 6. Appointment of Board Real Property Negotiator for 2014.**

Director Keller volunteered to participate due to her experience negotiating contracts.

Director Powell deferred his role as negotiator to Director Keller.

On a motion made by Director Sinser, seconded by Director Venable seconded, the Board appointed Director Venable and Director Kelle as Board negotiators.

7. Appointment of Strategic Planning Committee Members.

Director Sinser made a motion recommending that the Board keep all committee appointments the same as they were last year. The motion was seconded and approved unanimously.

Strategic Planning Committee will be Director Keller and Director Powell.

8. Appointment of Community Outreach Committee Members.

Per previous motion, Community Outreach Committee Members will be Director Keller and Director Sinser.

9. Appointment of Finance Committee Members.

Per previous motion, Finance Committee Members will be Director Sinser and Director Venable.

10. Appointment of Personnel Committee Members.

Per previous motion, Community Outreach Committee Members will be Director Jensen and Director Venable.

11. Adopt Resolution 2013-19 determining time and place of regular board meetings.

On a motion made by Director Venable, seconded by Director Keller, resolution 2013-19 determining time and place of regular board meetings was approved by the following roll call vote with the amendment of changing the time to 2:00 p.m..

Ayes:	G.B. Sinser, J.A. Powell, J. Venable S. Keller and R.J. Jensen
Nays:	None
Abstain:	None
Absent:	None

Public Comment:

Warner Owens suggested they consider having 2 meetings per month to shorten the meetings.

12. Adopt Annual Resolution 2013-20 regarding inventory of District lands and air space.

On a motion by Director Sinser, seconded by Director Resolution 2013-20 regarding inventory of District lands and air space was approved as amended by the following roll call vote:

Ayes: G.B. Sinser, J.A. Powell, J. Venable S. Keller and R.J. Jensen
Nays: None
Abstain: None
Absent: None

13. Consider increase in Director’s Compensation, Resolution 2013-21.

The Board discussed the compensation other local Special District Director’s receive, and what meetings constitute a reimbursable event.

Public comment:

Bob Hazard asked what is the history of increases have been. Director Venable advised that it has been \$5 per year.

On a motion made by Director Sinser, seconded by Director Powell, the Board approved Resolution 2013-21 increasing Director Compensation by the following roll call vote:

Ayes: G.B. Sinser, J.A. Powell, J. Venable S. Keller and R.J. Jensen
Nays: None
Abstain: None
Absent: None

14. Consider adoption of proposed modification to District’s Rules and Regulations.

Chief Hickman reported that there was no probationary period in our rules and regulations and that he wanted to add this language prior to hiring any additional employees.

The Board discussed the new language, and proposed the following additional modifications: Section 2.1, adding a comma after “employees” in the first sentence; adding the word “and” between probationary testing period throughout section 2; and in Section 2.2, last paragraph, moving “at the Fire Chief’s discretion” after the word “may”.

On a motion by Director Powell, seconded by Director Keller, the Board approved the proposed modification to the District’s Rules and Regulations to be amended with the suggestions made by the Board. Directors Powell, Venable, Keller and Jensen voted in favor of the motion, Director Sinser was opposed.

The Board took a recess at 4:22 p.m and reconvened at 4:35 p.m.

15. Consider removal of Force Hire Guidelines from District Policies in Personnel Manual.

Chief Hickman explained that he is revising the process of recalling employees back to duty and emergency call backs. He explained that this is an operational issue and

should not be under the purview of the Board of Directors. He would like it be removed from the Personnel Manual and Policies which are adopted by the Board and have this returned to the Fire Chief's oversight.

On a motion by Director Keller, seconded by Director Powell, the Board unanimously approved removal of the Force Hire Guidelines from the District's Policies in Personnel Manual.

16. Review process, and consider revision to District's Reimbursement Policy.

Chief Hickman reviewed Director Sinser's reimbursement request, and suggested a review and update of the policy.

Public Comment:

Warner Owens suggested that that Directors be able to request a retroactive approval.

Bob Hazard suggested that reservations be made using Hotwire.com to get the best prices.

Loren Bass advised that often times, they don't have the latitude to choose where you stay.

On a motion made by Director Sinser, seconded by Director Venable the Board directed the Finance Committee to review the District's Reimbursement policy and bring their recommendations back for consideration.

17. Report from the Finance Committee (copy of Agenda for Finance Committee Meeting attached).

Director Venable reported that the Finance Committee reviewed the PARS investment strategies and proposed that the District consider moving from the "Moderate" to the "Balanced" strategy for new investments. PARS representatives will make a presentation at the next Regular Board meeting. Director Venable also reviewed the recommendations for Capital PFG inclusion in their financial analysis for the District. Director Keller asked that the recommendations state that they "include, but are not limited to the following items."

The Board took no action.

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

Director Powell reported that the committee began negotiations with Diamonte Partners, and they are developing revised estimates.

c. Staff Presentation on Response Statistics.

Chief McElwee provided a Powerpoint presentation containing response statistical data and response time mapping. The powerpoint and data are on file and available upon request.

The Board took a recess at 6:01 p.m. and reconvened at 6:11 p.m.

The Board continued discussion of the Standards of Cover study and the Strategic Planning Committee's concerns with the Diamonte proposals. The Board reviewed the process that the Strategic Planning Committee has taken thus far, and considered removing the "enhanced" component of the Study.

After discussing the options, the Board directed the Strategic Planning Committee and Fire Chief to get a bid from Citygate for the project.

19. Approval of District warrants and claims.

After an explanation of payments made for portable radios; State Compensation Insurance; Special Projects; overtime; Price Postel & Parma; and property manager quarterly transfers, the November warrants and claims were unanimously approved on a motion by Director Sinser, seconded by Director Powell.

20. Approval of Ford F450 Type 6 Engine.

Chief Hickman explained the components of this vehicle that makes it a Type 6 Engine, and that this was in direct response to the Board and the Community's interest in having smaller more agile response equipment.

The Board unanimously approved the purchase of the Ford F450 Type 6 Engine on a motion made by Director Sinser, seconded by Director Keller.

21. Approval of Minutes of November 18, 2013 Adjourned Regular Meeting.

Director Keller suggesting rewording the last paragraph of Item 8.

The minutes of November 18, 2013 Adjourned Regular Meeting were unanimously approved as amended on a motion made by Director Sinser, seconded by Director Powell.

22. Review letter from Carpinteria Summerland Fire Protection District and consider response.

The Board reviewed Carpinteria Summerland Fire Protection District's letter and directed the Fire Chief to draft a response for their consideration at the next meeting.

Public Comment:

Bob Hazard stated that he feels it would be wise for the Board to enter into discussions with Carpinteria-Summerland Fire.

Warner Owens stated that he feels the District should pursue a conversation with Carpinteria Summerland until it is counterproductive to Montecito Fire.

23. Fire Chief's report.

The Fire Chief reported that Sansum will no longer service the District's workers compensation injuries, but will continue our physical exams; current progress of hiring new Firefighter Paramedic and Accountant; current status of fire season, and fuel moisture status of critical/extreme; Forest Service fire restrictions lowered to level 3; and personnel response to fire in Big Sur.

24. Board of Director's report.

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

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

Director Powell asked that Jeff Saley provide a presentation on prevention activities at a future meeting, and consider the use of a consent calendar to expedite some agenda items at meetings.

The meeting was adjourned at 7:30 p.m.

Agenda

Item #13

January 22, 2014

Director Ben Miller
Carpinteria –Summerland Fire Protection District

Dear Director Miller,

I would like to echo your sentiment regarding the benefits our communities enjoy from our Districts' close relationship. Furthermore, it's important to recognize the cooperative efforts our agencies have in place today.

Our Districts currently share functional cooperation in the following areas: Emergency Dispatch Center, Communication Infrastructure, Urban Search and Rescue, Water Rescue, Automatic and Mutual Aid, Battalion Chief Coverage, Fire Investigations, Grant Partnering for Equipment and Hazard Mitigation, and Hazardous Material Team Partners.

Currently we are conducting a Standards of Cover and Risk Assessment of our District. It would be premature to consider cooperative efforts towards a station in the East end of our community until these studies have been completed.

We agree that continuing to explore additional opportunities for our two agencies to better serve our residents is important.

In our board's opinion our two agencies should charge our Chiefs to continue exploring further opportunities to that might better serve our communities.

Sincerely,

John Venable

Agenda

Item #15

From: **FDAC** <mranes@fdac.org>
 Date: Fri, Jan 10, 2014 at 2:14 PM
 Subject: 2014 FDAC Annual Conference Registration is Now Open!
 To: abepowellmfpd@gmail.com

You're receiving this newsletter because you are a member of the Fire Districts Association of California.

Not interested anymore? [Unsubscribe](#). Having trouble viewing this email?



January 10, 2014

2014 FDAC Annual Conference!

Registration is [now open](#) for the 2014 Annual Conference! The conference will be held from April 10 – 12, 2014 at the Embassy Suites in Napa California. Registration is easy! You can complete your registration [online](#) or download the [registration form](#) and send the PDF to mranes@fdac.org or fax it to [916.231.2141](tel:916.231.2141). Don't forget, the **deadline** to pre-register is March 28, 2014.

FDAC's conference program is designed entirely to have something for everyone in the fire station! Sessions will be helpful to governing officials, fire chiefs, training officers, administrative and finance staff. Highlights include a State of the State and fire service legislative review by long-time FDAC Legislative Advocate Ralph Heim, a session on Board 101 and a presentation on the negative effects of social media. Also, we are excited to announce the ever-popular Gordon Graham is back by popular demand as the closing keynote speaker with a new topic: **Seven Rules of Admiral Hyman Rickover!**

FDAC has secured a discounted room rate for conference attendees. Limited rooms are available at the discounted rate so be sure to make your reservation before **Sunday, March 9, 2014** to save your district money! Reservations can be made online at www.embassysuites.com (Use the Group/Convention Code: FDC) or by calling the hotel directly at [707.253.9540](tel:707.253.9540) and ask for the Fire Districts Association room rate. Rates are daily and do not include tax or fees.

If you have any questions about the registration process please contact Conference Coordinator Molly Raney at [916.231.2941](tel:916.231.2941). Looking forward to seeing you at the 2014 FDAC conference in Napa!

Save the date!

FDAC Annual Conference
 April 10-12, 2014 Embassy Suites Napa Valley

Not interested anymore? [Unsubscribe](#).

FDAC and the FDAC Logo are property of the Fire Districts Association of California.
 FDAC - 1215 K Street, Suite 940, Sacramento, CA 95814. [800.829.4309](tel:800.829.4309)

Agenda

Item #16

Montecito Fire Protection District

Incident Type Report (Summary)

Alarm Date Between {12/1/2013} And {12/31/2013}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1				
111 Building fire	2	1.83%	\$66,000	100.00%
1411 Mutual Aid - Forest, woods or wildland	1	0.91%	\$0	0.00%
	3	2.75%	\$66,000	100.00%
3				
3001 Trail Rescue - Medical Emergency	1	0.91%	\$0	0.00%
311 Medical assist, assist EMS crew	3	2.75%	\$0	0.00%
320 Emergency medical service, other	5	4.58%	\$0	0.00%
321 EMS call, excluding vehicle accident with	43	39.44%	\$0	0.00%
322 Motor vehicle accident with injuries	1	0.91%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	5	4.58%	\$0	0.00%
	58	53.21%	\$0	0.00%
4				
4001 Tree Down	1	0.91%	\$0	0.00%
421 Chemical hazard (no spill or leak)	1	0.91%	\$0	0.00%
460 Accident, potential accident, Other	1	0.91%	\$0	0.00%
463 Vehicle accident, general cleanup	1	0.91%	\$0	0.00%
480 Attempted burning, illegal action, Other	1	0.91%	\$0	0.00%
	5	4.58%	\$0	0.00%
5				
520 Water problem, Other	2	1.83%	\$0	0.00%
522 Water or steam leak	1	0.91%	\$0	0.00%
531 Smoke or odor removal	1	0.91%	\$0	0.00%
542 Animal rescue	1	0.91%	\$0	0.00%
550 Public service assistance, Other	1	0.91%	\$0	0.00%
551 Assist police or other governmental agency	1	0.91%	\$0	0.00%
553 Public service	1	0.91%	\$0	0.00%
554 Assist invalid	6	5.50%	\$0	0.00%
561 Unauthorized burning	2	1.83%	\$0	0.00%
571 Cover assignment, standby, moveup	3	2.75%	\$0	0.00%
	19	17.43%	\$0	0.00%
6				
611 Dispatched & cancelled en route	3	2.75%	\$0	0.00%
6111 Automatic/Mutual Aid Dispatched, cancelled	5	4.58%	\$0	0.00%
6113 Alarm System Malfunction; cancelled en	3	2.75%	\$0	0.00%
6114 Unintentional Alarm; cancelled en route	4	3.66%	\$0	0.00%
6115 Medical Alarm, cancelled enrout	1	0.91%	\$0	0.00%

Incident Type Report (Summary)

Alarm Date Between {12/1/2013} And {12/31/2013}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
6				
622 No Incident found on arrival at dispatch	1	0.91%	\$0	0.00%
653 Smoke from barbecue, tar kettle	1	0.91%	\$0	0.00%
	18	16.51%	\$0	0.00%

7 False Alarm & False Call

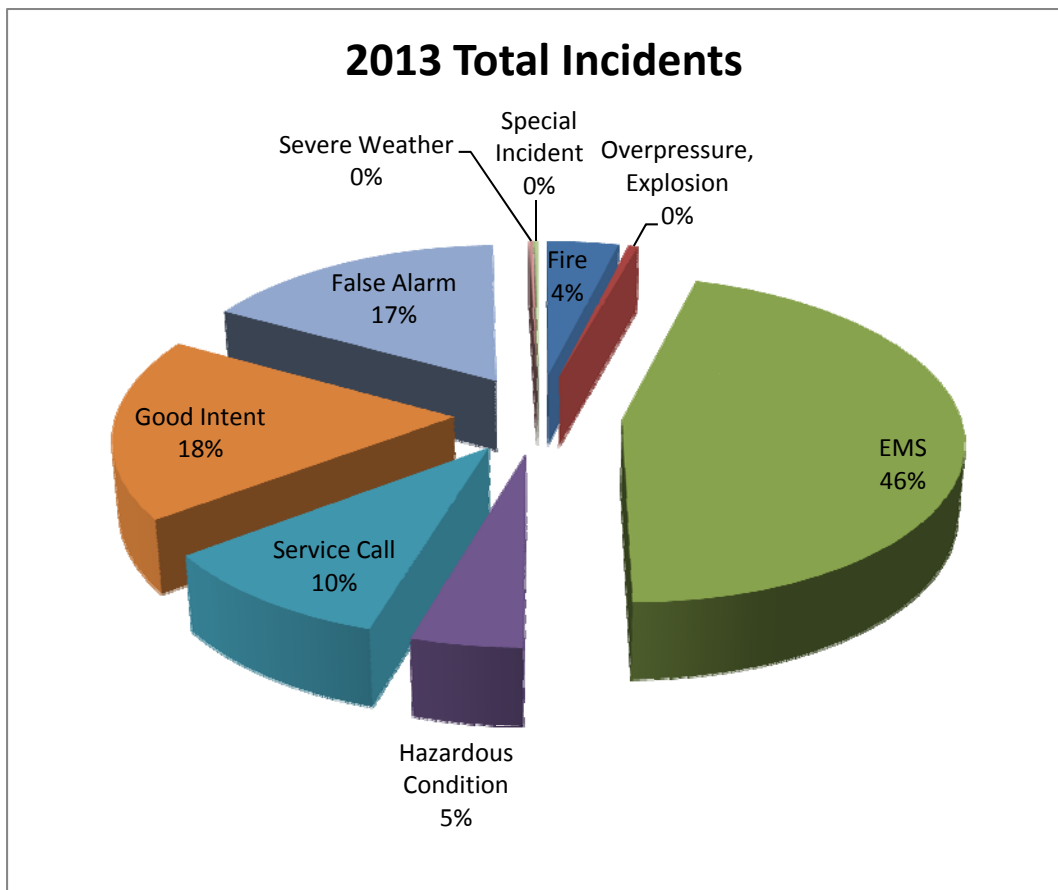
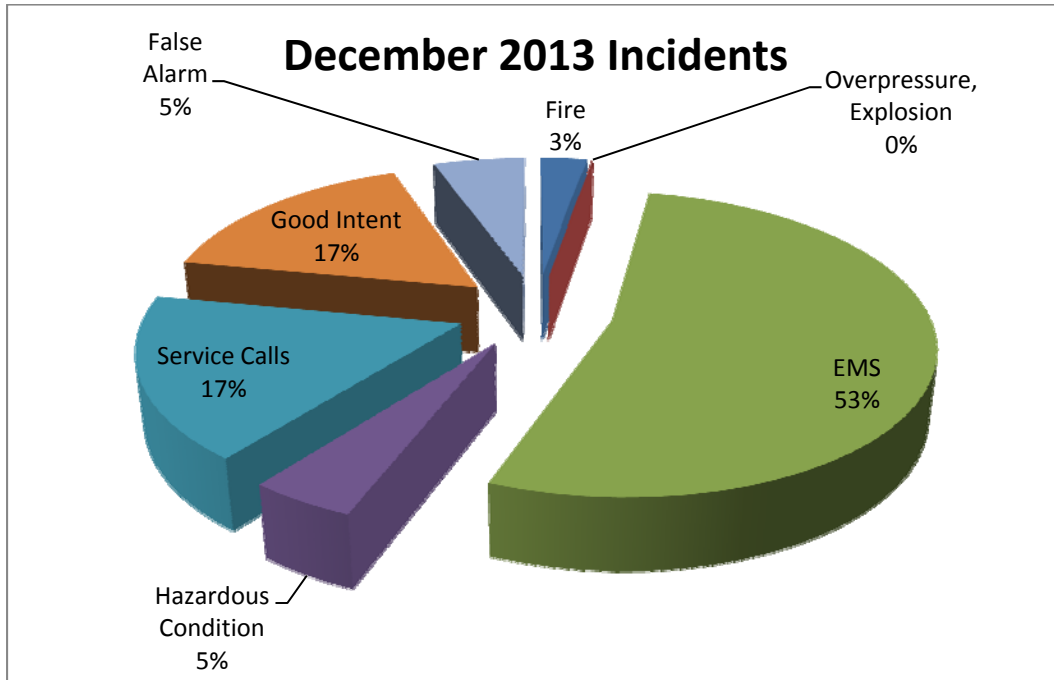
733 Smoke detector activation due to	1	0.91%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	0.91%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	0.91%	\$0	0.00%
745 Alarm system activation, no fire -	3	2.75%	\$0	0.00%
	6	5.50%	\$0	0.00%

Total Incident Count: 109

Total Est Loss:

\$66,000

2013 Incidents



Tuolumne County
Administration Center
2 South Green Street
Sonora, CA 95370



Alicia L. Jamar
Chief Deputy Clerk
of the Board
Of Supervisors

Telephone: (209) 533-5521
Facsimile (209) 533-6549
www.tuolumnecounty.ca.gov

**BOARD OF SUPERVISORS
COUNTY OF TUOLUMNE**

Sherri Brennan, First District
John L. Gray, Fourth District

Randell A. Hanvelt, Second District

Evan Royce, Third District
Karl Rodefer, Fifth District

December 17, 2013

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

Dear Chief Hickman,


The Rim Fire started on August 17, and is the largest wildfire in Tuolumne County history consuming over 257,000 acres. It is now the third largest wildfire in California history and the largest wildfire in the Sierra Nevada range. As the residents of Tuolumne County begin the slow recovery from the effects of the devastating Rim Fire, the Tuolumne County Board of Supervisors extends its sincere appreciation for the overwhelming response to our community during the Rim Fire incident.

The effects of the Rim Fire were felt across the state and assistance came from all over the Country to support the community in a number of ways. A request for Mutual Aid was submitted resulting in over 275 federal, state, county, city and district agencies responding without hesitation. Thousands of residents received evacuation advisories along the Hwy 120 and 108 corridors and these amazing individuals put their own safety at risk to take care of the families affected by such an overwhelming event. These dedicated first responders worked tirelessly with local fire and law enforcement to ensure the safety and wellbeing of those affected by this catastrophic fire. The Board of Supervisors commends all those who responded and worked tirelessly during the weeks the fire was threatening so many.

Sincerely,


Randell A. Hanvelt, Chair

I hereby certify that according to the provisions of Government Code Section 25103, delivery of this document has been made.

By: 
ALICIA L. JAMAR
Clerk of the Board

December 5, 2013

Fire Chief Chip Hickman
Montecito Fire Department
595 San Ysidro Rd.
Montecito, CA 93108

Chief Hickman,

I have a story I want to share with you. Just before Thanksgiving we had solar panels installed on our home and as part of the process we had Captain – Assistant Fire Marshal Richard Lauritson come to our home. I was told he would be checking our smoke detectors, confirm we had carbon monoxide detectors and confirm we had address numbers with a minimum height of 3”.

All we had were the smoke detectors so we ran out and purchased CO detectors and address numbers and didn't give it much thought.

When Captain Lauritson tested our smoke detectors we discovered they were not actually hooked up to the alarm dispatch. Turns out when we switched our phone system to COX digital back in 2005, they never hooked up the alarm line. I was thankful to learn we had a problem and it has since been fixed but that is not where this story ends.

My parents came up for Thanksgiving and were staying in the house as they have done many times. They turned the heater on and came back a couple hours later. We then got back an alarm was sounding. They assumed it was the fire detector and since there was no smoke they turned off the heat, opened the door to air out the room and spent the night.

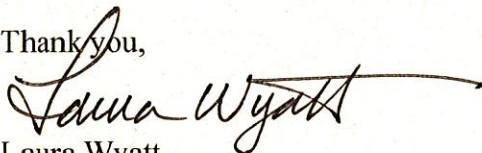
The next morning they turned the heater back on and I was home and heard an alarm going off and went to check on them. Again, they assumed it was the smoke detector but I knew the CO monitor had just been installed in a place they couldn't see and so I checked that and sure enough, that was the alarm they had been hearing.

We opened the door and windows turned off the heater and I have since called the gas company who came out and confirmed that the heater is emitting carbon monoxide at very high levels. The repairman is coming today to replace the heater and all will be OK.

I am writing to let you know Captain Lauritson did his job and that combined with your policy of a home check (after solar install) saved my parents lives and will keep us safe down the road in case of a home fire.

I am now a believer in carbon monoxide detectors and testing the alarm system annually. I will be spreading the word to friends and family but wanted to thank you for the special treatment that I know we received from living in this unique town with a fire department that goes the extra mile.

Thank you,

A handwritten signature in black ink that reads "Laura Wyatt". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Laura Wyatt
1117 Dulzura Drive
Montecito, CA 93108
805-969-1213
laurawyatt@mac.com