

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

Held at Fire District Headquarters, 595 San Ysidro Road, March 23, 2015 at 2:00 p.m.

The meeting was called to order by Director Powell at 2:01 p.m.

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

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

There was no public comment.

- 2. TIME CERTAIN: 2:00 p.m.: Update from Dan Gira of AMEC on progress and timeline of Station 3 Environmental Impact Report.**

Director Sinser stepped down from the dais.

Dan Gira reported that they have worked with staff to address litigation concerns, and pending staff review of AMEC's modifications, it should be distributed in approximately three weeks. There will then be a 45 to 60 day comment period; it will likely take up to 6 months before it can then be certified by the Board.

There was no public comment.

The Board took no action.

- 3. Staff Report on Annual Emergency Notification System Testing Program.**

Chief Hickman reported that one of the recommendations made by Citygate included annual testing of our emergency notification systems. Ms. Jenkins provided an overview of the District's notification systems and explained the proposed annual testing process. The first test will be conducted on June 1, 2015.

In addition to advertising, it was suggested that the testing information be added to the website and presented to the Montecito Association.

Public Comment: Sylvia Easton asked what type of alert will be used in the test. Ms. Jenkins advised that it will likely be a medium alert tone.

The Board took no action.

- 4. Report from the Finance Committee (copy of Agenda for Finance Committee Meeting attached).**

Director Sinsler reviewed the Finance Committee meeting, including District financials, the PARS statement, and Capitol PFG recommendations. Director van Duinwyk added that they discussed the development of a Capital Plan.

a. Consider recommendation to approve District's February 2015 financial statements.

After a review of payments made to the Montecito Firefighters Association, and Price, Postel and Parma, the District's February 2015 financial statements were unanimously approved on a motion by Director Keller, seconded by Director Venable.

There was no public comment.

Director Sinsler asked that full billing statements for Price, Postel and Parma be included in future Finance Committee packets, redacting any confidential information as necessary.

b. Consider all recommendations from Capitol PFG's "Financial Analysis Related to Budgeting and Long-Term Liabilities" report.

Director Van Duinwyk reported that Capitol PFG's recommendations were reviewed thoroughly, and the Finance Committee is working on addressing their suggestions.

The Board discussed the suggestion of development impact fees, including whether or not there is a need, and how they would be established if it was determined to be necessary.

Director Sinsler recommended that progress on addressing Capitol PFG's recommendations be reviewed by the Board every 3-4 months.

There was no public comment.

The Board took no action.

The Board took a recess at 3:06 p.m., and returned at 3:15 p.m.

5. Consider award of contract for Montecito Community Wildfire Protection Plan (CWPP).

Chief Hickman reviewed the process of obtaining requests for proposals for a Community Wildfire Protection Plan (CWPP), and the evaluation process utilized to make the recommendation to select Geo Elements as the contractor.

The Board discussed the difference between an Environmental Review versus a full Environmental Impact Report (EIR).

Public Comment:

Sylvia Easton asked if the higher quote included an EIR. It was explained that the environmental documents (review or full impact report) will be a separate component of the CWPP.

Mary Rose stated that it would be best to have a separate EIR contractor.

On a motion made by Director van Duinwyk, seconded by Director Venable, the Board unanimously approved retaining Geo Elements to complete the Montecito CWPP at an amount not to exceed \$59,200.

6. Consider sending letter to property owners of sites identified in Station 3 Site Identification Study to inquire about property availability.

Chief Hickman explained that some of the Directors were concerned with the Site Selection Study being old, and therefore, he recommended sending a letter asking those property owners previously identified in the study if they would be interested in selling their property for a third station.

The Board discussed sending a letter to all properties as well as only sending a letter to Petan Company and expanding the outreach later if they are not interested.

Public Comment: Sylvia Easton stated that the Board should move quickly, adding that Petan Company could exempt the portion of their property identified for a third station from their current real estate listing.

On a motion made by Director Keller, seconded by Director van Duinwyk, the Board unanimously authorized the Fire Chief to write a letter to all properties identified in the previous site selection study to inquire about their interest in selling. Director van Duinwyk added that the letter should be simple and direct.

The Board took a recess at 4:05 p.m. and returned at 4:10 p.m.

7. Approval of Resolution 2015-02 Authorizing Overtime Pay and Portal to Portal Pay for Employees.

Chief Taylor reviewed the CFAA agreement and explained how it allows for District reimbursement for mutual aid responses.

On a motion made by Director Keller, seconded by Director van Duinwyk, the Board approved Resolution 2015-02 Authorizing Overtime Pay and Portal to Portal Pay for Employees by the following roll call vote:

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

8. Consider request from Director Powell to attend FDAC conference April 8-April 10, 2015 in Napa, CA.

Director Powell stated that he went to this conference last year, and felt that it was very beneficial.

On a motion by Director van Duinwyk, seconded by Director Keller, the Board unanimously authorized Director Powell to attend the FDAC conference April 8-April 10, 2015 in Napa, CA.

9. Approval of Minutes of February 23, 2015 Board Meeting.

On a motion made by Director Sinser, seconded Director van Duinwyk, the Board approved the minutes of the February 23, 2015 Board meeting by the following vote: Directors van Duinwyk, Sinser, Powell, and Venable in favor, Director Keller abstained.

10. Fire Chief's report.

Chief Hickman reported on recent press coverage for the annual hazardous materials drill and the District's neighborhood clean-up program and reviewed some of the recent incidents. He also added that he will be meeting with Director Powell, Chief Taylor and Chief Ederer tomorrow to discuss diversity in the workplace.

The Board took no action.

11. Board of Director's report.

Director Sinser reported that he attended the Montecito Association meeting, where there was an active discussion relating to the community water shortage.

12. Suggestions from Directors for items other than regular agenda items to be included for the April 27, 2015 Regular Board meeting.

- Director Keller asked to continue a discussion on charging development impact fees.
- Director van Duinwyk asked for a follow up on letters sent to property owners for the third station.

The meeting was adjourned at 4:31 p.m.