

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  
April 24, 2017 at 2:00 p.m.

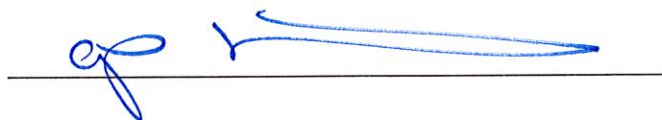
Agenda items may be taken out of the order shown.

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 allotted for this discussion.)
2. TIME CERTAIN: 2:00 Receive presentation from Craig Fechter of Fechter & Company regarding Annual Financial Report for Fiscal Year Ended June 30, 2016.
3. Consider acceptance of Fechter & Company's Annual Financial Report for the Fiscal Year Ended June 30, 2016.
4. Adopt Resolution of Intention to Approve an Amendment to Contract between the Board of Administration of CalPERS and the Board of Directors Montecito Fire Protection District.
5. Discussion item: Update regarding Station 3.
  - a. Consider providing direction to Fire Chief to engage with potential site property owner.
6. Approval of Minutes of the March 27, 2017 Regular Meeting.
7. Fire Chief's report.
8. Board of Director's report.
9. Suggestions from Directors for items other than regular agenda items to be included for the May 22, 2017 Regular Board meeting.

Adjournment

This agenda posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is April 19, 2017.

MONTECITO FIRE PROTECTION DISTRICT



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 #3





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## STAFF REPORT

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**Prepared for:** Montecito Fire Protection District Board of Directors

**Prepared by:** Chief Hickman and Araceli Gil, District Accountant

**Date:** April 19, 2017

**Topic:** Audited Annual Financial Report for June 30, 2016

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### Summary

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The following report provides a brief overview of the District's audited financial statements.

### Discussion

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The District has been working with Fechter & Company ("Fechter") for the last four years, and Craig Fechter has served as the partner on the audit. Mr. Fechter will provide a thorough review of the financials at the Board meeting.

### Management Report

This report consists of required communications for the Board of Directors. If deemed necessary, Fechter would also include comments on internal control weaknesses and suggestions for improvements, but there were no findings to that effect during this audit.

### Independent Auditor's Report (Pg. 1)

In this report, Fechter communicates Management's responsibility for the financial statements, and communicates the Auditor's responsibility and the audit process. In the last paragraph, Fechter renders an unqualified opinion for the financial statements.

### Management's Discussion and Analysis (Pg. 3-9)

The Management's Discussion and Analysis ("MD&A") section of the report is produced internally by Chief Hickman and Araceli Gil. Fechter reviews the MD&A for accuracy, but the information is not part of the audit testing.



**MONTECITO  
FIRE PROTECTION DISTRICT**

**MANAGEMENT REPORT**

**FOR THE YEAR ENDED JUNE 30, 2016**

**MONTECITO FIRE PROTECTION DISTRICT**

Management Report  
For the Year Ended June 30, 2016

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Craig R. Fechter, CPA, MST  
Scott A. German, CPA

Board of Directors of the  
Montecito Fire Protection District  
Santa Barbara, California

In planning and performing our audit of the financial statements of the Montecito Fire Protection District for the year ended June 30, 2016, we considered the District's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on the internal control structure.

Our consideration of internal control would not necessarily disclose all matters in the internal control that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce, to a relatively low level, the risk that errors or irregularities in amounts that would be material in relation to the basic financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

We will review the status of these comments during our next audit engagement. We will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations. We thank the District's staff for its cooperation on this audit.

Fechter & Company,  
Certified Public Accountants

A handwritten signature in black ink that reads 'Fechter &amp; Company, CPAs'.

March 3, 2017  
Sacramento, California

**MONTECITO FIRE PROTECTION DISTRICT**  
**Required Communications**  
**For the Year Ended June 30, 2016**

**The Auditor's Responsibility under U.S. Generally Accepted Auditing Standards**

As stated in our engagement letter dated September 23, 2016, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute assurance that the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting.

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit.

**Significant Accounting Policies**

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the District during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

**Internal Control Related Matters**

In any smaller entity, whether private enterprise or a governmental agency, the lack of segregation of duties can present potential issues in regards to the perpetuation and concealment of fraud. Even with a perfect segregation of duties frauds can be perpetuated and concealed. The District can perform some specific control procedures to help reduce the risk of fraud, however. Some of the controls would include:

- Having someone independent of the bank reconciliation function review the bank statements on a monthly basis.
- Examining financial statements on a monthly basis at the management and department levels.
- Examining a budget to actual report on a frequent basis.

## MONTECITO FIRE PROTECTION DISTRICT

### Required Communications For the Year Ended June 30, 2016

- Comparing the financial statements on a detailed level to the prior year on a frequent basis.
- Having someone independent of the payroll process review payroll on a bi-weekly basis, checking for accuracy of pay rates, paid time off recorded, etc.
- Verifying that a second person is approving all disbursement activity and that an individual independent of the accounting function is signing checks and asking questions about invoices presented for payment.
- Frequently displaying “professional skepticism” when considering staff responses on District finances.

California Government Code Section 12422.5 requires the State Controller’s office to develop internal control guidelines applicable to each local agency by January 1, 2015. The intent of the legislation is to assist local agencies in establishing a system of internal control to safeguard assets and prevent and detect financial errors and fraud. To this end, the State Controller’s Office has produced a draft of control guidelines for local Agencies. As the District contemplates changes to its system of internal control, we advise in utilizing these guidelines when developing internal procedures to assist with your internal control processes.

The State Controller’s office has defined internal controls into five components that work together in an integrated framework. Their guidelines were adopted from the definitions and descriptions contained in *Internal Control – Integrated Framework*, published by the Committee of Sponsoring Organizations of the Treadway Commission (COSO). The components are:

- Control Environment
- Risk Assessment
- Control Activities
- Information and Communication
- Monitoring Activities

*Control environment* is the set of standards, processes, and structures that provided the basis for carrying out internal control across the entity. The governing board and management establish the “tone at the top” regarding the importance of internal control, including expected standards of conduct which then cascade down through the various levels of the organization and have a strong effect on the overall system of internal control.

A District’s *Risk Assessment* process includes how management identifies risks (including fraud risk) relevant to the preparation and fair presentation of the financial statements in accordance with the District’s applicable financial reporting framework. In addition, this would also involve areas of business and operational risk which could potentially affect the District’s finances on a go-forward basis.

The District’s risk assessment process is an extremely important activity the board and management should undertake. Every organization, public or private, faces business risks on a day to day basis. Identifying those risks and then acting on them in a timely manner may prevent future problems from becoming completely unmanageable.

**MONTECITO FIRE PROTECTION DISTRICT**  
**Required Communications**  
**For the Year Ended June 30, 2016**

Management should consistently attempt to identify risks that exist and then present those risks to the board for action. It is impossible for us to identify every potential risk that exists but either way, it is a responsibility of management and the board to proactively identify risks that could adversely affect the District's operations.

*Control Activities* are in reference to establishing policies and procedures that achieve management directives and respond to identified risks in the internal control system. These are specific procedures designed to perform a secondary review of internal processes that will allow for segregation of duties and a management level review of processed transactions.

*Information and Communication* are the District's methods of identifying what information is relevant to present to management and the board to assist the District in making the correct decisions. It also is in reference to the District's internal processes of gathering and summarizing that information.

*Monitoring* involves evaluating the effectiveness of controls on an on-going basis and taking remedial actions when necessary when identified by the other control procedures in place. On-going monitoring activities often are built into the normal recurring activities of a local government and include regular management and supervisory activities.

There is no catch-all for finding all instances of fraud within any entity, whether public or private. One of the key factors in helping prevent fraud is to encourage ethical behavior at all levels of the organization, i.e., "tone at the top". Another key would be to note instances of abnormal behavior of finance or accounting staff when questioned about District financial matters.

The District should remember that they have outside resources available in the case of fraud – they are able to contact the District auditor, their attorney, or the county auditor-controller should anyone feel there is a chance of fraud or abuse.

### **Accounting Estimates**

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate(s) affecting the financial statements were:

- Accrual and disclosure of compensated absences
- Capital asset lives and depreciation expense
- Actuarial study to estimate the annual required contribution of pension plan
- Actuarial study to estimate annual required contribution for post-employment benefits
- Actuarial study to determine the net pension liability

**MONTECITO FIRE PROTECTION DISTRICT**  
**Required Communications**  
**For the Year Ended June 30, 2016**

**Audit Adjustments**

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on the District's financial reporting process (that is, cause future financial statements to be materially misstated). The following audit adjustments, in our judgment, indicate matters that could have a significant effect on the District's financial reporting process:

- Posting of all GASB 34 entries on behalf of the District
- Posting of all GASB 68 entries on behalf of the District

**Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

**Consultations with Other Independent Auditors**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

**Issues Discussed Prior to Retention of Independent Auditors**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

**Difficulties Encountered in Performing the Audit**

We encountered no significant difficulties in dealing with management in performing our audit.

**MONTECITO FIRE  
PROTECTION DISTRICT**

**ANNUAL FINANCIAL REPORT  
WITH  
INDEPENDENT AUDITOR'S REPORT THEREON  
FOR THE FISCAL YEAR ENDED  
JUNE 30, 2016**

**MONTECITO FIRE PROTECTION DISTRICT**

Annual Financial Report  
For the Fiscal Year Ended June 30, 2016

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## **INDEPENDENT AUDITOR'S REPORT**

To the Board of Directors  
of the Montecito Fire Protection District  
Santa Barbara, California

We have audited the accompanying financial statements of the governmental activities of each major fund of the Montecito Fire Protection District (the District) as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Montecito Fire Protection District as of June 30, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.



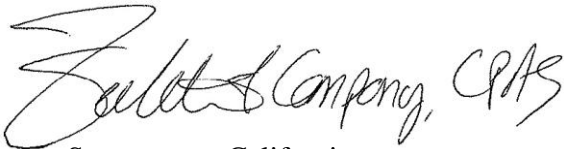
To the Board of Directors  
of the Montecito Fire Protection District  
Santa Barbara, California

**Other Matters**

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion & Analysis, post-employment benefits, budgetary comparison, and pension information on pages 3-9 and 33-36, respectively, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Fechter & Company,  
Certified Public Accountants

A handwritten signature in cursive script that reads "Fechter & Company, CPAs". The signature is written in dark ink and is positioned to the left of the printed name and address.

Sacramento, California  
March 3, 2017

**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**

# MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis (Unaudited)  
June 30, 2016

The purpose of the Management's Discussion and Analysis (MD&A) is to provide an overview of the District's financial condition and to highlight important changes and activities with fiscal implications that occurred during the year ended June 30, 2016. Please read it in conjunction with the District's basic financial statements and required supplementary information, which follow this section.

## **Discussion of Basic Financial Statements**

This discussion and analysis provides an introduction and a brief discussion of the District's basic financial statements, including the relationship of the statements to each other and the significant differences in the information they provide. Special purpose governments engaged in a single government program can combine the fund financial statements and the government-wide statements using a columnar format. This format reconciles individual line items of fund financial data to government-wide data in a separate column on the face of the financial statements rather than at the bottom of the statements or in an accompanying schedule.

The District's financial statements include three components:

1. Statement of Net Position and Governmental Funds Balance Sheet
2. Statement of Activities and Governmental Revenues, Expenditures, and Changes in Fund Balances
3. Notes to the Basic Financial Statements

The Statement of Net Position and Governmental Funds Balance Sheet provide the basis for evaluating the District's capital structure, liquidity, and financial flexibility. The Statement of Activities and Governmental Revenues, Expenditures, and Changes in Fund Balances presents information that shows how the District's fund balances and net position changed during the year. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private sector companies. All of the current year's revenues and expenses are taken into account regardless of when the cash is received or paid.

The Notes to the Basic Financial Statements provide a description of the accounting policies used to prepare the financial statements and present material disclosures required by generally accepted accounting principles that are not otherwise present in the financial statements. In addition to the basic financial statements, this report also presents other required supplementary information.

**MONTECITO FIRE PROTECTION DISTRICT**

Management’s Discussion and Analysis (Unaudited)  
June 30, 2016

**Government-wide Financial Analysis**

In accordance with Governmental Accounting Standards Board Statement No. 34 (GASB 34), the following is an analysis of the District’s net position and changes in net position.

**Table 1 – Montecito Fire Protection District Net Position**

	<u>2016</u>	<u>2015</u>	<u>Dollar Change</u>	<u>Percent Change</u>
<b>Assets:</b>				
Current and other assets	\$ 20,057,563	\$ 17,151,241	\$ 2,906,322	16.9%
Capital assets	9,878,694	9,890,312	(11,618)	-0.1%
Total assets	<u>\$ 29,936,257</u>	<u>\$ 27,041,553</u>	<u>\$ 2,894,704</u>	10.7%
<b>Liabilities:</b>				
Current and other liabilities	\$ 2,193,839	\$ 4,948,676	\$ 2,754,837	55.7%
Long-term liabilities	12,961,244	15,087,582	2,126,338	14.1%
Total liabilities	<u>15,155,083</u>	<u>20,036,258</u>	<u>4,881,175</u>	24.4%
<b>Net Position:</b>				
Invested in capital assets	9,878,694	9,890,312	(11,618)	-0.1%
Unrestricted	4,902,480	(2,885,017)	7,787,497	269.9%
Total net position	<u>\$ 14,781,174</u>	<u>\$ 7,005,295</u>	<u>\$ 7,775,879</u>	111.0%

Total assets increased \$2,894,704, or 10.7%, when compared to the prior year. The change in current and other assets is primarily a result of an increase in the OPEB asset of over \$2.7 million, and an increase in the deferred outflows of resources of \$862,855, with a decrease in cash and investments of \$912,000. Table 3 provides more detail on changes to capital assets.

Total liabilities decreased by \$4,881,175, or 24.4%. The change in liabilities is primarily a result of a decrease in the deferred inflows of resources of over \$2.6 million, and a decrease in the net pension liability of over \$1.6 million. Additionally, the pension obligation bond is nearing final payment in 2018, and the current and long-term portions of the bond decreased a total of \$740,996 from the prior year.

Net position over time is a useful indicator of a government’s financial position. For Montecito Fire Protection District, assets exceed liabilities by \$14,781,174 at the close of the current fiscal year. The increase of \$7,775,879, when compared to the prior year, is the amount by which fund revenues exceed expenditures in the current fiscal year (See Table 2 on page 5).

Unrestricted net position in the amount of \$4,902,480 is available to meet the District’s ongoing obligations to citizens and creditors. Unrestricted net position increased \$7,787,497 or 269.9%, when compared to prior year.

## MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis (Unaudited)  
June 30, 2016

**Table 2 – Montecito Fire Protection District Change in Net Position**

	2016	2015	Dollar Change	Percent Change
<b>Revenues:</b>				
Property taxes	\$ 15,516,984	\$ 14,746,643	\$ 770,341	5.2%
Investment income	89,172	67,411	21,761	32.3%
Rental income	52,260	49,486	2,774	5.6%
Intergovernmental	1,824,564	962,912	861,652	89.5%
Miscellaneous	39,955	706	39,249	5559%
Total revenues	<u>17,522,935</u>	<u>15,827,158</u>	<u>1,695,777</u>	10.7%
<b>Expenses:</b>				
Salaries and benefits	7,686,950	11,665,828	3,978,878	34.1%
Services and supplies	1,535,261	1,302,207	(233,054)	-17.9%
Contribution to other agencies	25,000	-	(25,000)	100%
Other expenditures/interest	47,993	80,725	32,732	40.5%
Depreciation	451,852	419,545	(32,307)	-7.7%
Total expenses	<u>9,747,056</u>	<u>13,468,305</u>	<u>3,721,249</u>	27.6%
Change in net position	7,775,879	2,358,853	5,417,026	230%
Net Position – Beginning	<u>7,005,295</u>	<u>20,964,854</u>	<u>(13,959,559)</u>	-66.6%
Prior Period Adjustment	<u>-</u>	<u>(16,318,412)</u>	<u>16,318,412</u>	-100%
Net Position – Ending	<u>\$ 14,781,174</u>	<u>\$ 7,005,295</u>	<u>\$ 7,790,572</u>	111%

The District's total revenues increased by \$1,695,777, or 10.7%, in the current fiscal year. The total increase is primarily attributed to the following factors:

- Property tax revenue increased by \$770,341, or 5.2%, primarily due to property value appreciation and increased construction within the District.
- Intergovernmental revenue increased by \$861,652, or 89.5%, due to more reimbursable fire activity than in the prior year.
- The increase in miscellaneous revenue is primarily due to the receipt of \$32,214 for malfunctioning portable radios returned to the vendor.
- The increase in investment income is primarily due to fair value adjustments that are recorded by the County of Santa Barbara.

The District's total expenses decreased by \$3,721,249, or 27.6%, in the current fiscal year. The total change is primarily due to a decrease in salaries and benefits of \$3,978,878.

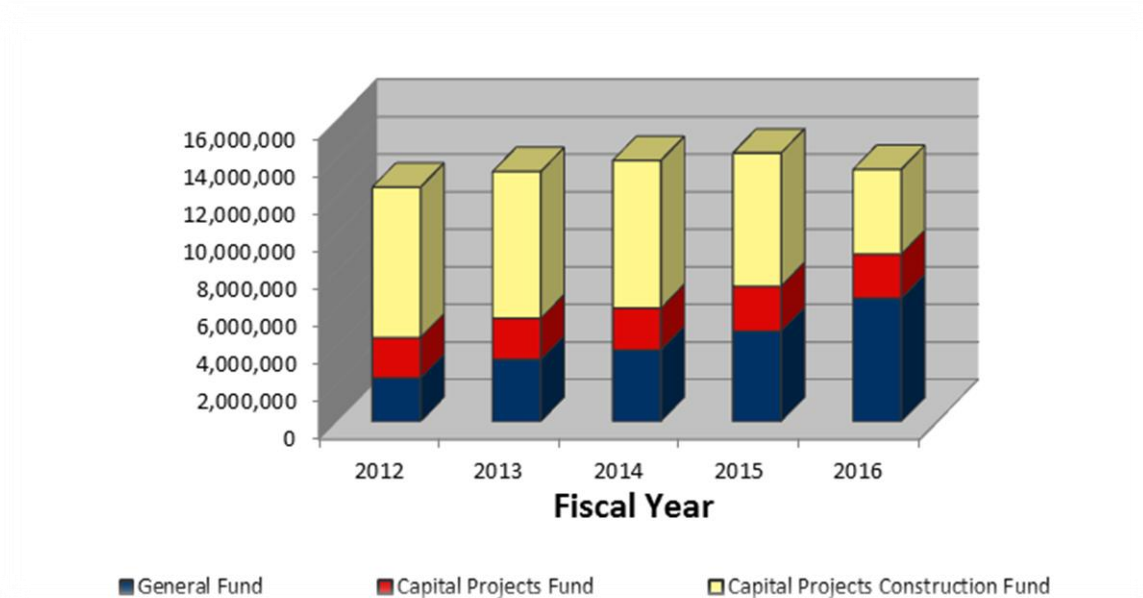
# MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis (Unaudited)  
June 30, 2016

## Analysis of Fund Balances of Individual Funds

The chart below displays the fiscal year end (2012 to 2016) fund balances for the District's General Fund, Capital Projects Fund, and Capital Projects Construction Fund.

**Fund Balances – 5 Year Trend**



Total fund balance has increased over the four years from fiscal year 2012 to 2015, with a slight decrease in 2016. The General Fund balance includes \$1,200,000 committed to contingencies. The Pension Obligation Fund (not included above) was established in the fiscal year ended 2012. The fund accounts for the accumulation of resources that are committed for the payment of principal and interest on the District's pension obligation bonds. The fund balance was \$198 and \$180 at June 30, 2016 and June 30, 2015, respectively.

## **Analysis of Revenues, Expenditures, and Fund Balance for Combined Governmental Funds**

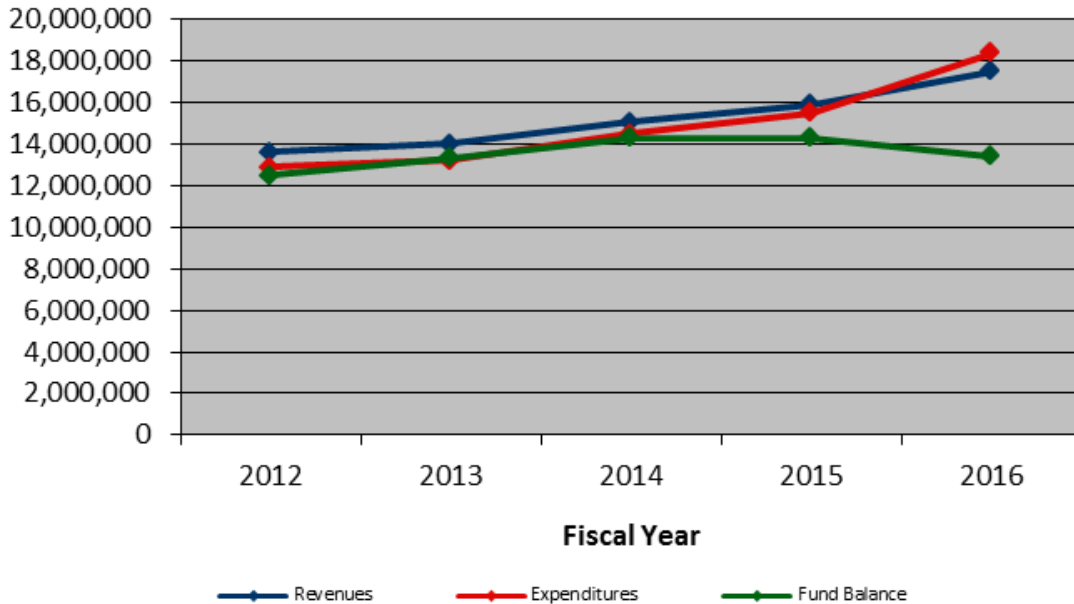
The following chart displays the District's revenues, expenditures, and ending "Memorandum Only" fund balance totals for the same five-year period. Since fiscal year ended 2012 through 2015, revenue has exceeded expenditures and fund balance has steadily increased. In fiscal year 2016, the slight decrease in fund balance in the Capital Projects Construction Fund is due to a transfer to the General Fund of over \$2.4 million. The funds were used to make an additional contribution to the District's PARS OPEB Trust. Over \$1.6 million is scheduled for transfer from the General Fund to the Capital Projects Construction Fund over the next two fiscal years.

After slight decreases in revenue from \$13.9 in the fiscal year ended 2011 to \$13.6 million in the fiscal year ended 2012, revenue has steadily increased to \$17.5 million in 2016. Total combined expenditures have increased each fiscal year.

# MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis (Unaudited)  
June 30, 2016

## Revenues, Expenditures & Fund Balance - 5 Year Trend



### Analysis of Significant Variations Between Original and Final Budget and Actual Results for the General Fund

The Board of Directors adopted the District's 2015-16 fiscal year operating budget in September of 2015 on a modified accrual basis. As adopted for the General Fund, budgeted revenues totaled \$16,041,620, while projected expenditures totaled \$17,434,815. Operating transfers in from the Capital Construction Fund totaled \$2,459,473, while operating transfers to the Capital Projects Fund and Pension Obligation Fund totaled \$1,065,530. The overall General Fund budget resulted in projected balanced spending.

The District formally amended its originally adopted budget in June of 2016. As amended for the General Fund, revised budgeted revenues increased by \$992,000 to \$17,033,620 while projected expenditures increased by \$992,000 to \$18,426,815, and operating transfers remained unchanged. The revised budget had no net effect on fund balance due to the increase in budgeted revenues matching the increase in budgeted expenditures.

Actual revenues for the year were \$441,912 higher and actual expenditures were \$1,304,521 lower than the final amended budget on a modified accrual basis. Refer to the required supplementary information on page 33 for the Budget Comparison Schedule.

# MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis (Unaudited)  
June 30, 2016

## Capital Assets and Debt Administration

### Capital Assets

The District's investment in capital assets for its governmental activities as of June 30, 2016, amounted to \$9,878,694 (net of accumulated depreciation). This investment in capital assets includes land, a land easement, construction in progress, structures, improvements, and equipment.

Capital assets for the governmental activities are presented below to illustrate changes from the prior year:

**Table 3 – Montecito Fire Protection District Capital Assets**

	2016	2015	Dollar Change	Percent Change
Land	\$ 2,577,530	\$ 2,577,530	\$ -	-
Land easement	122,308	122,308	-	-
Construction in progress	514,324	462,185	52,139	11.28%
Structures & improvements	7,456,991	7,408,662	48,329	0.65%
Equipment	4,425,359	4,085,593	339,766	8.32%
Total cost	15,096,512	14,656,278	440,234	3.00%
Less: accumulated depreciation	(5,217,818)	(4,765,966)	(451,852)	9.48%
Total capital assets, net	\$ 9,878,694	\$ 9,890,312	\$ (11,618)	-0.12%

Significant capital asset activity during fiscal year 2015-16 includes the following:

- The District placed in service a Battalion Chief vehicle purchased for \$70,000, a Type 6 Patrol vehicle purchased for \$165,000, and a Fire Marshal vehicle purchased for \$55,000.
- The District placed in service additional operational equipment totaling approximately \$37,000.
- The District continued progress towards the Station 3 project, resulting in an increase to Construction in Progress of \$52,139.
- The District replaced thirteen fire hydrants totaling \$48,000.
- The District recognized \$451,852 in depreciation expense.



## **MONTECITO FIRE PROTECTION DISTRICT**

Management's Discussion and Analysis (Unaudited)

June 30, 2016

### **Long-term debt**

In May of 2011, the District authorized the issuance and sale of Taxable Pension Obligation Bonds (POB) with a principal amount of \$3,520,000. Proceeds of the sale were used to extinguish an existing "side fund" pension obligation with California Public Employees Retirement System (CalPERS). The bonds were issued at a 4.52% interest rate on the basis of a 360-day year over a seven-year period terminating on May 26, 2018. The District made bond principal payments totaling \$740,996 and interest payments totaling \$51,573 during the year ended June 30, 2016. The total outstanding debt at June 30, 2015 was \$580,008.

The deferred bond issuance charges are being amortized over the life of the debt. There were no charges recorded in the prior year.

### **Contacting the District Management**

This financial report is designed to provide citizens, taxpayers, and creditors with a general overview of the District's finances and to show the District's accountability for the revenue received. If you have any questions regarding this report or need additional financial information, please contact the District at 595 San Ysidro Road, Santa Barbara, California 93108.

## **BASIC FINANCIAL STATEMENTS**

**MONTECITO FIRE PROTECTION DISTRICT**  
**STATEMENT OF NET POSITION AND GOVERNMENTAL FUNDS BALANCE SHEET**  
**JUNE 30, 2016**

	<u>General Fund</u>	<u>Pension Obligation Fund</u>	<u>Capital Project Fund</u>	<u>Capital Projects Construction Fund</u>
<b>Assets:</b>				
Cash and investments	\$ 6,672,121	\$ 198	\$ 2,377,689	\$ 4,539,218
Accounts receivable	348,295	-	-	-
Interest receivable	10,995	-	3,107	6,613
OPEB asset	-	-	-	-
Deferred bond issuance charge, net	-	-	-	-
Land	-	-	-	-
Construction in progress	-	-	-	-
Land easement	-	-	-	-
Other capital assets, net	-	-	-	-
Total Assets	<u>\$ 7,031,411</u>	<u>\$ 198</u>	<u>\$ 2,380,796</u>	<u>\$ 4,545,831</u>

**DEFERRED OUTFLOWS OF  
RESOURCES (NOTE 11)**

**Liabilities:**

Accounts payable	\$ 130,193	\$ -	\$ 27,541	\$ 32,286
Salaries and benefits payable	337,000	-	-	-
Accrued interest - current portion	-	-	-	-
Pension obligation bonds - current	-	-	-	-
Long-term liabilities:				
Net Pension liability				
Compensated absences	-	-	-	-
Pension obligation bonds	-	-	-	-
Total Liabilities	<u>\$ 467,193</u>	<u>\$ -</u>	<u>\$ 27,541</u>	<u>\$ 32,286</u>

**Fund Balances/Net Position:**

**Fund Balances:**

Nonspendable	-	-	-	-
Committed	-	-	-	-
Assigned	1,200,000	-	-	-
Unassigned	5,364,218	198	2,353,255	4,513,545
Total Fund Balances	<u>6,564,218</u>	<u>198</u>	<u>2,353,255</u>	<u>4,513,545</u>
Total Liabilities, Fund Balances	<u>\$ 7,031,411</u>	<u>\$ 198</u>	<u>\$ 2,380,796</u>	<u>\$ 4,545,831</u>

**DEFERRED INFLOWS OF RESOURCES (NOTE 11)**

**Net Position:**

Invested in capital assets
Unrestricted
Total Net Position

**MONTECITO FIRE PROTECTION DISTRICT**  
**STATEMENT OF NET POSITION AND GOVERNMENTAL FUNDS BALANCE SHEET (continued)**  
**JUNE 30, 2016**

<u>Total Memorandum Only</u>	<u>Adjustments</u>	<u>Statement of Net Position</u>	
			<b>Assets:</b>
\$ 13,589,226	\$ -	\$ 13,589,226	Cash and investments
348,295	-	348,295	Accounts receivable
20,715	-	20,715	Interest receivable
-	3,997,047	3,997,047	OPEB asset
-	47,145	47,145	Deferred bond issuance charge, net
-	2,577,530	2,577,530	Land
-	514,324	514,324	Construction in progress
-	122,308	122,308	Land easement
-	6,664,532	6,664,532	Other capital assets, net
<u>\$ 13,958,236</u>	<u>\$ 13,922,886</u>	<u>\$ 27,881,122</u>	Total Assets
			<b>DEFERRED OUTFLOWS OF RESOURCES (NOTE 11)</b>
-	\$ 2,055,135	\$ 2,055,135	
			<b>Liabilities:</b>
\$ 190,020	\$ -	\$ 190,020	Accounts payable
337,000	-	337,000	Salaries and benefits payable
-	12,028	12,028	Accrued interest - current portion
-	435,000	435,000	Pension obligation bonds - current
			Long-term liabilities:
-	11,522,916	11,522,916	Net Pension liability
-	1,293,320	1,293,320	Compensated absences
-	145,008	145,008	Pension obligation bonds
<u>\$ 527,020</u>	<u>\$ 13,408,272</u>	<u>\$ 13,935,292</u>	Total Liabilities
			<b>Fund Balances/Net Position:</b>
			<b>Fund Balances:</b>
-	-	-	Nonspendable
-	-	-	Committed
1,200,000	(1,200,000)	-	Assigned
12,231,216	(12,231,216)	-	Unassigned
<u>13,431,216</u>	<u>(13,431,216)</u>	<u>-</u>	Total Fund Balances
<u>\$ 13,958,236</u>			Total Liabilities, Fund Balances
	<u>1,219,791</u>	<u>1,219,791</u>	<b>DEFERRED INFLOWS OF RESOURCES</b>
			<b>Net Position:</b>
	9,878,694	9,878,694	Invested in capital assets
	4,902,480	4,902,480	Unrestricted
	<u>\$ 14,781,174</u>	<u>\$ 14,781,174</u>	Total Net Position

**MONTECITO FIRE PROTECTION DISTRICT**  
**STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUNDS REVENUES,**  
**EXPENDITURES, AND CHANGES IN FUND BALANCES**  
**FOR THE YEAR ENDED JUNE 30, 2016**

	<u>General Fund</u>	<u>Pension Obligation Fund</u>	<u>Capital Project Fund</u>	<u>Capital Projects Construction Fund</u>
<b>Revenues:</b>				
Property taxes	\$ 15,516,984	\$ -	\$ -	\$ -
Investment income	41,769	17	15,266	32,120
Rental income	52,260	-	-	-
Intergovernmental	1,824,564	-	-	-
Miscellaneous	39,955	-	-	-
Total Revenues	<u>17,475,532</u>	<u>17</u>	<u>15,266</u>	<u>32,120</u>
<b>Expenditures:</b>				
Salaries and benefits	15,599,529	-	-	-
Services and supplies	1,412,572	2,960	19,116	100,613
Contribution to other agencies	25,000	-	-	-
Debt service:				
Principal	-	740,996	-	-
Interest	-	51,573	-	-
Bond issuance cost amortization	-	-	-	-
Depreciation	-	-	-	-
Capital outlay	85,193	-	302,902	52,139
Total Expenditures/Expenses	<u>17,122,294</u>	<u>795,529</u>	<u>322,018</u>	<u>152,752</u>
Excess (deficiency) of revenues over (under) expenditures	353,238	(795,512)	(306,752)	(120,632)
<b>Other Financing Sources (Uses):</b>				
Transfers in	2,459,473	795,530	270,000	-
Transfers out	(1,065,530)	-	-	(2,459,473)
Total other financing sources (uses)	<u>1,393,943</u>	<u>795,530</u>	<u>270,000</u>	<u>(2,459,473)</u>
Net change in fund balances	1,747,181	18	(36,752)	(2,580,105)
Change in net position				
<b>Fund Balances/Net Position - Beginning</b>	<u>4,817,037</u>	<u>180</u>	<u>2,390,007</u>	<u>7,093,650</u>
<b>Fund Balances/Net Position - Ending</b>	<u>\$ 6,564,218</u>	<u>\$ 198</u>	<u>\$2,353,255</u>	<u>\$ 4,513,545</u>

**MONTECITO FIRE PROTECTION DISTRICT**  
**STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUNDS REVENUES,**  
**EXPENDITURES, AND CHANGES IN FUND BALANCES**  
**FOR THE YEAR ENDED JUNE 30, 2016**

<u>Total Memorandum Only</u>	<u>Adjustments</u>	<u>Statement of Activities</u>	
			<b>Revenues:</b>
\$ 15,516,984	\$ -	\$15,516,984	Property taxes
89,172	-	89,172	Investment income
52,260	-	52,260	Rental income
1,824,564	-	1,824,564	Intergovernmental
39,955	-	39,955	Miscellaneous
<u>17,522,935</u>	<u>-</u>	<u>17,522,935</u>	Total Revenues
			<b>Expenditures:</b>
15,599,529	(7,912,579)	7,686,950	Salaries and benefits
1,535,261	-	1,535,261	Services and supplies
25,000	-	25,000	Contribution to other agencies
			Debt service:
740,996	(740,996)	-	Principal
51,573	(15,366)	36,207	Interest
-	11,786	11,786	Bond issuance cost amortization
-	451,852	451,852	Depreciation
440,234	(440,234)	-	Capital outlay
<u>18,392,593</u>	<u>(8,645,537)</u>	<u>9,747,056</u>	Total Expenditures/Expenses
			Excess (deficiency) of revenues over (under) expenditures
(869,658)	8,645,537	7,775,879	
			<b>Other Financing Sources (Uses):</b>
3,525,003	(3,525,003)	-	Transfers in
(3,525,003)	3,525,003	-	Transfers out
<u>-</u>	<u>-</u>	<u>-</u>	Total other financing sources (uses)
(869,658)	869,658	-	Net change in fund balances
	<u>7,775,879</u>	<u>7,775,879</u>	Change in net position
<u>14,300,874</u>	<u>(7,295,579)</u>	<u>7,005,295</u>	<b>Fund Balances/Net Position - Beginning</b>
<u>\$ 13,431,216</u>	<u>\$ 480,300</u>	<u>\$14,781,174</u>	<b>Fund Balances/Net Position - Ending</b>

**NOTES TO THE BASIC FINANCIAL STATEMENTS**

# MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements  
June 30, 2016

## NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### **Reporting Entity**

The Montecito Fire Protection District (the District) is an independent division of local government, authorized by California Health and Safety Code Sections 13800-13970. The District is governed by a five member Board of Directors elected to serve four year terms. These financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. There are no component units included in this report that meet the criteria of a blended or discretely presented component unit as set forth by the Governmental Accounting Standards Board (GASB), which is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

### **Government-Wide – Basis of Presentation, Measurement Focus, and Basis of Accounting**

GASB Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments* (GASB 34), was issued to improve governmental financial reporting for citizens, district representatives, and creditors involved in the lending process. GASB 34 requires that a government entity present in its basic external financial statements both government-wide financial statements and fund financial statements, excluding fiduciary funds. Governments engaged in a single government program may combine their fund financial statement with their government-wide statements by using a columnar format that reconciles individual line items of fund financial data to government-wide data in a separate column.

GAAP requires that the government-wide financial statements be reported using the economic resources measurement focus and the accrual basis of accounting. In comparison, governmental funds employ the current financial resources measurement focus and the modified accrual basis of accounting. The economic resources measurement focus aims to report all inflows, outflows, and balances affecting or reflecting an entity's net position. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when incurred for activities related to exchange and exchange-like activities. In addition, long-lived assets (such as buildings and equipment) are capitalized and depreciated over their estimated economic lives.

### **Funds – Basis of Presentation, Measurement Focus, and Basis of Accounting**

The accounts of the District are organized on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. The District uses the governmental fund category.



# MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements  
June 30, 2016

## NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

### Funds – Basis of Presentation, Measurement Focus, and Basis of Accounting - continued

**Governmental Funds** are used to account for the District’s general government activities. Governmental funds use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e. when they are “measurable and available”). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The District considers all revenues available if they are collected within 60 days after fiscal year-end. Expenditures are recorded when the related fund liability is incurred, except for certain compensated absences and claims and judgments, which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

Property taxes and interest associated with the current fiscal year are all considered to be susceptible to accrual and so have been recognized as revenue of the current fiscal year. Other receipts and taxes are determined to be both measurable and available when cash is received by the District and are recognized as revenue at that time.

Secured property taxes are levied in September of each year based upon the assessed valuation as of the previous January 1 (lien date). They are payable in two equal installments due on November 1 and February 1, and are considered delinquent with penalties after December 10 and April 10, respectively.

Unsecured property taxes are due on the January 1 lien date and become delinquent with penalties after August 31. All property taxes are billed and collected by the County of Santa Barbara (the County) and remitted to the District.

The District maintains the following governmental fund types:

The **General Fund** is the District’s operating fund. It accounts for all the financial resources and the legally authorized activities of the District except those required to be accounted for in another fund.

The **Pension Obligation Fund** accounts for the accumulation of resources that are committed for the payment of principal and interest on the District’s pension obligation bonds (Note 5).

The **Capital Projects Fund** accounts for the acquisition of capital assets not being financed by the General Fund.

# MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements  
June 30, 2016

## NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

### **Funds – Basis of Presentation, Measurement Focus, and Basis of Accounting - continued**

The *Capital Projects Construction Fund* accounts for the construction of major capital projects not being financed by the General Fund, such as the acquisition of land for the development of a new fire station.

### **Investments**

The District maintains substantially all its cash in the Santa Barbara County Treasurer's cash management investment pool (the pool).

State statutes and the County's investment policy authorize the County Treasurer to invest in U.S. Treasury and U.S. Government agency securities; state and/or local agency bonds, notes, warrants, or certificates of indebtedness; bankers' acceptances; commercial paper; corporate bonds and notes; negotiable certificates of deposit; repurchase agreements; reverse repurchase agreements; securities lending; bank deposits; money market mutual funds; State of California Local Agency Investment Fund (LAIF); and the investment pools managed by a Joint Powers Authority. Interest earned on pooled investments is apportioned quarterly into participating funds based upon each fund's average daily deposit balance. Any investment gains or losses are proportionately shared by all funds in the pool.

Investments held by the County Treasurer are stated at fair value. The fair value of pooled investments is determined quarterly and is based on current market prices received from the securities custodian. The fair value of participants' position in the pool is the same as the value of the pool shares. The method used to determine the value of participants' equity withdrawn is based on the book value of the participants' percentage participation at the date of such withdrawal.

The pool's disclosures related to cash and investments, including those disclosures regarding custodial credit risk, are included in the County's Comprehensive Annual Financial Report. A copy may be obtained online from the Auditor-Controller section of the County's website.

### **Receivables**

Receivables are recorded in the District's Statement of Net Position and Governmental Funds Balance Sheet net of any allowance for uncollectible. All receivables are deemed to be collectible at June 30, 2016, and, as such, the District has no allowance for uncollectible accounts for these receivables.

# MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements  
June 30, 2016

## NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

### Capital Assets

Capital assets are recorded in the District's Statement of Net Position and Governmental Funds Balance Sheet in the Statement of Net Position column at cost if purchased or constructed. Donated capital assets are recorded at the estimated fair market value at the date of donation. The costs of normal maintenance that do not add to the value of the asset or materially extend assets' lives are expensed as incurred. The District's capitalization threshold is \$5,000. Capital assets are depreciated at cost using the straight-line method over the following estimated useful lives:

- |  |          |
|--|----------|
| • Small equipment, medium equipment, and computers | 5 years  |
| • Vehicles, trucks, and large equipment            | 10 years |
| • Fire trucks, building and land improvements      | 20 years |
| • Buildings  | 50 years |

### Compensated Absences

The District's policy permits employees to accumulate earned but unused holiday and vacation leave benefits. There is no liability for unpaid accumulated sick leave since the District does not have a policy to pay any amounts when employees separate from service with the District. All vacation pay and holiday pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements prior to year-end and paid by the District subsequent to year-end.

### Deferred Compensation Plan

The District offers a deferred compensation plan to its employees. The District has adopted provisions of GASB Statement No. 32, *Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans* (GASB 32), which establishes financial accounting and reporting standards based on current amendments to the provisions of Internal Revenue Code (IRC) Section 457. Under IRC 457, plan assets are not owned by the governmental entity, and as a result, governmental entities are required to remove plan assets and plan liabilities from their financial statements.

The District has no administrative involvement, does not perform the investing function, and has no fiduciary accountability for the plan. Thus, in accordance with GASB 32, the plan assets and any related liability to plan participants have been excluded from the District's financial statements.

# MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements  
June 30, 2016

## NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

### Other Post Employment Benefits

GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions* (GASB 45), addresses how governmental entities should account for and report their costs and obligations related to postemployment benefits, or OPEB. The District offers postretirement medical, dental, and vision benefits. The statement generally requires that employers account for and report the annual cost of OPEB and the outstanding obligations and commitments related to OPEB in essentially the same manner as they currently do for pensions. Annual OPEB cost for most employers will be based on actuarially determined amounts that, if paid on an ongoing basis, generally would provide sufficient resources to pay benefits as they come due. The District has implemented the requirements of GASB 45 on a prospective basis.

GASB 45 also establishes disclosure requirements for information about the plans in which an employer participates, the funding policy followed, the actuarial valuation process and assumptions, and, for certain employers, the extent to which the plan has been funded over time.

### Fund Equity

In February 2009, the GASB issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which establishes accounting and financial reporting standards for all governments that report governmental funds.

Under GASB 54, fund balance for governmental funds should be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Fund balances are now broken out in five categories:

- *Nonspendable fund balance* – amounts that cannot be spent because they are either (a) not spendable in form or (b) legally or contractually required to be maintained intact.
- *Committed fund balance* – amounts that can only be used for specific purposes determined by formal action of the District's highest level of decision-making authority and that remain binding unless removed in the same manner. The underlying action that imposed the limitation needs to occur no later than the close of the reporting period. The committed fund balance in the General Fund of \$1,200,000 represents funds committed for contingencies.
- *Restricted fund balance* - This fund balance classification should be reported when there are constraints placed on the use of resources externally (by creditors, grant sources, contributors, etc.) or imposed by law or enabling legislation.

# MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements  
June 30, 2016

## NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

### **Fund Equity - continued**

- *Assigned fund balance* – amounts that are constrained by the District’s intent to be used for specific purposes. The intent can be established at either the highest level of decision-making or by a body or an official designated for that purpose. This is also the classification for residual funds in the District’s debt service, special revenue, and capital projects funds.
- *Unassigned fund balance* – the residual classification for the District’s General Fund that includes amounts not contained in the other classifications. In other funds, the unassigned classification is used only if expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes.

The District’s Board establishes, modifies, or rescinds fund balance commitments and assignments by passage of an ordinance or resolution. This is done through adoption of the budget and subsequent budget amendments that occur throughout the year. When both restricted and unrestricted resources are available for use, it is the District’s policy to use restricted fund balance resources first, then unrestricted resources as they are needed. When committed, assigned, or unassigned resources are available for use in the governmental fund financial statements, the District considers committed amounts to be used first, then assigned amounts, and then unassigned amounts.

### **Memorandum Only – Total Columns**

Total columns in the Statement of Net Position and Governmental Funds Balance Sheet and the Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balances are captioned as “Memorandum Only,” as they do not represent consolidated financial information and are presented only to facilitate financial analysis. The columns do not present information that reflects the financial position or results of operations of the District in conformity with GAAP. Such data is not comparable to a consolidation, as interfund eliminations have not been made in the aggregation of this data.

### **Use of Estimates**

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of certain assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

# MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements  
June 30, 2016

## NOTE 2: CASH AND INVESTMENTS

### **Investment in the Santa Barbara County Investment Pool**

The District is a voluntary participant in the Santa Barbara County Treasurer's investment pool that is regulated by California Government Code under the oversight of the Treasurer of the State of California. The balance available for withdrawal is based on the accounting records maintained by the County Treasurer. As of June 30, 2016, the District had cash on deposit with the County Treasurer in the amount of \$13,540,076.

### **Investments Authorized by District Policy**

The District has not formally adopted a deposit and investment policy that limits the government's allowable deposits or investment and addresses the specific types of risk to which the government is exposed.

### **Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. At fiscal year end, the weighted average days to maturity of the investments contained in the County investment pool was approximately 705 days.

### **Credit Risk**

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating firm. The Santa Barbara County Treasurer's investment pool is not rated.

### **Custodial Credit Risk**

Custodial credit risk does not apply to a local government's indirect investment in deposits and securities through the use of government investment pools (such as the Santa Barbara County Treasurer's investment pool).

**MONTECITO FIRE PROTECTION DISTRICT**

Notes to the Financial Statements  
June 30, 2016

**NOTE 3: CAPITAL ASSETS**

Capital assets activity for the year ended June 30, 2016, is as follows:

	July 1, 2015	Additions	Deletions	June 30, 2016
Capital assets, not being depreciated:				
Land	\$ 2,577,530	\$ -	\$ -	\$ 2,577,530
Land easements	122,308	-	-	122,308
Construction in progress	462,185	52,139	-	514,324
Total capital assets, not being depreciated	<u>3,162,023</u>	<u>52,139</u>	<u>-</u>	<u>3,214,162</u>
Capital assets, being depreciated:				
Structures and improvements	7,408,662	48,329	-	7,456,991
Equipment	4,085,593	339,766	-	4,425,359
Total capital assets, being depreciated	<u>11,494,255</u>	<u>388,095</u>	<u>-</u>	<u>11,882,350</u>
Less accumulated depreciation for:				
Structures and improvements	(2,432,570)	(159,877)	-	(2,592,447)
Equipment	(2,333,396)	(291,975)	-	(2,625,371)
Total accumulated depreciation	<u>(4,765,966)</u>	<u>(451,852)</u>	<u>-</u>	<u>(5,217,818)</u>
Total capital assets, being depreciated, net	<u>6,728,289</u>	<u>(63,757)</u>	<u>-</u>	<u>6,664,532</u>
Total capital assets, net	<u>\$ 9,890,312</u>	<u>\$ (11,618)</u>	<u>\$ -</u>	<u>\$ 9,878,694</u>

Depreciation expense amounted to \$451,852 for the fiscal year ended June 30, 2016.

**NOTE 4: LONG-TERM LIABILITIES**

Changes to the District's long-term liabilities for the year ended June 30, 2016, are as follows:

	July 1, 2015	Additions	Deletions	June 30, 2016	Due in One Year
Compensated absences	\$ 1,343,882	\$ -	\$ 50,562	\$ 1,293,320	\$ -
Net pension liability	13,163,696	-	1,640,780	11,522,916	-
Pension obligation bonds	1,321,000	-	741,000	580,000	435,000
	<u>\$ 15,828,578</u>	<u>\$ -</u>	<u>\$ 2,432,342</u>	<u>\$ 13,396,236</u>	<u>\$ 435,000</u>

The liability for employee compensated absences is liquidated by the General Fund.

**NOTE 5: PENSION OBLIGATION BONDS**

In May of 2011, the District authorized the issuance and sale of Taxable Pension Obligation Bonds (POB) with a principal amount of \$3,520,000. Proceeds of the sale were used to extinguish an existing "side fund" pension obligation with California Public Employees Retirement System (CalPERS). The bonds were issued at a 4.52% interest rate on the basis of a 360-day year over a seven year period terminating on

**MONTECITO FIRE PROTECTION DISTRICT**

Notes to the Financial Statements  
June 30, 2016

**NOTE 5: PENSION OBLIGATION BONDS - continued**

May 26, 2018. The District made bond principal payments totaling \$740,996 and interest payments totaling \$51,573 during the year ended June 30, 2016.

Total POB debt service requirements to maturity as of June 30, 2016, are as follows:

Year Ending June 30,	Pension Obligation Bonds	
	Principal	Interest
2017	\$ 435,000	\$ 17,402
2018	145,000	6,337
Totals	<u>\$ 580,000</u>	<u>\$ 23,739</u>

**NOTE 6: INTERFUND TRANSFERS**

Interfund transfers in the District’s fund financial statements made during the year ended June 30, 2016, are as follows:

Funds	Inter-fund	
	Transfers In	Transfers Out
Major Funds:		
General	\$ 2,459,473	\$ 1,065,530
Pension Obligation	795,530	-
Capital Projects	270,000	2,459,473
Total	<u>\$ 3,525,003</u>	<u>\$ 3,525,003</u>

During the fiscal year ended June 30, 2016, the District made the following transfers:

A transfer of \$795,530 from the General Fund to the Pension Obligation Fund to finance the principal and interest payments for the District’s Pension Obligation Bonds.

A transfer of \$2,459,473 out of one capital outlay fund into the General Fund to provide additional contributions to the District’s PARS OPEB Trust was approved by the Board.

A transfer of \$270,000 from the General Fund to the capital outlay fund to finance fixed asset purchases.

**NOTE 7: RISK MANAGEMENT**

The District is a participant in a public entity risk pool with the Fire Agencies Insurance Risk Authority (FAIRA). FAIRA is organized pursuant to the provisions of the California Government Code Section 6500 et seq. for the purpose of providing an effective risk management program to local governments by reducing the amount and frequency of losses, pooling self-insured losses, and jointly purchasing excess insurance and administrative services in connection with a joint protection program.



# MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements  
June 30, 2016

## **NOTE 7: RISK MANAGEMENT - continued**

The District pays an annual premium to the pool for its excess general liability insurance coverage. The agreement for information of FAIRA provides that the pool will be self-sustaining through member premiums.

FAIRA provides the District with insurance-like benefits for general liability and excess liability coverage, automobile claims, management liability coverage, and property coverage for buildings, contents, and crime. During the fiscal year, the District contributed an annual premium of \$27,333 with limits ranging from \$1,000,000 to \$2,000,000 for each liability, and excess liability coverage of \$10,000,000. The insurance coverage in excess of the \$1,000,000, up to \$10,000,000, is provided by the American Alternative Insurance Corporation.

## **NOTE 8: RETIREMENT PLAN**

### **Plan Description**

The District contributes to the Public Agency portion of the California Public Employees Retirement System (CalPERS), a cost sharing multiple-employer public employee defined benefit pension plan. CalPERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California.

All full-time and less than full-time District employees that meet the CalPERS membership eligibility requirements can participate in CalPERS. Retirement benefits vest after five years of service with the District. Vested District safety members who retire at, or after, age 50 are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to years of credited service multiplied by their highest twelve month period of earnings multiplied by a percentage factor ranging from 2.4% to 3.0%, depending upon age at retirement. Vested District miscellaneous members who retire at, or after, age 50 are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to years of credited service multiplied by their highest twelve month period earnings multiplied by a percentage factor ranging from 2.0% to 3.0%, depending upon age at retirement. CalPERS also provides death and disability benefits.

On January 1, 2013, the Public Employee Pension Reform Act of 2013 (PEPRA) became effective, which made numerous changes to public pension provisions for agencies contracting with CalPERS. A new tier level was created for new public agency employees, which includes a different retirement benefit formula as well as different employer and member contribution rates as compared to current public agency employees

# MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements  
June 30, 2016

## **NOTE 8: RETIREMENT PLAN - continued**

### **Plan Description - continued**

CalPERS issues a separate comprehensive annual financial report, copies of which may be obtained from the CalPERS webpage at [www.calpers.ca.gov](http://www.calpers.ca.gov).

### **Funding Policy**

The employee contribution level for District miscellaneous members and District safety members is 8% and 9%, respectively, of annual salary. The District makes contributions for the entire amounts required of the employees on their behalf. The District is required to contribute an actuarially determined employer rate. At fiscal year end, the employer rate for miscellaneous employees and safety employees was 14.110% and 18.191%, respectively, of annual covered payroll. The contribution requirements of plan members are based upon the benefit level adopted by the District's Board. The employer contribution rate is established annually and may be amended by CalPERS.

At June 30, 2016, the District reported a liability of \$11,522,916 in the Statement of Net Position for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2015 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all Pension Plan participants, which was actuarially determined.

For the fiscal year ended June 30, 2016, the District recognized pension expense of \$3,078,971 in its Government-Wide financial statements. Pension expense represents the change in the net pension liability during the measurement period, adjusted for actual contributions and the deferred recognition of changes in investment gain/loss, actuarial gain/loss, actuarial assumptions or method, and plan benefits.

### **Actuarial Assumptions**

The total pension liability in the June 30, 2015 actuarial valuation was determined using the following actuarial assumptions; total pension liability represents the portion of the actuarial present value of projected benefit payments attributable to past periods of service for current and inactive employees:

- Discount Rate/Rate of Return – 7.5%, net of investment expense
- Inflation Rate – 2.75%
- Salary increases – Varies by Entry Age and Service
- COLA Increases – up to 2.75%
- Post-Retirement Mortality – Derived using CalPERS' Membership Data for all Funds

**MONTECITO FIRE PROTECTION DISTRICT**

Notes to the Financial Statements  
June 30, 2016

**NOTE 8: RETIREMENT PLAN - continued**

**Actuarial Assumptions (continued)**

The actuarial assumptions used in the June 30, 2015 valuation were based on the results of an actuarial experience study for the period July 1, 2011 through June 30, 2014.

The long-term expected rate of return on pension plan investments (7.5%) was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Global Equity	47.0%	5.71%
Global Fixed Income	19.0%	2.43%
Inflation Sensitive	6.0%	3.36%
Private Equity	12.0%	6.95%
Real Estate	11.0%	5.13%
Infrastructure and Forestland	3.0%	5.09%
Liquidity	2.0%	(1.05)%

The discount rate used to measure the total pension liability was 7.5 percent. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that contributions from the District will be made at contractually required rates, actuarially determined. Based on those assumptions, the pension fund's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. In theory, the discount rate may differ from the long-term expected rate of return discussed previously. However, based on the projected availability of the pension fund's fiduciary net position, the discount rate is equal to the long-term expected rate of return on pension plan investments, and was applied to all periods of projected benefit payments to determine the total pension liability.

**MONTECITO FIRE PROTECTION DISTRICT**

Notes to the Financial Statements  
June 30, 2016

**NOTE 8: RETIREMENT PLAN - continued**

**Sensitivity of the District’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate**

The following presents what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.5%) or 1 percentage point higher (8.5%) than the current rate:

	1% Decrease 6.5%	Discount Rate 7.5%	1% Increase 8.5%
District’s proportionate share of the net pension plan liability	\$ 18,565,489	\$ 11,522,916	\$ 5,743,463

Detailed information about the pension fund’s fiduciary net position is available in the separately issued CalPERS comprehensive annual financial report, which may be obtained by contacting CalPERS.

**NOTE 9: OTHER POST EMPLOYMENT BENEFITS (OPEB)**

**Plan Description**

The District provides retiree healthcare benefits for employees who retire with CalPERS pension benefits immediately upon termination of employment from the District. The District contracts with CalPERS for this insured-benefit plan, an agent multiple-employer post-employment healthcare plan, established under the State of California’s Public Employees’ Medical and Hospital Care Act (PEMHCA). The plan’s medical benefits and premium rates are established by CalPERS and the insurance providers. The District pays for medical, dental, and vision premiums for the lifetime of the retiree and their eligible dependents. The District pays 100% of the retiree medical premiums, up to a maximum of \$1,608 per month for 2016, and 100% of the premiums for retiree dental and vision coverage. CalPERS issues a separate comprehensive annual financial report, copies of which may be obtained from the CalPERS webpage [www.calpers.ca.gov](http://www.calpers.ca.gov).

The District participates in the Public Agency Retirement System (PARS) Public Agencies Post-Retirement Health Care Plan Trust Program (PARS Trust), a single employer irrevocable trust established to fund other postemployment benefits. The PARS Trust is approved by the Internal Revenue Code Section 115 and invests funds in equity, bond, and money market mutual funds. The Fire Chief or designee is the District’s Plan Administrator. Copies of PARS Trust annual financial report may be obtained from PARS at 4350 Von Karman Avenue, Suite 100, Newport Beach, CA 92660.

**MONTECITO FIRE PROTECTION DISTRICT**

Notes to the Financial Statements  
June 30, 2016

**NOTE 9: OTHER POST EMPLOYMENT BENEFITS (OPEB) - continued**

**Funding Policy**

The contributions to the OPEB plan are based on pay-as-you-go financing requirements, with an additional amount contributed to the PARS Trust to prefund benefits from time to time at the sole discretion of the Board. Retiree health benefits may be paid out of the PARS Trust, set up for this purpose, to the extent funded. The purpose of this funding policy is to manage the District's OPEB obligations while at the same time maintaining as much flexibility as possible to adjust for changing budgetary considerations. For the fiscal year ended June 30, 2016, the District contributed \$3,721,111 to the plan, including \$427,199 for current premiums and an additional \$3,293,912 to the PARS Trust to prefund benefits. GASB 45 requires recognition of the current expense of OPEB based on the annual required contribution (ARC), but does not require funding of the related liability.

**Annual OPEB Cost and Net OPEB Obligation (Asset)**

The District's annual OPEB cost is calculated based on the ARC of the District, an amount actuarially determined in accordance with the parameters of GASB 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial accrued liabilities (UAAL) over a period not to exceed thirty years.

For the fiscal year ended June 30, 2016, the OPEB ARC was \$978,507. This includes the normal cost of \$341,290 for the year for current active employees, and \$637,217 for UAAL amortization. The District's OPEB contribution for the fiscal year ended June 30, 2016 was \$3,721,111.

The following are the components of the District's OPEB cost for the fiscal year ended June 30, 2016:

Annual required contribution (ARC)	\$ 978,507
Interest on Net OPEB obligation	(82,494)
Amortization adjustment to ARC	97,187
Annual OPEB cost 2015-16	<u>993,200</u>
Contributions made	<u>(3,721,111)</u>
Increase in net OPEB asset	(2,727,911)
Net OPEB liability (asset) - beginning of year	(1,269,136)
Net OPEB liability (asset) - end of year	<u>\$ (3,997,047)</u>

**MONTECITO FIRE PROTECTION DISTRICT**

Notes to the Financial Statements  
June 30, 2016

**NOTE 9: OTHER POST EMPLOYMENT BENEFITS (OPEB) - continued**

**Annual OPEB Cost and Net OPEB Obligation (Asset) - continued**

The District’s annual OPEB cost, the percentage of annual OPEB cost contribution to the OPEB plan, and the net OPEB obligation (asset), for the current year and two preceding years, are as follows:

<u>Fiscal Year Ended</u>	<u>Annual OPEB Cost</u>	<u>% of Annual OPEB Cost Contributed</u>	<u>Net OPEB Obligation (Asset)</u>
June 30, 2014	978,507	155%	(266,321)
June 30, 2015	978,507	202%	(1,269,136)
June 30, 2016	978,507	380%	(3,997,047)

**Funding Status and Funding Progress**

Using the most recent actuarial valuation dated July 1, 2013, the following is the funded status of the OPEB plan:

Annual accrued liability (AAL)	\$ 10,082,480
Actuarial value of plan assets	2,746,320
Unfunded actuarial accrued liability (UAAL)	<u>\$ 7,336,160</u>
Funded ratio (actuarial value of plan assets/AAL)	27.2%

Activity in the District’s PARS Trust account since the most recent valuation, which will be reflected in the actuarial value of plan assets as of the next July 1, 2016 valuation date, is as follows:

<u>Fiscal Year Ended</u>	<u>Beginning Balance</u>	<u>Contributions</u>	<u>Net Earnings</u>	<u>Distributions</u>	<u>Ending Balance</u>
6/30/2014	\$ 2,690,912	\$ 1,175,856	\$ 350,288	\$ -	\$ 4,217,056
6/30/2015	\$ 4,217,056	\$ 1,610,136	\$ 118,898	\$ -	\$ 5,946,090
6/30/2016	\$ 5,946,090	\$ 3,293,912	\$ 7,384	\$ -	\$ 9,247,386

Actuarial valuations of an ongoing OPEB plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare trend. Amounts determined regarding the funded status of the OPEB plan and the ARC of the employer are subject to continual revision as actual results are compared

# MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements  
June 30, 2016

## **NOTE 9: OTHER POST EMPLOYMENT BENEFITS (OPEB) - continued**

### **Funding Status and Funding Progress - continued**

with past expectations and new estimates are made about the future. The Schedule of Funding Progress is presented as required supplementary information following the Notes to the Financial Statements. This schedule presents multiyear trend information that shows whether the actuarial value of the plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

### **Actuarial Methods and Assumptions**

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation; as well as the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2013 actuarial valuation, the Projected Unit Credit Cost method was used. The actuarial assumptions included a 6.5% investment rate of return and separate annual healthcare cost trend rates for medical, dental, and vision. The medical cost trend rate starts at 8% and declines to 5% over a period of four years. The vision and dental trend rates are both a flat 4%. The OPEB Plan's UAAL is being amortized as a level dollar amount on an open period basis. The remaining amortization period at July 1, 2013 was 25 years.

## **NOTE 10: WORKFORCE HOUSING**

The District has a Housing Committee that researches methods which allow employees to live closer to the District in order to facilitate responses to emergencies. The District approved a plan in the fiscal year ended June 30, 2006 to purchase Workforce Housing and completed the purchase of a parcel consisting of three residences of varying sizes at East Valley Road. The three residences are currently leased and occupied by three employees of the District. The District has contracted with a property management company to manage the operational activity of the residences. The Housing Committee developed a policy to govern all matters related to the Workforce Housing Program that was adopted by the Board.

**MONTECITO FIRE PROTECTION DISTRICT**

Notes to the Financial Statements  
June 30, 2016

**NOTE 11: DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES**

Pursuant to GASB Statement No. 63, the District recognized deferred outflows of resources in the government-wide and proprietary fund statements. These items are a consumption of net position by the District that is applicable to a future reporting period.

The District has one item that is reportable on the Government-wide Statement of Net Position as Deferred Outflows of Resources, which is related to pensions. The total is \$2,055,135.

The District also recognized deferral inflows of resources in the government-wide financial statements. This is an acquisition of net position by the District that is applicable to a future reporting period. The District has one item related to pensions that is captured as a deferred inflow of resources. The total at year-end was \$1,219,791.

Under the modified accrual basis of accounting, it is not enough that revenue is earned; it must also be available to finance expenditures of the current period. Governmental funds will therefore include deferred inflows of resources for amounts that have been earned but are not available to finance expenditures in the current period.

Deferred outflows of resources and deferred inflows of resources above represent the unamortized portion of changes to net pension liability to be recognized in future periods in a systematic and rational manner.

The \$1,219,791 was reported as deferred outflows of resources related to pension resulting from District contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the year-end June 30, 2016.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2017	\$ 577,204
2018	577,204
2019	516,192
2020	(450,809)
Total	<u>\$ 1,219,791</u>



**MONTECITO FIRE PROTECTION DISTRICT**

Notes to the Financial Statements  
June 30, 2016

**NOTE 12: EXPLANATION OF CERTAIN DIFFERENCES BETWEEN GOVERNMENTAL FUNDS BALANCE SHEETS AND STATEMENT OF NET POSITION**

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in Governmental Activities are not financial resources and, therefore; are not reported in the funds.	\$ 9,878,694
Certain long-term assets, such as the over-funding of the Other Post-Employment Benefits liability and the deferred outflows of resources, create long-term assets.	6,099,327
Long-term liabilities, including compensated absences and loans payable are not due and payable in the current period and, therefore; are not reported in the funds.	(1,885,356)
Other long-term liabilities, such as the net pension liability and deferred inflows of resources, are not due and payable in the current period and, therefore; are not reported in the funds.	<u>(12,742,707)</u>
Combined Adjustment	<u>\$ 1,349,958</u>

Amounts reported for governmental activities in the Statement of Net Position are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. The difference is the amount by which depreciation exceeded capital outlays in the current period.	\$ (23,404)
Repayments of long-term debt are recorded as an expense in the fund financial statements and are adjusted against debt in the statement of net position as an offset to the liability.	756,362
Changes in the compensated absences, net pension liability, and OPEB liabilities are expenditures in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.	<u>7,912,579</u>
Combined Adjustment	<u>\$ 8,645,537</u>

# MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements  
June 30, 2016

## **NOTE 13: COMMITMENTS AND CONTINGENCIES**

### **Litigation**

The District is subject to litigation related to employee matters that are incidental to the ordinary course of the District's operations. There is presently no outstanding litigation.

### **Grant Revenues**

The District recognizes as revenues grant monies earned for costs incurred in certain Federal and State programs the District participates in. The program may be subject to financial and compliance audits by the reimbursing agency. The amount, if any, of the expenditures which may be disallowed by the granting agency cannot be determined at this time, although the District expects such amounts, if any, to be immaterial.

## **NOTE 14: SUBSEQUENT EVENTS**

Subsequent events have been reviewed through March 3, 2017, the date the financial statements were available to be issued. Management has determined that no events have occurred that should be disclosed.

**REQUIRED SUPPLEMENTARY INFORMATION  
(UNAUDITED)**

**MONTECITO FIRE PROTECTION DISTRICT  
REQUIRED SUPPLEMENTARY INFORMATION  
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND (Unaudited)  
FOR THE YEAR ENDED JUNE 30, 2016**

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
<b>Revenues</b>				
Property taxes	\$15,374,250	\$15,374,250	\$15,516,984	\$ 142,734
Investment income	17,465	17,465	41,769	24,304
Rental income	51,660	51,660	52,260	600
Intergovernmental	592,385	1,584,385	1,824,564	240,179
Miscellaneous	5,860	5,860	39,955	34,095
Total revenues	<u>16,041,620</u>	<u>17,033,620</u>	<u>17,475,532</u>	<u>441,912</u>
<b>Expenditures</b>				
Salaries and benefits	15,640,835	16,632,835	15,599,529	1,033,306
Services and supplies	1,615,730	1,615,730	1,412,572	203,158
Contribution to other agencies	25,000	25,000	25,000	-
Capital outlay	153,250	153,250	85,193	68,057
Total expenditures	<u>17,434,815</u>	<u>18,426,815</u>	<u>17,122,294</u>	<u>1,304,521</u>
Excess of revenues over expenditures				
Other Financing Uses:				
Transfers out (net)	1,393,973	1,393,973	1,393,943	30
Total other financing uses	<u>1,393,973</u>	<u>1,393,973</u>	<u>1,393,943</u>	<u>30</u>
Net changes in fund balances	<u>\$ 778</u>	<u>\$ 778</u>	1,747,181	
Fund balances - Beginning			<u>4,817,037</u>	
Fund balances - Ending			<u>\$ 6,564,218</u>	

## **MONTECITO FIRE PROTECTION DISTRICT**

Notes to the Budgetary Comparison Schedules  
Required Supplementary Information (Unaudited)  
June 30, 2016

### **NOTE 1: BUDGETARY AND LEGAL COMPLIANCE**

In accordance with California Health and Safety Code Section 13895, on or before October 1, the District must submit a board approved budget to the County Auditor. Annual budgets are adopted for the District's General, Capital Projects, and Capital Projects Construction Funds. Budgets are prepared on the modified accrual basis of accounting consistent with GAAP. Annually, the Board of Directors conducts a public hearing for the discussion of proposed budgets. At the conclusion of the hearing, the Board adopts the final budgets. All appropriations lapse at fiscal year-end and are subject to re-appropriation as part of the following year's budget. The legal level of budgetary control (the level on which expenditures may not legally exceed appropriations) is maintained at the object level. Any changes in the annual budget must be changed by a vote of the Board. The Board amended the originally adopted General Fund budget in June of 2016.

**MONTECITO FIRE PROTECTION DISTRICT**

Required Supplementary Information  
 Other Post-Employment Benefits (OPEB) Plan – Schedule of Funding Progress  
 For the Fiscal Year Ended June 30, 2016

<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets</u>	<u>Actuarial Accrued Liability (AAL)</u>	<u>Unfunded Actuarial Accrued Liability (UAAL)</u>	<u>Funded Ratio</u>	<u>Covered Payroll</u>	<u>UAAL as a % of Covered Payroll</u>
7/1/2007	\$ 0	\$14,752,000	\$14,752,000	0.0%	\$5,398,000	273.3%
7/1/2010	\$ 633,471	\$ 9,452,985	\$ 8,819,514	6.7%	\$6,621,966	133.2%
7/1/2013	\$2,746,320	\$10,082,480	\$ 7,336,160	27.2%		

**MONTECITO FIRE PROTECTION DISTRICT**

Required Supplementary Information – Pensions  
For the Year Ended June 30, 2016

Montecito Fire Protection District – Schedule of the District’s proportionate share of the Net Pension Liability:

Last 10 Fiscal Years\*:

	<u>FY 2015</u>	<u>FY 2016</u>
District’s proportion of the net pension liability	Varies by plan	Varies by plan
District’s proportionate share of the net pension liability	\$ 13,163,696	\$ 11,522,916
District’s covered employee payroll	6,597,160	6,998,926
District’s proportionate share of the net pension liability as a percentage of its covered-employee payroll	199.53%	164.64%
Plan Fiduciary net position as a percentage of the total pension liability	81.59%	83.99%

\*Amounts presented above were determined as of 6/30.  
Additional years will be presented as they become available.

CALPERS - Schedule of District contributions

Last 10 Fiscal Years\*:

	<u>FY 2015</u>	<u>FY 2016</u>
Actuarially determined contribution	\$ 1,192,280	\$ 2,055,135
Total actual contributions	(1,192,280)	(2,055,135)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>
District’s covered-employee payroll	\$ 6,597,160	\$ 6,998,926
Contributions as a percentage of covered employee payroll	18.07%	29.36%





# Agenda

## Item #4





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## STAFF REPORT

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**Prepared for:** Montecito Fire Protection District Board of Directors

**Prepared by:** Chief Hickman and Araceli Gil, District Accountant

**Date:** April 19, 2017

**Topic:** CalPERS Process to Change the Employee Pension Cost-Share

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### Summary

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The current Memorandum of Understanding (MOU) between the District Board, Montecito Firefighter's Association and unrepresented staff, directs an increase to the employee's pension cost-share contribution from 6.5% to 8.5% for all CalPERS classic members, effective July 1, 2017. In order for CalPERS to recognize the change in contribution, a formal amendment to the existing contract between the District and CalPERS must be approved by the Board of Directors along with other certifying documents.

The following documents are included in this packet:

1. Information Letter (no action necessary)
2. Resolution of Intention and Amendment to Contract Exhibit (approval required)
3. Form CON 12, Certification of Governing Body's Action (signature required)
4. Form CON 12A, Certification of Compliance (signature required) – by signing this form, the Secretary confirms that the change in retirement benefits was approved at a public meeting on April 24, 2017. For this benefit change, CalPERS does not provide a System Actuary report.
5. Form CON 15, Certification of Employee Election (no action necessary at Board meeting)
6. Form CON 500, Certification of Compliance with GC 20516 (no action necessary at Board meeting)

### Conclusion

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Staff recommends that the Board formally approve all documents required by CalPERS in order to amend the contract to reflect the employees' new cost-share rate.

**RESOLUTION OF INTENTION  
TO APPROVE AN AMENDMENT TO CONTRACT  
BETWEEN THE  
BOARD OF ADMINISTRATION  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM  
AND THE  
BOARD OF DIRECTORS  
MONTECITO FIRE PROTECTION DISTRICT**

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

WHEREAS, one of the steps in the procedures to amend this contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed in said contract; and

WHEREAS, the following is a statement of the proposed change:

To provide Section 20516 (Employees Sharing Additional Cost) of an additional 2% for classic local miscellaneous members and classic local safety members.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the above agency does hereby give notice of intention to approve an amendment to the contract between said public agency and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an "Exhibit" and by this reference made a part hereof.

By: \_\_\_\_\_  
Presiding Officer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date adopted and approved



## EXHIBIT

California  
Public Employees' Retirement System

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# AMENDMENT TO CONTRACT

Between the  
Board of Administration  
California Public Employees' Retirement System  
and the  
Board of Directors  
Montecito Fire Protection District

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The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective July 1, 1944, and witnessed July 11, 1944, and as amended effective October 1, 1951, March 1, 1958, June 1, 1958, February 1, 1960, July 1, 1961, February 1, 1969, November 1, 1972, October 1, 1973, August 1, 1977, February 16, 1978, January 15, 1980, June 1, 1981, October 16, 1982, October 16, 1984, December 16, 1986, October 1, 1988, October 16, 1990, September 1, 1991, January 1, 2001, May 1, 2001, October 1, 2001, July 1, 2002, December 1, 2012 and January 1, 2017 which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 16 are hereby stricken from said contract as executed effective January 1, 2017, and hereby replaced by the following paragraphs numbered 1 through 16 inclusive:
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 60 for classic local miscellaneous members, age 62 for new local miscellaneous members, age 55 for classic local safety members and age 57 for new local safety members.

## PLEASE DO NOT SIGN "EXHIBIT ONLY"

2. Public Agency shall participate in the Public Employees' Retirement System from and after July 1, 1944 making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.
3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
  - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
  - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
  - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
  - a. Local Fire Fighters (herein referred to as local safety members);
  - b. Employees other than local safety members (herein referred to as local miscellaneous members).
5. In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:
  - a. **POLICE OFFICERS.**

## PLEASE DO NOT SIGN "EXHIBIT ONLY"

6. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment before and not on or after July 1, 2002 shall be determined in accordance with Section 21354 of said Retirement Law (2% at age 55 Full).
7. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment on or after July 1, 2002 shall be determined in accordance with Section 21354.3 of said Retirement Law (3% at age 60 Full).
8. The percentage of final compensation to be provided for each year of credited prior and current service as a new local miscellaneous member shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Full).
9. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local safety member shall be determined in accordance with Section 21363.1 of said Retirement Law (3% at age 55 Full).
10. The percentage of final compensation to be provided for each year of credited prior and current service as a new local safety member shall be determined in accordance with Section 7522.25(d) of said Retirement Law (2.7% at age 57 Full).
11. Public Agency elected and elects to be subject to the following optional provisions:
  - a. Section 21573 (Third Level of 1959 Survivor Benefits).
  - b. Sections 21624 and 21626 (Post-Retirement Survivor Allowance).
  - c. Section 21222.1 (One-Time 5% Increase - 1970). Legislation repealed said Section effective January 1, 1980.
  - d. Section 20965 (Credit for Unused Sick Leave).
  - e. Section 21325 (One-Time 3% to 15% Increase For Local Safety Members Who Retired or Died Prior to January 1, 1974). Legislation repealed said Section effective January 1, 2002.
  - f. Section 20042 (One-Year Final Compensation) for classic members only.
  - g. Section 20692 (Employer Paid Member Contributions Converted to Payrate During the Final Compensation Period) for classic local miscellaneous members only.
  - h. Section 21328 (One-Time 1% to 6% Increase For Local Miscellaneous Members Who Retired or Died Prior to January 1, 1998).

## i. Section 20516 (Employees Sharing Cost of Additional Benefits):

Section 21354.3 (3% @ 60 Full formula) effective July 1, 2002 for classic local miscellaneous members.

From and after July 1, 2002 and until January 1, 2017, the classic miscellaneous employees of Public Agency shall be assessed an additional 4.5% of their compensation for a total contribution rate of 12.5% pursuant to Government Code Section 20516.

Section 21363.1 (3% @ 55 Full formula) effective January 1, 2001 for classic local safety members.

From and after January 1, 2001 and until January 1, 2017 the classic fire employees of Public Agency shall be assessed an additional 4.5% of their compensation for a total contribution rate of 13.5% pursuant to Government Code Section 20516.

## j. Section 20516 (Employees Sharing Additional Cost):

From and after January 1, 2017 and until the effective date of this amendment to contract, 6.5% for classic local miscellaneous members and classic local safety members.

From and after the effective date of this amendment to contract, 8.5% for classic local miscellaneous members and classic local safety members.

The portion of the employer's contribution that the member agrees to contribute from his or her compensation, over and above the member's normal contribution ("Cost Sharing Percentage"), shall not exceed the Employer Normal Cost Rate, as that rate is defined in the CalPERS Actuarial Valuation for the relevant fiscal year. If the Cost Sharing Percentage will exceed the relevant Employer Normal Cost Rate, the Cost Sharing Percentage shall automatically be reduced to an amount equal to, and not to exceed, the Employer Normal Cost Rate for the relevant fiscal year.

12. Public Agency, in accordance with Government Code Section 20834, shall not be considered an "employer" for purposes of the Public Employees' Retirement Law. Contributions of the Public Agency shall be fixed and determined as provided in Government Code Section 20834, and such contributions hereafter made shall be held by the Board as provided in Government Code Section 20834.
13. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members and local safety members of said Retirement System.



PLEASE DO NOT SIGN "EXHIBIT ONLY"

- 14. Public Agency shall also contribute to said Retirement System as follows:
  - a. Contributions required per covered member on account of the 1959 Survivor Benefits provided under Section 21573 of said Retirement Law. (Subject to annual change.) In addition, all assets and liabilities of Public Agency and its employees shall be pooled in a single account, based on term insurance rates, for survivors of all local miscellaneous members and local safety members.
  - b. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
  - c. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.
- 15. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.
- 16. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

BOARD OF ADMINISTRATION  
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS  
MONTECITO FIRE PROTECTION  
DISTRICT

BY \_\_\_\_\_  
ARNITA PAIGE, CHIEF  
PENSION CONTRACTS AND PREFUNDING  
PROGRAMS DIVISION  
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY \_\_\_\_\_  
PRESIDING OFFICER

\_\_\_\_\_  
Witness Date

Attest:

\_\_\_\_\_  
Clerk

PLEASE DO NOT SIGN "EXHIBIT ONLY"  
PLEASE DO NOT SIGN "EXHIBIT ONLY"

**CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM**

Financial Office | Pension Contract Management  
Services & Prefunding Programs  
P.O. Box 942703 Sacramento, CA 94229-2703  
888 CalPERS (or 888-225-7377)  
TTY: (877) 249-7442 | Fax: (916) 795-4673  
www.calpers.ca.gov

**CERTIFICATION OF GOVERNING BODY'S ACTION**

I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the

Board of Directors \_\_\_\_\_ of the  
(governing body)

Montecito Fire Protection District  
\_\_\_\_\_  
(public agency)

on April 24, 2017.  
(date)

\_\_\_\_\_  
Clerk/Secretary

Clerk of the Board  
Title

**CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM**

Financial Office | Pension Contract Management  
Services & Prefunding Programs  
P.O. Box 942703 Sacramento, CA 94229-2703  
888 CalPERS (or 888-225-7377)  
TTY: (877) 249-7442 | Fax: (916) 795-4673  
www.calpers.ca.gov

**CERTIFICATION OF COMPLIANCE WITH  
GOVERNMENT CODE SECTION 7507**

I hereby certify that in accordance with Section 7507 of the Government Code the future annual costs as determined by the System Actuary for the increase/change in retirement Benefit(s) have been made public at a public meeting of the Board of Directors (governing body) of the Montecito Fire Protection District (public agency) on April 24, 2017 (date)

which is at least two weeks prior to the adoption of the Resolution / Ordinance.

Adoption of the retirement benefit increase/change will not be placed on the consent calendar.

\_\_\_\_\_  
Clerk/Secretary  
\_\_\_\_\_  
Clerk of the Board  
\_\_\_\_\_  
Title

Date April 24, 2017

**CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM**

Employer Account Management Division  
 Retirement Social Security Contracts Unit  
 P.O. Box 942709  
 Sacramento, CA 94229-2709  
 (888) CalPERS (225-7377)

**CERTIFICATION OF EMPLOYEE ELECTION**

I hereby certify that the following employees of the Montecito Fire Protection District have expressed their approval or disapproval of said agency's intention to amend its contract to provide Section 20516 (Employees Sharing Additional Cost) of an additional 2% for classic local miscellaneous members and classic local safety members on the basis described in the Resolution of Intention adopted by said agency's governing body on \_\_\_\_\_, \_\_\_\_\_, in such manner as to permit each employee to separately and secretly express his choice and that the outcome of such election was as follows:

	Number of employees eligible to vote	Number of votes approving said participation	Number of votes disapproving said participation
Local Fire Fighters as defined in Govt. Code Section 20433	_____	_____	_____
Local Miscellaneous Members as defined in Govt. Code Section 20383	_____	_____	_____

\_\_\_\_\_  
 Clerk or Secretary

\_\_\_\_\_  
 Date

**CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM**

Employer Account Management Division  
Retirement and Social Security Contracts Unit  
P.O. Box 942709  
Sacramento, CA 94229-2709  
(888) CalPERS (225-7377)

**CERTIFICATION OF COMPLIANCE WITH  
GOVERNMENT CODE SECTION 20516**

I hereby certify that in accordance with Section 20516 of the Government Code, Montecito Fire Protection District and its classic local miscellaneous and classic local safety employees have agreed in writing to the following:

Section 20516 (Employees Sharing Additional Cost) of an additional 2% for classic local miscellaneous members and classic local safety members.

\_\_\_\_\_  
Signature

Fire Chief  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Witness

TBD (after election)  
Date



# Agenda Item #6





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

Held at Fire District Headquarters, 595 San Ysidro Road March 27, 2017 at 2:00 p.m.

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

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

**Absent:** Director Powell

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

There were no public comments at this meeting.

- 2. Recognition for 15 years of service: Engineer, Loren Bass; Firefighters, Eric Klemowicz and Keith Powell.**

Chief Hickman introduced C Shift personnel. The Chief commended and thanked Loren Bass, Eric Klemowicz and Keith Powell for 15 years of service.

- 3. TIME CERTAIN: 2:00 Receive presentation from PARS/Highmark representatives regarding the Fire District's post-retirement health care plan trust.**

Representatives from PARS/Highmark provided a power point presentation regarding the District's post-retirement health care plan trust.

- 4. Public Information and Education project update by Core Idea Consultant, Robert TenEyck.**

- a. Review Communication Plan, Initiatives 1 & 2.**

Core Idea Consultant, Robert TenEyck provided an update regarding Communication Plan, Initiatives 1 & 2.

- b. Consider approval of Communication Plan, Initiative 3.**

Core Idea Consultant, Robert TenEyck provided an overview of Communication Plan, Initiative 3. Motion made by Director Venable, seconded by Director Lee and unanimously passed to approve Communication Plan, Initiative 3.

**5. Motion to approve and authorize the Fire Chief to execute the Amended and Restated Dispatch Services Agreement between Carpinteria-Summerland Fire Protection District and the Montecito Fire Protection District.**

Motion made by Director Easton, seconded by Director Lee and unanimously passed to approve and authorize the Fire Chief to execute the Amended and Restated Dispatch Services Agreement between CSFPD and MFPD.

**6. Motion to request that the Minutes reflect that Ordinance 2017-01 was published in full on March 8, 2017, in the Montecito Journal and Proof of Publication is on file with the District.**

Motion made by Director Lee, seconded by Director Easton and unanimously passed to request that the Minutes reflect the publishing in full of Ordinance 2017-01 on March 8, 2017 in the Montecito Journal.

**7. Discussion item: Report on 2016 Response Times presented by Division Chief Taylor.**

Chief Taylor provided a staff report regarding the 2016 Response Times.

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

**a. Consider recommendation to approve January and February 2017 financial statements.**

Motion made by Director Easton, seconded by Director Venable and unanimously passed to approve the January and February 2017 financial statements.

**9. Approval of Minutes of the February 27, 2017 Regular Meeting.**

Motion to approve the minutes of the February 27, 2017 Regular Meeting made by Director Lee, seconded by Director Easton and unanimously passed.

**10. Fire Chief's report.**

Chief Hickman reviewed the correspondence from CSDA regarding their upcoming election. The Chief stated that he and Fire Marshal Gregson are meeting with Jamie Brown and Susan Keller on Wednesday regarding Accessory Dwelling Units as it relates to the Planning Commission. Chief Hickman mentioned that the budget process has begun. He also noted that the property regarding station 3 is out of escrow.

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

Director Easton thanked the Board and the Chief for allowing her to attend the CSDA Leadership Academy. Director Lee stated that he also attended, however he had to leave early because of a family emergency. He added that he would make up the day and ½ of courses at an upcoming conference.

**12. Suggestions from Directors for items other than regular agenda items to be included for the April 24, 2017 Regular Board meeting.**

There were no suggestions from the Directors.

Meeting Adjourned at 4:45 p.m.

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President Peter van Duinwyk

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Secretary John Venable



# Agenda

## Item #7



## Joyce Reed

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**From:** Montecito Fire <contact@site-ninja1.com>  
**Sent:** Sunday, April 02, 2017 9:21 PM  
**To:** Joyce Reed  
**Subject:** New inquiry received (#47195) for montecitofire.com

A new inquiry message was submitted.

Name: Heather Steinmann

Email: steinmann2873@msn.com

Message:

Hello,

I was a passenger on the train on March 12th when Connor O'Keefe was struck and killed, and saw a crew of Montecito firemen handle his body with such care that it will stay with me all of my life. Thanks to that crew for their care and professionalism, and thank you all for the work that you do.

Heather

**Joyce Reed**

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**From:** Chip Hickman  
**Sent:** Monday, April 03, 2017 1:06 PM  
**To:** Joyce Reed  
**Subject:** FW: Tonight's emergency call

Please include in BOD packet for April

-----Original Message-----

From: Dan Cerf [mailto:dancerf@sfparty.com]  
Sent: Friday, March 31, 2017 9:29 PM  
To: Travis Ederer <tederer@montecitofire.com>  
Subject: Tonight's emergency call

Battalion chief,

I want to tell you how impressed I was tonight w your crew We were at a dinner party when one of The guest fell very ill He was passing out and then vomiting at the table all within a few moments

We called 911 and literally in less a few Minutes MFD was there lead by paramedics.

Brandon was the first in the door and immediately took charge of the situation. He and your crew were calm and professional.

After at bit The guest was then Starting to feel better and Brandon continued to ask questions monitor vitals and then said he should go in the ambulance to Cottage.

I cannot thank you enough and your crew for taking charge and helping our friend get the necessary first aid care that none of us at the party were prepared or qualified to administer.

Compliments to all, please let everyone know we really appreciate their help.

Best

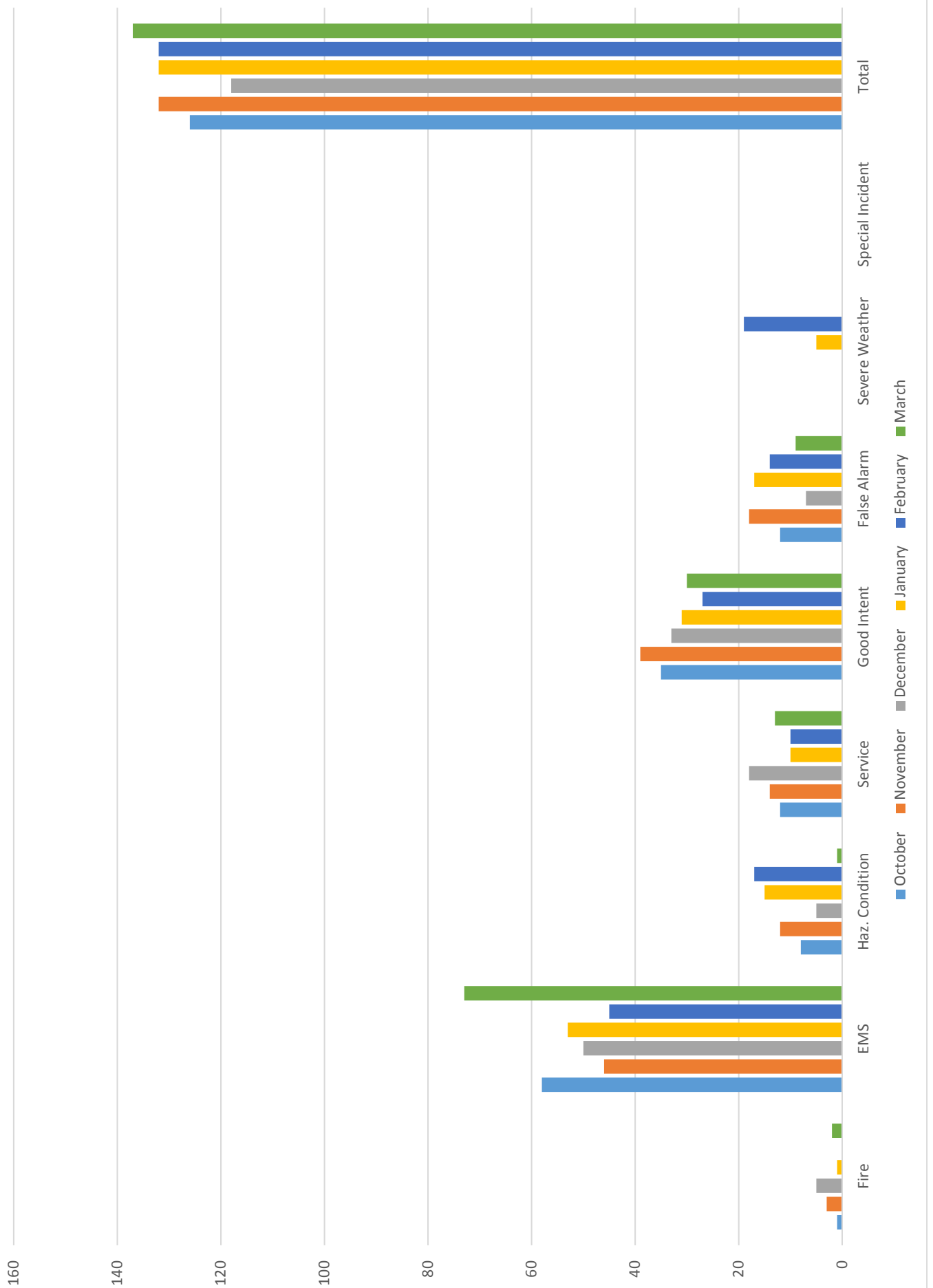
Dan Cerf

425-205-2608

110 Summit Lane

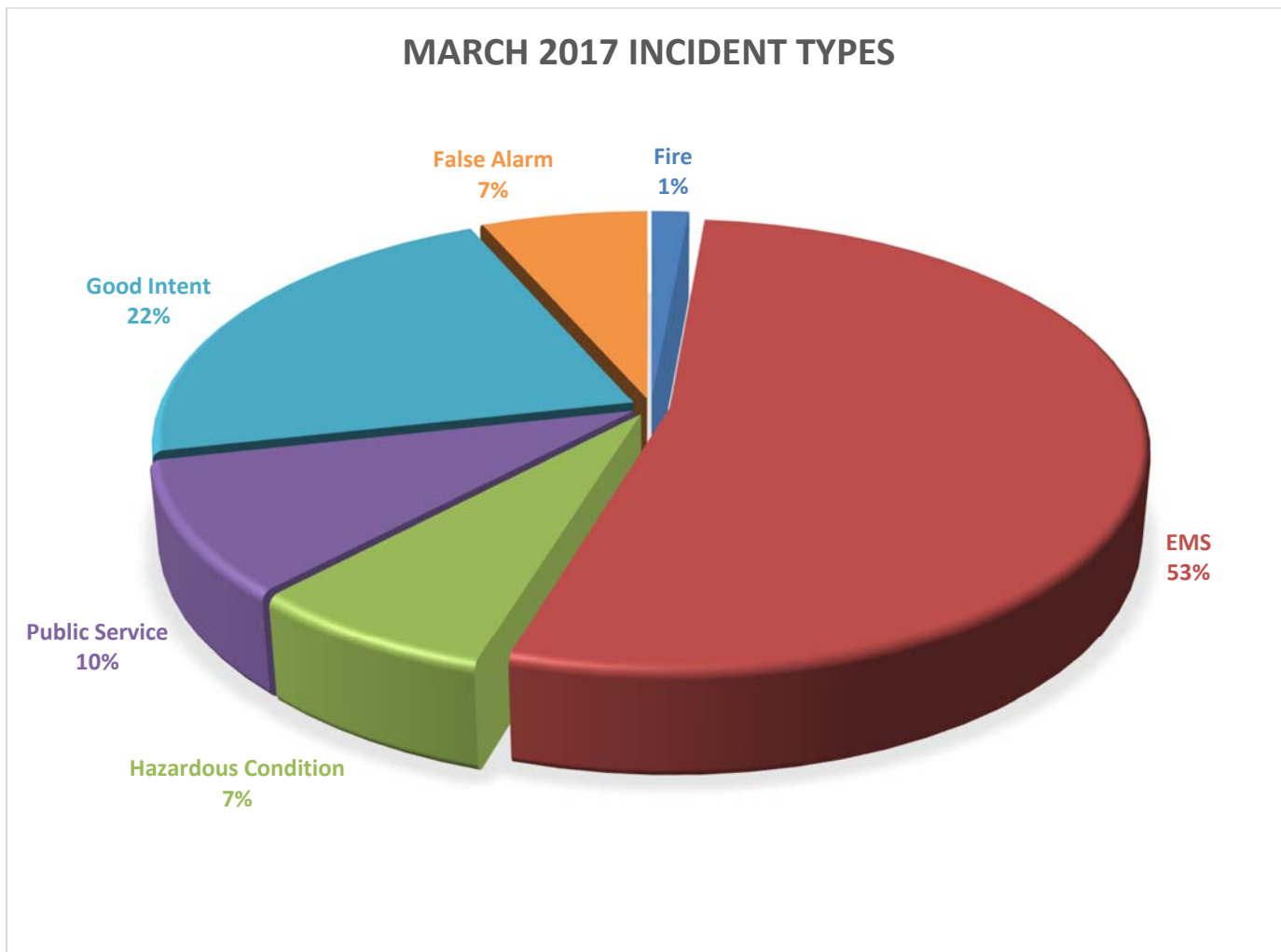


### October 2016 - March 2017 Incident Trend



**MARCH 2017  
CALLS BY INCIDENT TYPE  
TOTAL INCIDENTS: 137**

FIRE: 2	EMS: 73
HAZARDOUS CONDITION: 10	PUBLIC SERVICE**: 13
GOOD INTENT*: 30	FALSE ALARM: 9
SEVERE WEATHER: 0	SPECIAL INCIDENT TYPE: 0



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

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