

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
June 26, 2023 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. Consider recommendation to approve Resolution 2023-06, Adoption of the Preliminary Budget for FY 2023-24. (Strategic Plan Goal 8)
 - a. Staff report presented by Accountant Nahas.
3. Election of the Special District Risk Management Authority Governing Board of Directors Positions.
4. Approval of Minutes of the May 22, 2023 Regular Meeting.
5. Fire Chief's report.
6. Board of Director's report.
7. Suggestions from Directors for items other than regular agenda items to be included for the July 24, 2023 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 June 22, 2023.





David Neels, Fire Chief

Agenda

Item #2



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: David Neels, Fire Chief 
Prepared by: Araceli Nahas, Accountant 
Date: June 26, 2023
Topic: Adoption of Preliminary Budget for Fiscal Year 2023-24

Summary

The Preliminary Budgets for the General, Capital Reserves, and Land & Building Funds are presented for approval by June 30, 2023. Staff is not recommending any changes to the budgets that were presented to the Finance Committee and Board of Directors in May.

Conclusion

Staff recommends that the Board adopt Resolution 2023-06 and the accompanying preliminary budgets.

Attachments

1. Resolution 2023-06: Adoption of the Preliminary Budget for the FY 2023-24
2. Preliminary Budgets for FY 2023-24

Strategic Plan Reference

Strategic Plan Goal #8, Ensure Financial Accountability & Transparency

RESOLUTION NO. 2023-06

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTECITO FIRE PROTECTION DISTRICT
IN THE MATTER OF THE ADOPTION OF THE
PRELIMINARY BUDGET FOR THE FISCAL YEAR 2023-24**

WHEREAS, Section 13890 of the Health and Safety Code requires that the District Board adopt a preliminary budget conforming to the Accounting Procedures for Special Districts and Budgeting Procedures for Special Districts, as described, on or before June 30 of each year; and

WHEREAS, Section 13893 of the Health and Safety Code requires that the District Board publish a notice on or before June 30 of each year stating: (1) that it has adopted a preliminary budget which is available for inspection at a time and place within the District specified in the notice; and (2) the date, time and place when the Board will meet to adopt the final budget and that any person may appear and be heard regarding any item in the budget or regarding the addition of other items; and

WHEREAS, Section 13893 of the Health & Safety Code further provides that said notice shall be published in at least one newspaper of general circulation in the District, the first publication to be at least two weeks before the date of the meeting; and

WHEREAS, the Board of Directors met at a meeting on June 26, 2023, to consider the District's preliminary budget for fiscal year 2023-24 as described by and recommended for approval by the Fire Chief;

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDERED AND RESOLVED AS FOLLOWS:

1. That the Board of Directors adopts the 2023-24 preliminary budget for the Montecito Fire Protection District in the form recommended by the Fire Chief at the Board's meeting on June 26, 2023.

In summary, the preliminary budget provides as follows:

<u>Fund 3650 – General Fund</u>	
Salaries & Employee Benefits	\$ 18,769,500
Services & Supplies	2,380,500
Other charges	52,260
Capital Assets	1,417,000
Other Financing Uses	<u>1,545,700</u>
	\$ 24,164,960
<u>Fund 3652 – Capital Outlay</u>	
Capital Assets	\$ 1,170,240
<u>Fund 3653 – Land & Building</u>	
Services & Supplies	\$ 500,000
Capital Assets	<u>279,500</u>
	\$ 779,500

Copies of the approved budget are on file with District records.

2. The adopted preliminary budget shall be available for inspection Monday through Friday, between 8:00 a.m. and 5:00 p.m. at the Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, California and on the District's website.

3. The Board of Directors will meet on September 25, 2023, at 2:00 p.m. at the Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, California, to consider and adopt the final budget as required by law and any person may appear at that time and be heard regarding any item in the budget or regarding the addition of other items.

4. The Secretary is directed to publish the notice attached to this resolution as Exhibit A in the *Montecito Journal* in accordance with Health and Safety Code Section 13893 on or before June 30, 2023.

PASSED AND ADOPTED by the Governing Board of the Montecito Fire Protection District this 26th day of June, 2023, by the following vote, to wit:

AYES:

NAYS:

ABSTAIN:

ABSENT:

President of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

Secretary of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT

EXHIBIT A

PUBLIC NOTICE

Montecito Fire Protection District
in the Matter of the Preliminary Budget for Fiscal Year 2023-24
Health and Safety Code Section 13893

NOTICE IS HEREBY GIVEN that the preliminary budget of the Montecito Fire Protection District for fiscal year 2023-24 was adopted by the Board of Directors of said District on June 26, 2023, and is available for inspection Monday through Friday, between 8:00 a.m. and 5:00 p.m. at the Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, California.

NOTICE IS ALSO GIVEN that on September 25, 2023 at 2:00 p.m., the Board of Directors will meet at the Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, California, for the purpose of adopting the District's final budget at which time and place any person may appear and be heard regarding any item in the budget or regarding the addition of other items.

This Notice shall be published in accordance with California Health & Safety Code Section 13893.

By order of the Board of Directors of the Montecito Fire Protection District, State of California, this 26th day of June, 2023.

Sylvia Easton, Secretary

Montecito Fire Protection District
Preliminary Budget for Fiscal Year 2023-24

FUND 3650 - GENERAL FUND

**Preliminary
Budget**

EXPENDITURES**Salaries & Employee Benefits**

6100	Regular Salaries	\$	10,252,500
6300	Overtime		202,000
6301	Overtime - Fire Reimbursable		2,000,000
6310	Overtime - Constant Staffing		1,047,000
6400	Retirement Contributions		2,008,000
6550	FICA/Medicare		192,500
6600	Insurance Contributions		2,462,000
	Health Insurance	2,240,000	
	Dental, Vision, Life Insurance	222,000	
6700	Unemployment Insurance		5,500
6900	Workers Compensation Insurance		600,000
	Total Salaries & Employee Benefits		18,769,500

Services & Supplies

7030	Clothing and PPE		56,000
7050	Communications		115,000
7060	Food		4,500
7070	Household Supplies		36,000
7090	Insurance: Liability/Auto/Prop.		97,500
7120	Equipment Maintenance (Operations)		50,000
7200	Structure and Ground Maintenance		109,500
	Operational	50,000	
	Interior painting, Station 92	50,000	
	Mechanic Bay lighting upgrades, Station 92	9,500	
7205	Fire Defense Zone (Hazard Mitigation)		300,000
	Operational	250,000	
	Structure Hardening Grant Program	50,000	
7322	Consulting and Management Fees		2,500
7324	Audit and Accounting Fees		40,000
7348	Instruments & Equipment		96,000
	Hose equipment and maintenance	6,000	
	Rope rescue equipment and maint	5,000	
	USAR equipment maintenance	10,000	
	HazMat team equipment (from 7630)	10,000	
	Equipment for new Type 1 engine	65,000	
7363	Equipment Maintenance (Vehicles)		140,000

Montecito Fire Protection District
Preliminary Budget for Fiscal Year 2023-24

FUND 3650 - GENERAL FUND		Preliminary Budget
		<hr/>
7400	Medical & First Aid Supplies	114,000
	Operational	47,000
	Lifepak AEDs replacement (24)	67,000
7430	Memberships	16,000
7450	Office Expense	20,000
7456	IT Hardware < \$5,000	7,500
7460	Professional and Special Services	360,000
	Operational	295,000
	Facilities Project Manager	20,000
	Evacuation Zones Analysis	45,000
7507	ADP Payroll Fees	10,000
7510	Contractual Services	149,000
	Operational	129,100
	Prevention permit/inspection software	12,000
	New website design and host	7,900
7530	Publications & Legal Notices	6,000
7540	Rents & Leases - Equipment	5,500
7546	Administrative Tax Expense	220,000
7580	Rents & Leases - Structure (Gibraltar)	12,500
7630	Small Tools & Instruments	11,000
	Operational	11,000
	HazMat team equipment (to 7348)	-
7650	Special District Expense	35,500
	Operational (permits, fees, LAFCO, other)	35,500
7671	Special Projects	17,500
	Department mailers	10,000
	Public Education materials	7,500
7730	Transportation and Travel	80,000
7731	Gasoline/Oil/Fuel	90,000
7732	Training	109,000
	Operational	99,000
	New hire academy	10,000
7760	Utilities	70,000
	Total Services & Supplies	<hr/> 2,380,500
 Other Charges		
7830	Interest Expense (POB)	52,260
	Total Other Charges	<hr/> 52,260

Montecito Fire Protection District
Preliminary Budget for Fiscal Year 2023-24

FUND 3650 - GENERAL FUND	Preliminary Budget
Capital Assets	
8200 Structures & Improvements	570,000
Station 91: Loft renovation, driveway asphalt replacement	
Station 92: Flooring (carryover), carport/gate	
8300 Equipment	847,000
ALS equipment - cardiac monitor (carryover)	30,000
Comm - Microwave Simulcast Upgrade	272,000
Portable radios replacement (carryover)	545,000
Total Capital Assets	1,417,000
TOTAL EXPENDITURES	22,619,260
 Financing Uses	
7901 Tfr To Capital Reserves Fund (3652)	340,000
7910 Long Term Debt Principal Repayment (POB)	1,205,700
Total Other Financing Uses	1,545,700
 Increase to Residual Fund Balance	
9601 Residual Fund Balance	1,205,540
Increase to Residual Fund Balance	1,205,540
TOTAL CHANGES TO FUND BALANCES	1,205,540
Net Financial Impact	\$ -
 Fund 3650 Fund Balance Detail	
Reserves: Catastrophic	\$ 3,015,000
Reserves: Economic Uncertainties	4,950,000
Fund Balance - Unrestricted Residual (est. at end of FY)	2,941,507
Projected Fund Balance at Year End	\$ 10,906,507

Montecito Fire Protection District
Preliminary Budget for Fiscal Year 2023-24

FUND 3652 - CAPITAL RESERVES FUND	Preliminary Budget
REVENUES	
Use of Money and Property	
3380 Interest Income	30,000
Total Use of Money and Property	30,000
Other Financing Sources	
5910 Transfer from General Fund (3650)	340,000
Total Other Financing Sources	340,000
TOTAL REVENUES	370,000
EXPENDITURES	
Capital Assets	
8300 Equipment	
Type 1 Engine (Engine 92) - carryover	852,240
Squad 91	230,000
Vehicle (Prevention 95)	88,000
Total Capital Assets	1,170,240
TOTAL EXPENDITURES	1,170,240
Changes to Fund Balances	
Decrease to Assigned	
9901 Purpose of Fund	800,240
Decrease to Assigned	800,240
TOTAL CHANGES TO FUND BALANCES	800,240
Net Financial Impact	\$ -
Fund 3652 Fund Balance Detail	
Fund Balance - Nonspendable	\$ -
Fund Balance - Assigned	3,002,239
Projected Fund Balance at Year End	\$ 3,002,239

Montecito Fire Protection District
Preliminary Budget for Fiscal Year 2023-24

FUND 3653 - LAND & BUILDING FUND	Preliminary Budget
REVENUES	
Use of Money and Property	
3380 Interest Income	30,000
Total Use of Money and Property	30,000
TOTAL REVENUES	30,000
EXPENDITURES	
Services and Supplies	
7460 Professional Services	500,000
Total Services and Supplies	500,000
Capital Assets	
8200 Structures and Improvements	
Solar project infrastructure	279,500
Total Capital Assets	279,500
TOTAL EXPENDITURES	779,500
Changes to Fund Balances	
Decrease to Assigned	
9901 Purpose of Fund	749,500
Decrease to Assigned	749,500
TOTAL CHANGES TO FUND BALANCES	749,500
Net Financial Impact	\$ -
 Fund 3653 Fund Balance Detail	
Fund Balance - Assigned	\$ 2,999,029
Less: Fund Balance - Assigned for FY	(749,500)
Projected Fund Balance at Year End	\$ 2,249,529

Agenda

Item #3



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

2023 BOARD OF DIRECTORS ELECTION

OFFICIAL ELECTION BALLOT ATTACHED

This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to three (3) candidates to the SDRMA Board of Directors.

ELECTION PACKET ENCLOSURES

- Election Ballot Instructions
- Official Election Ballot (Action Required)
- Candidate's Statements of Qualifications (4)



SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2023.

On May 11, 2023, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2022-06 Establishing Guidelines for Director Elections. The Election Committee confirmed that (4) candidates met the qualification requirements, and those names are included on the Official Election Ballot.

The Official Election Ballot along with a Statement of Qualifications as submitted by each candidate is posted to the SDRMA MemberPlus portal along with these instructions. Election instructions are as follows:

1. The Official Election Ballot must be used to ensure the integrity of the balloting process.
2. Print a copy of this ballot, then select up to three (3) candidates. Your agency's governing body must approve the Official Election Ballot at a public meeting. **Ballots containing more than four (4) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Ballot **MUST** be sealed and received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Tuesday, August 8, 2023 to the address below. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814
4. The four-year terms for newly elected Directors will begin on January 1, 2024, and terminate on December 31, 2027.
5. Important balloting and election dates are:
 - **August 8, 2023: Deadline for members to return the signed Official Election Ballot.**
 - **August 9-11, 2023:** Ballots are opened and counted.
 - **August 10-11, 2023:** Election results are announced, and candidates notified.
 - **November 1-2, 2023:** Newly elected Directors are invited to attend SDRMA board meeting (Sacramento).
 - **January 2024:** Newly elected Directors are seated, and Board officer elections are held.

Please do not hesitate to contact SDRMA's Management Analyst Candice Richardson at crichardson@sdrma.org or 800-537-7790 if you have any questions regarding the election and balloting process.

OFFICIAL 2023 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery at SDRMA on or before 4:30 p.m., Tuesday August 8, 2023. Faxes or electronic transmissions are NOT acceptable.

- ROBERT SWAN** (INCUMBENT)
Director, Groveland Community Services District
- ACQUANETTA WARREN**
Vice Chair, Local Agency Formation Commission for San Bernardino County
- JESSE CLAYPOOL** (INCUMBENT)
Board Chair, Honey Lake Valley Resource Conservation District
- SANDY SEIFERT-RAFFELSON** (INCUMBENT)
General Manager, Herlong Public Utility District

ADOPTED this ____ day of _____, 2023 by the:

at a public meeting by the following votes:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

APPROVED:

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Bob Swan
 District/Agency Groveland Community Services District (GCSD)
 Work Address P.O. Box 350, Groveland CA 95321
 Work Phone (209) 962-7131 Cell Phone (408) 398-4731

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I have been a member of the SDRMA Board for two terms. I would like to be elected to a third term because:

1. As a board member of Groveland CSD, I am very aware of the great value that smaller districts get from their membership in SDRMA, and I'd like to continue to support the Authority's great member services.
2. While the organization continues to operate well, thanks to its experienced and motivated staff, we are once again going through a period of management change. I believe that Board continuity is particularly important at such a time.
3. The California re-insurance market continues to be challenging. I believe that my eight years of board experience will be helpful as we negotiate the potentially tricky economic future.
4. Personally, I feel that we have a very well-functioning and collegial Board, and I find it both challenging and enjoyable to be part of it.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

1. SDRMA Board: Member since 2016, presently Vice President. I am our representative on the CSDA Legislative Committee (and a member in my own right), and on the Alliance Executive Council.
2. Groveland CSD Board: Member since appointment in June 2013. I was Board President 2014-2018.
3. Member of Board of Southside Community Connections, which is a 501(c)(3) nonprofit in Groveland that provides transportation, educational, social and recreational services to seniors and differently-abled folks in the Groveland area. I was on this Board from 2018 through 2022, mostly as Treasurer.
4. Board Member (Treasurer) of Pine Cone Performers, a local community choral and acting group, since 2010.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

Background: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry as engineer, engineering manager, business unit director.

Skills, etc.: Very familiar with financial reports and cost accounting. Working knowledge of computer and communications technology. In my work life, I managed geographically distributed organizations with up to 150 technical personnel and up to \$120 million in annual sales. I'm pretty good at helping groups work together to achieve consensus (or, failing that, acceptable compromise).

In recent years, most of my volunteer work has been in driving folks (who can't drive themselves) to medical appointments, shopping, and the like. This is one of the services of Southside Community Connections.

I'm also a pretty decent choral singer, but that's not relevant to this application.

What is your overall vision for SDRMA? (Response Required)

Our vision statement is "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". To achieve this vision, I believe we must focus on:

(1) maintaining long-term financial stability, by ensuring that there is a fair allocation of cost versus risk across the membership, continuously evaluating the appropriate level of risk retention, and using creative ideas like our "captive" reinsurance agency to enhance our cash position.

(2) continue to expand our risk management training and assistance services. We have made significant improvements in this area by bring it internal to the Authority.

(3) continue to emphasize services to our core membership: small to mid-sized districts with limited options for insurance.

(4) ensure that SDRMA remains a desirable workplace, and maintain our highly-qualified and responsive staff.

Above all, remember that this is an insurance pool, owned by its member agencies, and maintain an overarching focus on member service and support. Make certain that we will be here for our members.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature Robert J Swan Date 4/11/2023

Special District Risk Management Authority Board of Directors Candidate's Statement of Qualifications

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted**. No statements are endorsed by SDRMA.

Candidate* **ACQUANETTA WARREN**
 District/Agency **Local Agency Formation Commission (LAFCO) for San Bernardino County**
 Work Address **1170 W. Third Street, Unit 150, San Bernardino, CA 92415-0490**
 Work Phone **(909)388-0480** Home Phone

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? **(Response Required)**

As a City Mayor I have been fortunate to serve on regional boards that include special district representation: San Bernardino Countywide Oversight Board and Southern California Water Coalition's Board of Trustees. I realize that special districts, especially the smaller districts, are not included in the conversation for a variety of matters. Currently, I serve on San Bernardino LAFCO and the California Association of LAFCOs, which do have robust special district representation. I believe that my skills, experience, and understanding can contribute to SDRMA. Specifically, I want to contribute by developing programs that would help member agencies maximize their protection and minimize their risks.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) **(Response Required)**

I currently serve as mayor for the City of Fontana. This is my fourth term, and my focus has been bolstering economic development, creating educational opportunities, improving public safety, and advocating for a healthier community. As mayor, I have been fortunate to serve on:

- San Bernardino LAFCO since 2014, serving currently as Vice Chair of the Commission. I am also a Board Member of the statewide organization of LAFCOs, CALAFCO, serving as Treasurer
- San Bernardino County Transportation Authority: Board of Directors, General Policy Committee, and Transit Committee
- San Bernardino County Racial Equity Committee for the San Bernardino Council of Governments
- San Bernardino Countywide Oversight Board

In addition, I am the current Chair for the Southern California Water Coalition's Board of Trustees as well as Co-Chair of its Task Force for Water Equity, Access, and Affordability.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?
(Response Required)**


Aside from being Mayor for the City of Fontana, I am currently the District Director for the Second Supervisorial District for San Bernardino County and I coordinate district services and communications with constituents, I oversee community outreach efforts, as well as supervise district staff.

In addition to local-level involvement, I have served on the State Park Commission and as a trustee of the United States Conference of Mayors, an official non-partisan organization of cities in the United States with populations of 30,000 or more. I have also served in community organizations such as Water/Recycled Water Projects and Development Processing for New Communities, Casa Colina Rehabilitation Hospital Board of Directors, and the Upland YMCA Board of Directors.

What is your overall vision for SDRMA? (Response Required)

My vision for SDRMA is to ensure that it continues to be the best risk management agency, who will continue to listen and communicate with its member agencies. I would strive to make sure SDRMA continues to provide excellent service, provide educational and training programs that are beneficial to its member agencies, and offer more resources that add value to its members. Lastly, I want to make sure SDRMA operates in the highest ethical manner with complete transparency.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date 4/25/2023

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate* Jesse D. Claypool
 District/Agency Honey Lake Valley Resource Conservation District
 Work Address USDA Service Center 170 Russell Avenue, Suite C, Susanville, CA 96130
 Work Phone 530-257-7271 Cell Phone 530-310-0232

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

My interest for being on the SDRMA Board of Directors is because I believe it is imperative for there to be a knowledgeable and experienced voice on the Board with the perspective of the small to mid-size special district. In addition, I am eager to continue working with SDRMA staff and fellow Board members, providing relevant and affordable solutions, available to all special districts.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

The vast amount of understanding and experience that I've gained as a current member of the SDRMA Board of Directors will undoubtedly aide as I continually strive to be an increasingly effective member of the SDRMA Board of Directors going forward.

In addition to being a current SDRMA Board member, I am currently Chairman of the Board for the Honey Lake Valley Resource Conversation District and a board member of a Regional Water Managment Group. Previously I have served on the following, Lassen County's Civil Grand Jury, two terms, CSDA Professional Development committee, two terms, Janesville Union School District trustee, Technical Advisory Committee for the prevention of violence against schools K-12, two terms, and CSDA Member Services committee, two terms.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**


What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

I have attended various board member trainings and completed leadership and governance classes, including the following; CSDA's Extraordinary Leadership Training and CSDA's Special District Leadership Academy. I have received CSDA's Recognition in Special District Governance certificate and successfully completed Executive Education in Public Policy at University of Southern California, Sol Price School of Public Policy.

What is your overall vision for SDRMA? (Response Required)

My continued vision for SDRMA is to be effective within the communities they serve. With focused attention to affordable solutions, administered by a team of highly dedicated professional staff, SDRMA will continue to be an industry leader providing affordable solutions to its members.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature  Date 4/20/2023

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted.** No statements are endorsed by SDRMA.

Candidate* Sandy Seifert-Raffelson
 District/Agency Herlong Public Utility District
 Work Address P O Box 115, Herlong CA 96113
 Work Phone (530)827-3150 Cell Phone (530)310-4320

*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

I am a current Board member of SDRMA and feel that I have added my financial and general manager background to make a better-informed decision for SDRMA members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 35 plus years' experience in accounting and special districts.

I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limited revenue and staff. My experience in small districts give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise within. I feel I am an asset to this Board, and would love a chance to stay on 4 more years!

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board, Vice-President and currently President. I have served on CSDA's Audit and Financial committee's for several year; I have served on the SDFL Board and current President; Northeastern Rual Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 18 years; and UC Davis Equine Board. In the past 30 years, I have learn that there is no "I" in Board and it can be very rewarding to part of a team that makes a difference for others.

As part of my many duties working for Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first policies for HPUD. I have administered the financial portion of 2 large capital improvement projects with USDA as well as worked on the first ever successful water utility privatization project with the US Army and department of Defense. I am currently in the middle of a 14 million infrastructure project with SRF monies. I am also the primary administrator of two federal contract for utility services.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

I have my Bachelor's Degree in Business with a minor in Sociology. I have audit small districts and worked for a small district for almost 18 years. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

With HPUD and with SDRMA both boards and employees have worked hard to receive their District of Distinction and their District of Transparency.

I feel I am a good leader with people skills that can accomplish what is necessary to keep a District or JPA moving forward.

What is your overall vision for SDRMA? (Response Required)

SDRMA Staff and Board work together to bring Special Districts affordable insurance for the pool they serve. By

listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would continue advocating for these continued efforts and rewarding continue education for all Districts and employees.

I see SDRMA pool continuing for centuries and serving those needs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature *Janet Seifert Rappelson* Date 4/17/2023

Agenda

Item #4

MONTECITO FIRE PROTECTION DISTRICT

Minutes for the Regular Meeting of the Board of Directors

Held at Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, CA 93108 on May 22, 2023 at 2:00 p.m.

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

Present: Director van Duinwyk, Director Lee, Director Easton, Director Dougherty, Director Powell. Chief Neels and District Counsel Mark Manion were also present.

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

There were no public comments at this meeting.

- 2. Report from the Finance Committee. (Strategic Plan Goal 8)**

- a. Receive budget development presentation and review the recommended Preliminary Budget for FY 2023-24.**

Chief Neels and Accountant Nahas provided a power point presentation regarding budget development and recommended Preliminary Budget for FY 2023-24.

- b. Consider recommendation to approve March and April 2023 financial statements.**

Director Lee provided a report regarding the March and April 2023 financial statements. Motion made by Director Lee, seconded by Director Powell, and unanimously passed to approve the March and April 2023 financial statements.

- c. Review PARS Post-Employment Benefits Trust statements for March 2023.**

Director Lee provided a report regarding the PARS Post-Employment Benefits Trust statement for March 2023.

- 3. Approval of Minutes of the April 24, 2023 Regular Meeting.**

Motion to approve the minutes of the April 24, 2023 Regular meeting made by Director Easton, seconded by Director Powell, and unanimously passed.

- 4. Fire Chief's report.**

Battalion Chief Hudley provided a power point presentation regarding the Public Access Defibrillation Program. Fire Marshal Briner provided an update regarding the following projects: Neighborhood Chipping, Roadside Weed Abatement, Tag and Trim, Fuels Mitigation, Herbivory, and Defensible Space mailers. Chief Hudley provided an update regarding Station 92 repairs. Chief Neels stated the Department joined the Hands Across Montecito team, performing a walk along the homeless corridor of the railroad tracks last Friday. The Chief stated the Wildfire Preparedness Community meeting will be held at El Montecito Church on June 28th at 6:00 p.m. Chief Neels stated the Montecito Flood Mitigation Master Plan meeting will be held at the Montecito Library tomorrow at 5:30 p.m. The Chief noted a department representative will be present. The Chief stated that he would be attending the California Fire EMS Disaster Conference tonight through Thursday.

5. Board of Director's report.

There were no items to report at this meeting.

6. Suggestions from Directors for items other than regular agenda items to be included for the June 26, 2023 Regular Board meeting.

Director Easton suggested that the District's Joint Fire Station Committee meet with the Carpinteria-Summerland Fire District's Joint Fire Station Committee.

7. CLOSED SESSION:

a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code section 54956.8)

Property: 100 Innovation Place, Summerland, CA

Agency Negotiators: Directors Dougherty and van Duinwyk

Negotiating parties: UC Investments

Under negotiation: Price and terms of payment

The Board reported out of closed session at 3:51 p.m. with no reportable action.

Meeting Adjourned at 3:52 p.m.

President Peter van Duinwyk

Secretary Sylvia Easton