

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

September 25, 2017 at 2:00 p.m.

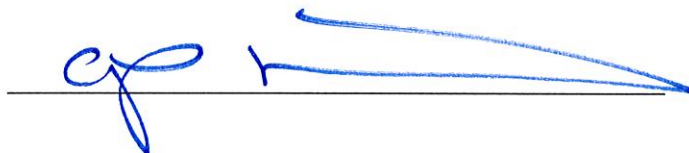
Agenda items may be taken out of the order shown.

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 p.m. – Receive presentation from Jeff Small, Managing Partner of Capitol Public Finance Group (Capitol PFG), regarding memorandum on Funding Pension and Other Post-Employment Benefits. (Strategic Plan Goal 9.1)
3. Discussion item: Review initiatives 1, 2 and 3 of the Public Information and Education Project. (Strategic Plan Goal 10.1)
4. Consider recommendation for approval of Resolution 2017-06, Adoption of the Final Budget for the Fiscal Year 2017-18. (Strategic Plan Goal 9.1)
5. Consider recommendation for approval of the Annual Employee Reimbursement Disclosure report. (Strategic Plan Goal 9.1)
6. Discussion item: Fire Danger Signs. (Strategic Plan Goal 3.3)
7. Approval of Minutes of the July 24, 2017 Regular Meeting.
8. Fire Chief's report.
9. Board of Director's report.
10. Suggestions from Directors for items other than regular agenda items to be included for the October 23, 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 September 21, 2017.

MONTECITO FIRE PROTECTION DISTRICT

A handwritten signature in blue ink is written over a horizontal line. The signature consists of a cursive 'C' followed by a series of loops and a long horizontal stroke that tapers to a point on the right.

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 #2



## **Montecito Fire Protection District**

### **Update on Funding Pension and Other Post-Employment Benefits**

#### **As of September 25, 2017**

#### **Background Information**

The District has several options for managing its pension and other post-employment retirement benefits (OPEB). The purpose of this report is to review the District's current pension and OPEB obligations, identify strategies that the District may utilize to cost effectively manage these liabilities, and provide recommendations that will assist the District in optimizing its available options.

In 2014, the District commissioned a Financial Analysis Related to Budgeting and Long Term Liabilities. The purpose of this report was to provide an independent and objective analysis of the District's near-term budget projections, capital plan and retirement benefits. Since the presentation of that report, the District has achieved several important goals such as implementing Financial Policies and Procedures, established reserve levels and target funding levels for both pension benefits and OPEB.

The District also made substantial progress toward funding its OPEB trust by making contributions that have increased the balance from approximately \$2,970,365 to over \$10 million. Today, the OPEB Trust is very well funded, and will likely be fully funded within the next three years. We are recommending that the District continue to make only required annual contributions and monitor the funded status of the trust.

The District wishes to build on these accomplishments by revisiting the status of long-term liabilities in order to ensure fiscal stability and the ability to offer affordable and secure benefits to current and past employees.

#### **Unfunded Liabilities**

Of particular concern are the rising costs of pension benefits due to changes made by the Board of the California Public Employees Retirement System (CalPERS). Changes in the investment rate assumption from 7.5% to 7.0% is the latest reason for increasing costs. When CalPERS lowers the investment rate assumption, more assets are needed in the retirement plan. The lack of assets can be referred to as Unfunded Liabilities.

Unfunded Liabilities represent the loan amount that the district owes to CalPERS for its pension plans. Namely, the Miscellaneous Plan, Safety Plan and the recently established Public Employees' Pension Reform Act of 2013 (PEPRA) Safety Plan, which applies only to safety personnel hired after July 1, 2013.

#### ***Contribution Rates for Miscellaneous Employees***

Each year, CalPERS provides the District with an employer contribution rate. For Fiscal Year 2017-18, the contribution rate for active miscellaneous employees is approximately 22.9% with the District paying approximately 14.4% and the employee paying the remaining 8.5%.

In dollars, the employer contribution for current obligations is approximately \$150,000 with an additional \$96,000 charged to pay down unfunded liabilities.

### ***Contribution Rates for Safety Employees***

For Fiscal Year 2017-18, the contribution rate for active safety employees is approximately 28.5% with the District paying approximately 20% and the employee paying the remaining 8.5%. In dollars, the employer contribution for current obligations is approximately \$1.1 million with an additional \$768,000 charged to pay down unfunded liabilities.

In addition to these contribution rates, last year the District was able to make an additional contribution to help pay down its CalPERS liability in order to maintain a target funded status of 80% or more.

### **General Fund and Supporting Reserve Funds**

For 2017-18, the District anticipated a surplus of approximately \$455,000 prior to approximately \$1,475,000 of transfers to repay its pension bond, fund Capital Reserves and Land and Building Reserves. The District plans to draw from its Unrestricted Reserve in the approximate amount of \$1 million to fund the balance of the transfers. The District is able to fund its operations while maintaining its levels of targeted reserves. **Table 1** shows the District's reserves as of July 1, 2017.

The District utilizes conservative budget projections and should be able to meet its Final Budget and have additional funds that can be used to offset long-term liabilities. The amount of additional funds will depend on a number of factors including the variances between budgeted and actual revenues and expenditures and funding priorities. Based on our review of the 2017-18 Budget and Actual 2016-17 results, and historical performance of the District, it is reasonable to assume a residual of approximately \$1 million could be allocated to reducing unfunded retirement liabilities.

Additionally, the District would benefit by transferring \$1-\$2 million from the Land & Building Fund to CalPERS to reduce its unfunded liability. Although this would reduce reserves for a new station to approximately \$4 million, the benefits of reducing unfunded liabilities is greater than current interest rates on funds held at the County.

### **CalPERS Pension Payment Calculations**

CalPERS has a very complex methodology for calculating payments on unfunded liabilities. The payments reflect amortization bases for each plan. An amortization base means that CalPERS divides up each plan's liability into separate small loans. Each loan is charged interest at the then prevailing rate i.e., 7.375% and amortized (i.e., paid off) in different time frames.

**TABLE 1**

| <b>Reserves</b>        |                     |
|------------------------|---------------------|
| Catastrophic           | \$2,400,000         |
| Economic Uncertainties | \$3,670,000         |
| Unrestricted Residual  | \$85,428            |
| Capital Reserves Fund  | \$2,616,333         |
| Land & Building Fund   | \$6,033,344         |
| <b>Total</b>           | <b>\$14,805,105</b> |

*Source: Montecito Fire Protection District Final Budget Draft Fiscal Year 2017-18 (8/10/17).*

### ***Amortization Bases***

Calculations used to determine amortization and pay-off of the new bases are complex and do not lend themselves to be refinanced like a typical loan because the base and amortization adjusts each year.

In order to understand the options that are available to the District, it is helpful to understand the amortization bases for each plan:

- Side Fund Base - established when small plans merged with larger ones. CalPERS created a fixed liability to account for the difference between the unfunded status of the pool and the funded status of a District's Plan. The District utilized proceeds from the 2011 Pension Obligation Bond (POB) to prepay its Side Fund Liability.
- Pre-2013 Liability – Beginning in 2013-14, CalPERS adopted several new bases to ensure equity among risk pools after the passage of PEPRA. PEPRA changed pension formulas for new employees hired after January 1, 2013, by reducing the rates the District pays for these employees. When the classic Safety and Miscellaneous Plans closed to new members, this resulted in an unfunded liability.
- Assumption Change – CalPERS conducts its experience study every 4 years. For any assumption change, such as mortality rates, retirement rates, or changes to the discount rate, CalPERS adds a new amortization base.
  - In the 2016, 2017 and 2018 valuation, there will be a new assumption change base to account for the effect of changing the discount rate from 7.5% to 7.0% over the 3 year period.
- Asset and Non-Asset (Gain)/Loss - Each year, investment returns and plan changes receive a new base that is amortized using a 30 year pattern. Theoretically, over a 30 year period, gains will cancel losses. Prepayment of these two bases is therefore not recommended.
  - Asset (Gain)/Loss – Is the difference in asset valuation caused by the real market return and the actuarial long-term rate of return assumption which is 7.375% in the 2016 valuation and will be 7.25% in the 2017 valuation.
  - Non-Asset (Gain)/Loss – Is the difference in liability valuation caused by the actual retirement plan experience and the actuarial assumption. For example, CalPERS payroll increase assumption is currently 3% per year. If a plan has 5% payroll increase for its active employees, it will increase the liability.

### **Public Agencies Post-Employment Benefits Trust**

In May 2017, the Board approved the Post-Employment Benefits Trust administered by the Public Agency Retirement Services (PARS). The trust is a combined trust allowing the District to set aside funds for the purpose of pre-funding its CalPERS pension obligation and to pre-fund OPEB.

Assets held in the trust are irrevocable and designed to only prefund and offset pension and health care benefits. The trust is beneficial in that it allows the District to maintain control over the ability to retrieve and invest funds that are needed to meet ongoing health care and pension obligations. Further, the District can earn greater investment earnings than if the funds were deposited in a Board restricted fund held at the County.



### ***Pension Rate Stabilization Program***

The Stabilization Program was approved by the Board in May 2017. It allows the District to set aside money that would be available to offset anticipated contribution increases or pay down existing unfunded liabilities. Funds are held in a trust for the purpose of making future contributions of the District's required pension contributions and any employer contributions in excess of the required contributions at the discretion of the District.

The Rate Stabilization Fund acts as a reserve. It can be used to make annually required contributions should there be a significant property tax loss in the County. We believe it is prudent to ultimately keep a one year CalPERS payment in the PARS reserve. Amounts above that should be transferred to pay down unfunded pension liabilities such as the 2013 Liability and Assumption changes. Currently, the balance in the Rate Stabilization Fund is \$1,200,000 with an additional contribution of \$1.8 million expected in Fiscal Year 2017-18, for a total of \$3 million by June 30, 2018. We recommend that the District maintain a reserve balance of \$3 million, with a floor equivalent to the then current fiscal year's plan contribution estimated at \$2.2 million for Fiscal Year 2017-18.

### ***Health Care Plan Program***

The Post-Retirement Health Care Plan Trust was adopted by the Board in October 2009. The purpose of this program is to pre-fund OPEB. Funds can be accessed anytime to pay health care premiums for retired employees.

The District reached its target of funding 80% of the plan in 2016. As of June 1, 2017, the

**TABLE 2**

| <b>GASB Funded Status</b>       |              |
|---------------------------------|--------------|
| Actuarial Accrued Liability     | \$11,969,224 |
| Actuarial Value of Assets       | \$9,848,467  |
| Unfunded AAL                    | \$2,120,757  |
| Funded Ratio                    | 82.28%       |
| Annual Covered Payroll          | \$6,956,000  |
| UAAL as a Percentage of Payroll | 30.49%       |

*Source: Demsey, Filliger and Associates, Post-Employment Benefit Plan, June 1, 2017.*

District's GASB 45 Disclosure Report, prepared by Demsey, Filliger and Associates, indicated the funding status of the Health Care Program as shown in **Table 2**.

Based on the PARS account statement, as of May 31, 2017, the ending balance of the Trust was \$10,314,312, which suggests that the trusts performance has exceeded expected investment returns. It is possible that a deposit of less than the \$2,120,757 would result in a fully

funded program. Assuming that the Actuarial Accrued Liability can be rolled over to the May 31, 2017 account statement date, our working assumption is that a deposit of \$1,654,912 would fully fund the program. The trust will achieve its fully funded status naturally based on the District continual payment of its annually required contribution, which includes amortization of the remaining unfunded liability.

In today's dollars, the normal cost of post-employment benefits are approximately \$645,000 assuming that the Health Care Program is fully funded. A fully funded Program will result in budget savings of approximately \$157,000 based on the current funding status and working assumptions of the Program.



### CalPERS Payment Options

The District's unfunded accrued liability has increased as of the June 30, 2016 valuation. The increase was due to an investment return of 0.6% and an assumption change. The result was a decline in the funding status of both the Miscellaneous Plan and Safety Plan. The Miscellaneous Plan's funded status dropped from 80.7% funded to 74.8% funded. According to CalPERS, 2017 will bring a gain of 4% as the rate of return was 11.2%. The funded status of the Safety Plan is about the same due to similar circumstances. The current funded ratios are as low as they've been since 2011.

CalPERS permits District's to amortize the entire unfunded liability over a pre-determined period. The current amortization schedule is 30 years. Alternative options are also available for 20 and 15 years. The shorter the period, the larger the annual payment and estimated interest cost savings. There are two downsides to the CalPERS amortization schedule. First, they are binding and can't be redesigned once they are set. The second is that the amortization schedules reflect all individual bases, including those that are designed to cancel themselves out over time.

As an alternative to entering into the CalPERS amortization schedule, the District can take a different approach that involves paying off bases that are relatively certain as to amount and time period. This approach is described below.

#### ***Potential Pre-Payments***

The table below shows the bases that can be prepaid using one-time money. When the base is prepaid, the associated unfunded liability is liquidated along with the annual expense associated with amortizing the base associated with it. Prepayments can be in-whole or in-part and are completely within the District's discretion.

#### ***Potential Pre-Payments – Safety Plan***

According to the most recent CalPERS report as of August 2017, CalPERS projects the balance of the safety unfunded liability to be approximately \$19,515,219. As illustrated in **Table 3**, of this amount, there is approximately \$10,769,864 that is a candidate for prepayment.

**TABLE 3**

| <b>Safety Plan - Potential Pre-Payments</b> |                                    |                          |                                  |
|---|------------------------------------|--------------------------|----------------------------------|
| <b>Base</b>                                 | <b>Amortization Period (Years)</b> | <b>Balance 6/30/2017</b> | <b>Scheduled Payment 2017-18</b> |
| Pre-2013 Pool UAL                           | 19                                 | \$5,697,288              | \$430,696                        |
| Assumption Change                           | 18                                 | \$3,827,147              | \$142,475                        |
| Assumption Change                           | 20                                 | \$1,245,429              | -\$46,907                        |
| <b>TOTAL</b>                                |                                    | <b>\$10,769,864</b>      | <b>\$526,264</b>                 |

Source: CalPERS Actuarial Valuation – June 30, 2016.

**Table 4** shows the adjustable bases for the Safety Plan. As previously stated, we recommend against prepaying the adjustable bases as they should offset each other over time.

TABLE 4

| <b>Safety Plan - Adjustable Bases</b> |                                    |                          |                                  |
|---------------------------------------|------------------------------------|--------------------------|----------------------------------|
| <b>Base</b>                           | <b>Amortization Period (Years)</b> | <b>Balance 6/30/2017</b> | <b>Scheduled Payment 2017-18</b> |
| 2013 Asset (Gain)/Loss                | 27                                 | \$7,999,186              | \$323,004                        |
| 2014 Asset (Gain)/Loss                | 28                                 | -\$5,800,882             | -\$158,684                       |
| 2015 Asset (Gain)/Loss                | 29                                 | \$3,471,075              | \$48,878                         |
| 2016 Asset (Gain)/Loss                | 30                                 | \$4,168,283              | \$0                              |
| 2013 Non-Asset (Gain)/Loss            | 27                                 | -\$486,109               | -\$19,629                        |
| 2014 Non-Asset (Gain)/Loss            | 28                                 | \$69,792                 | \$1,909                          |
| 2015 Non-Asset (Gain)/Loss            | 29                                 | -\$12,314                | -\$173                           |
| 2016 Non-Asset (Gain)/Loss            | 30                                 | -\$663,676               | \$0                              |
| <b>TOTAL</b>                          |                                    | <b>\$8,745,355</b>       | <b>\$195,305</b>                 |

Source: CalPERS Actuarial Valuation – June 30, 2016

Potential Pre-Payments – Miscellaneous Plan

The Miscellaneous Plan unfunded liability is approximately \$2,259,550. As further shown in **Table 5**, of this amount, there is approximately \$1,382,560 that is a candidate for prepayment.

TABLE 5

| <b>Miscellaneous Plan - Potential Pre-Payments</b> |  |                              |  |
|--|--|------------------------------|--|
| <b>Base</b>  | <b>Amortization<br/>Period<br/>(Years)</b> | <b>Balance<br/>6/30/2017</b> | <b>Scheduled<br/>Payment<br/>2017-18</b> |
| Pre-2013 Pool UAL                                  | 18   | \$812,291                    | \$63,457                                 |
| 2014 Assumption Change                             | 18   | \$425,315                    | \$15,833                                 |
| 2016 Assumption Change                             | 20   | \$144,954                    | -\$4,001                                 |
| <b>TOTAL</b>                                       |  | <b>\$1,382,560</b>           | <b>\$75,289</b>                          |

Source: CalPERS Actuarial Valuation, June 30, 2016.

TABLE 6

| <b>Miscellaneous Plan - Adjustable Bases</b> |  |                              |  |
|--|--|------------------------------|--|
| <b>Base</b>                                  | <b>Amortization<br/>Period<br/>(Years)</b> | <b>Balance<br/>6/30/2017</b> | <b>Scheduled<br/>Payment<br/>2017-18</b> |
| 2013 Asset (Gain)/Loss                       | 27   | \$795,083                    | \$32,105                                 |
| 2014 Asset (Gain)/Loss                       | 28   | -\$686,190                   | -\$18,771                                |
| 2015 Asset (Gain)/Loss                       | 29   | \$421,343                    | \$5,933                                  |
| 2016 Asset (Gain)/Loss                       | 30   | \$490,197                    | \$0                                      |
| 2013 Non-Asset (Gain)/Loss                   | 27   | -\$50,736                    | -\$2,049                                 |
| 2014 Non-Asset (Gain)/Loss                   | 28   | \$742                        | \$20                                     |
| 2015 Non-Asset (Gain)/Loss                   | 29   | -\$33,721                    | -\$475                                   |
| 2016 Non-Asset (Gain)/Loss                   | 30   | -\$59,728                    | \$0                                      |
| <b>TOTAL</b>                                 |  | <b>\$876,990</b>             | <b>\$16,763</b>                          |

Source: CalPERS Actuarial Valuation – June 30, 2016

Together, Safety and Miscellaneous Plan bases with potential for prepayment total approximately \$12,152,424 while approximately \$9,622,345 are liabilities that should offset each other over time.

**Refinancing Existing Amortization with a Fresh Start**

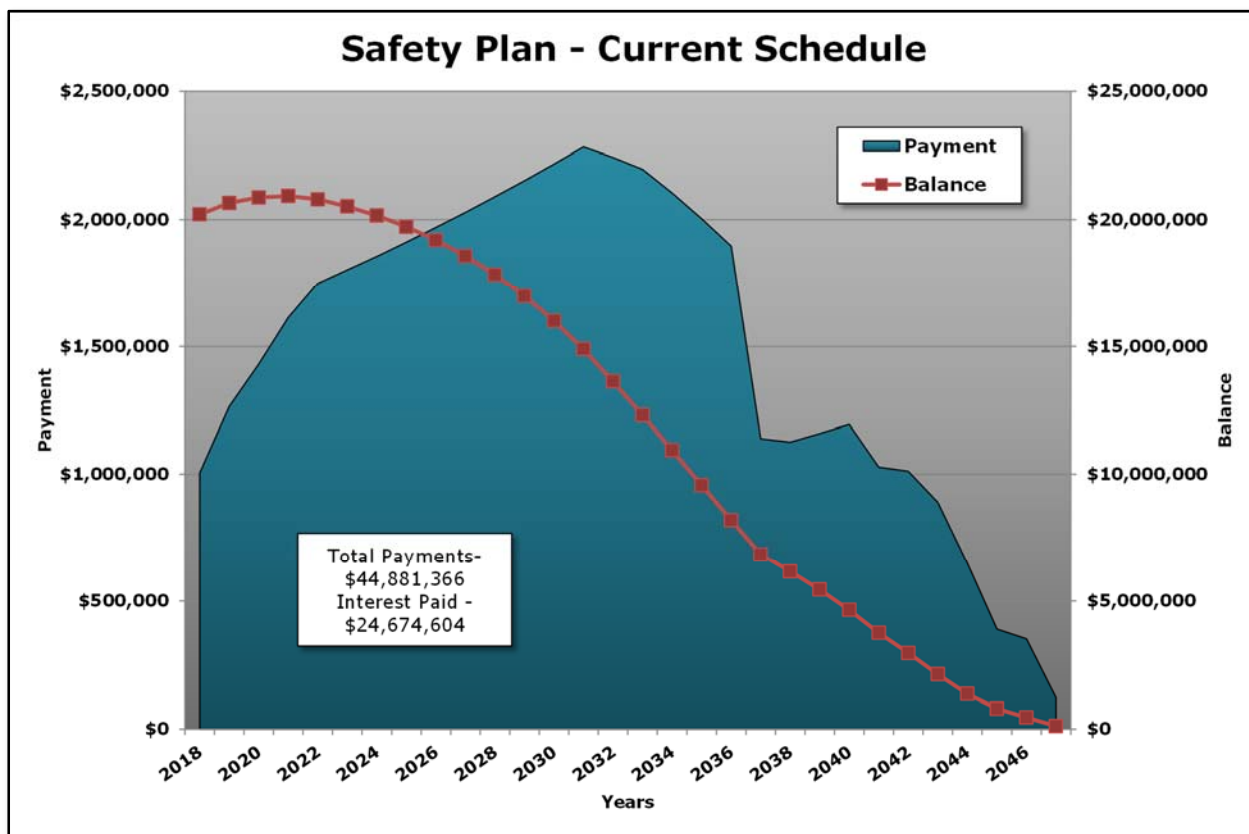
CalPERS offers options that will accelerate the repayment of the unfunded liability. This methodology involves lumping the bases into one liability and prepaying it using level rate payments. Payments are increased by 3% for each year. Payment schedules are adjusted each year based on CalPERS amortization policy, which combines positive bases that increase the unfunded liability and negative bases that decrease the unfunded liability. These changes are the result of plan changes, assumption changes, investment earnings and plan

experience. The tables below reflect amortization schedules as of June 30, 2016, and may not match future payments.

30 Year Amortization Schedule and Alternatives – Safety Plan

The current 30 Year Amortization Schedule provided by CalPERS is illustrated in **Chart 1** below. As of June 30, 2018, CalPERS projects the Safety Plan to have an unfunded liability of approximately \$20,206,763 and decline over a 30 year period. Annual payments begin at \$1,005,029 and increase based on CalPERS amortization policy, which results in an unusual payment pattern peaking at approximately \$2.3 million in 2030-31 and declining thereafter.

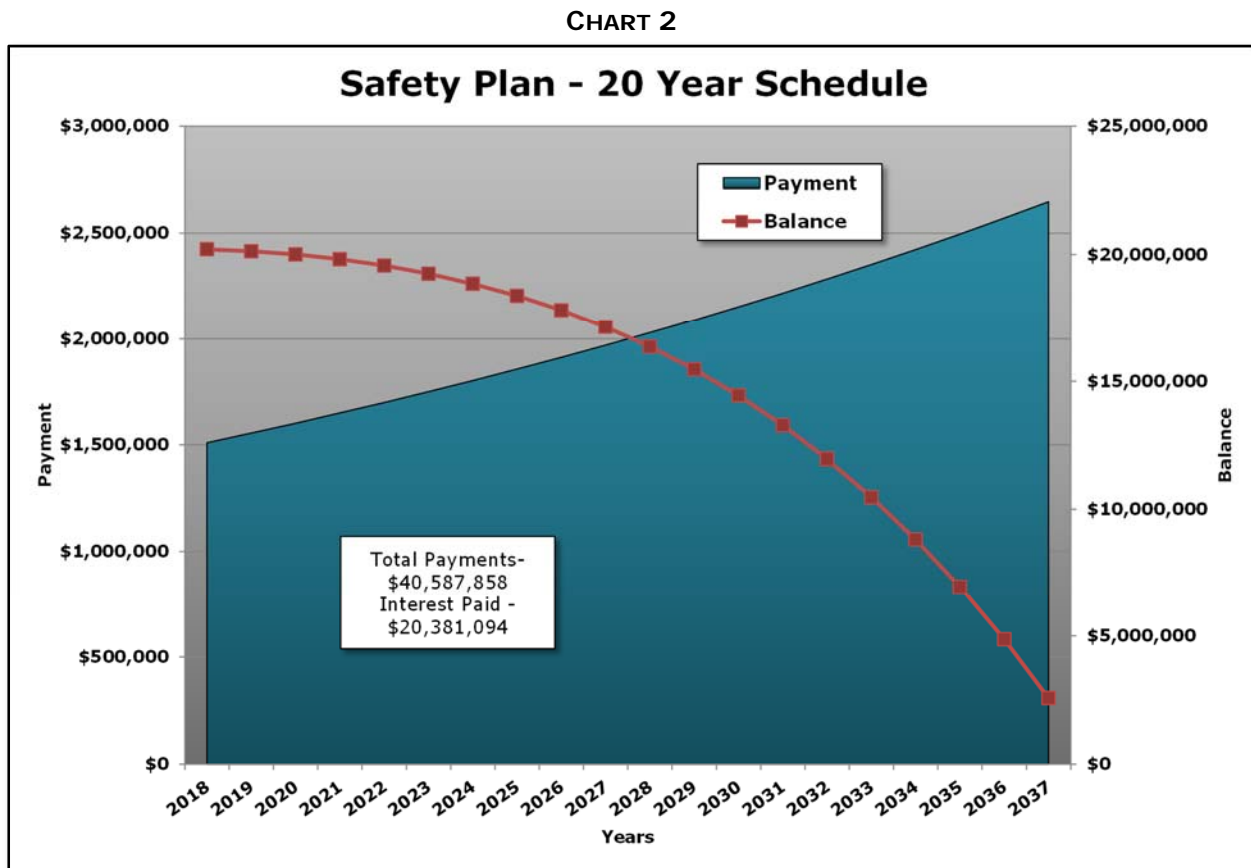
CHART 1



Source: CalPERS Actuarial Valuation, June 30, 2016.

20 Year Alternative Amortization Schedules – Safety Plan

CalPERS offers a 20 Year and 15 Year amortization schedules for entities who wish to pay off unfunded liabilities sooner than 30 years. The alternative schedules result in higher annual payments and lower costs. As seen in **Chart 2** below, annual payments for the 20 Year begin at \$1,510,506 and escalate through maturity. The estimated interest savings of the 20 Year schedule is \$4,293,508 over the 30 year option.

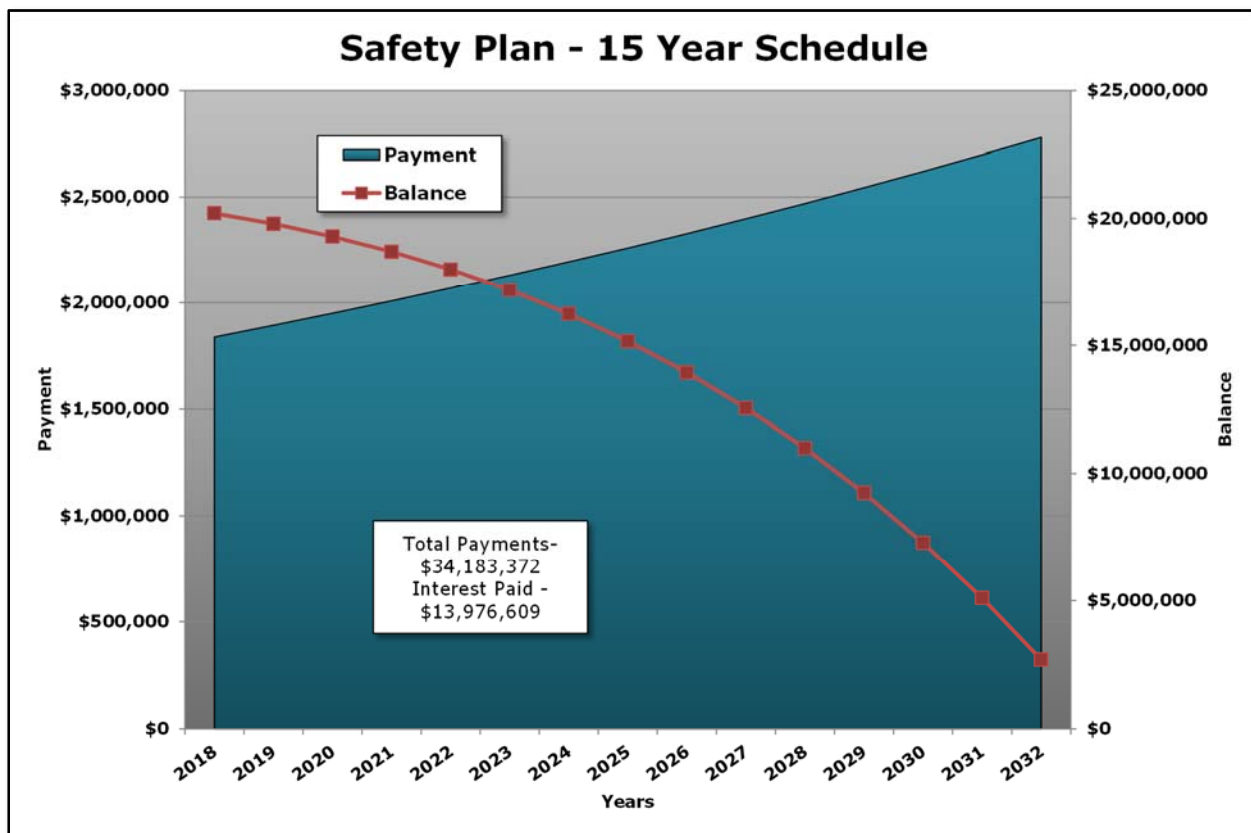


Source: CalPERS Actuarial Valuation, June 30, 2016.

15 Year Alternative Amortization Schedules – Safety Plan

As seen in **Chart 3** below, annual payments for the 15 Year begin at \$1,837,923 and escalate through maturity. The estimated interest savings of the 15 Year schedule is \$10,697,993 over the 30 year option.

CHART 3

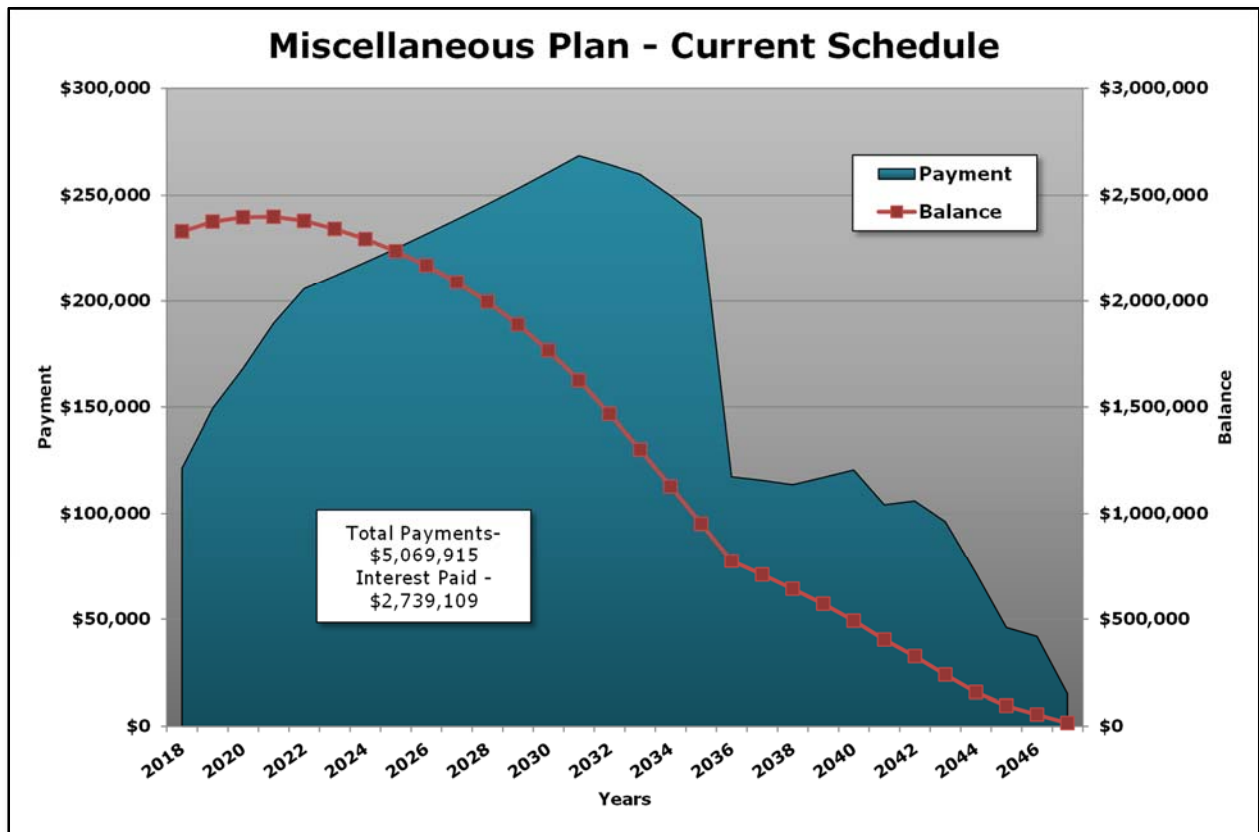


Source: CalPERS Actuarial Valuation, June 30, 2016.

30 Year Amortization Schedule and Alternatives – Miscellaneous Plan

The current 30 Year Amortization Schedule provided by CalPERS is illustrated in **Chart 4** below. As of June 30, 2018, CalPERS projects the Miscellaneous Plan to have an unfunded liability of approximately \$2,330,806 and decline over a 30 year period. Annual payments begin at \$121,426 and increase based on CalPERS amortization policy, which results in an unusual payment pattern peaking at approximately \$268,705 in 2030-31 and declining thereafter.

CHART 4

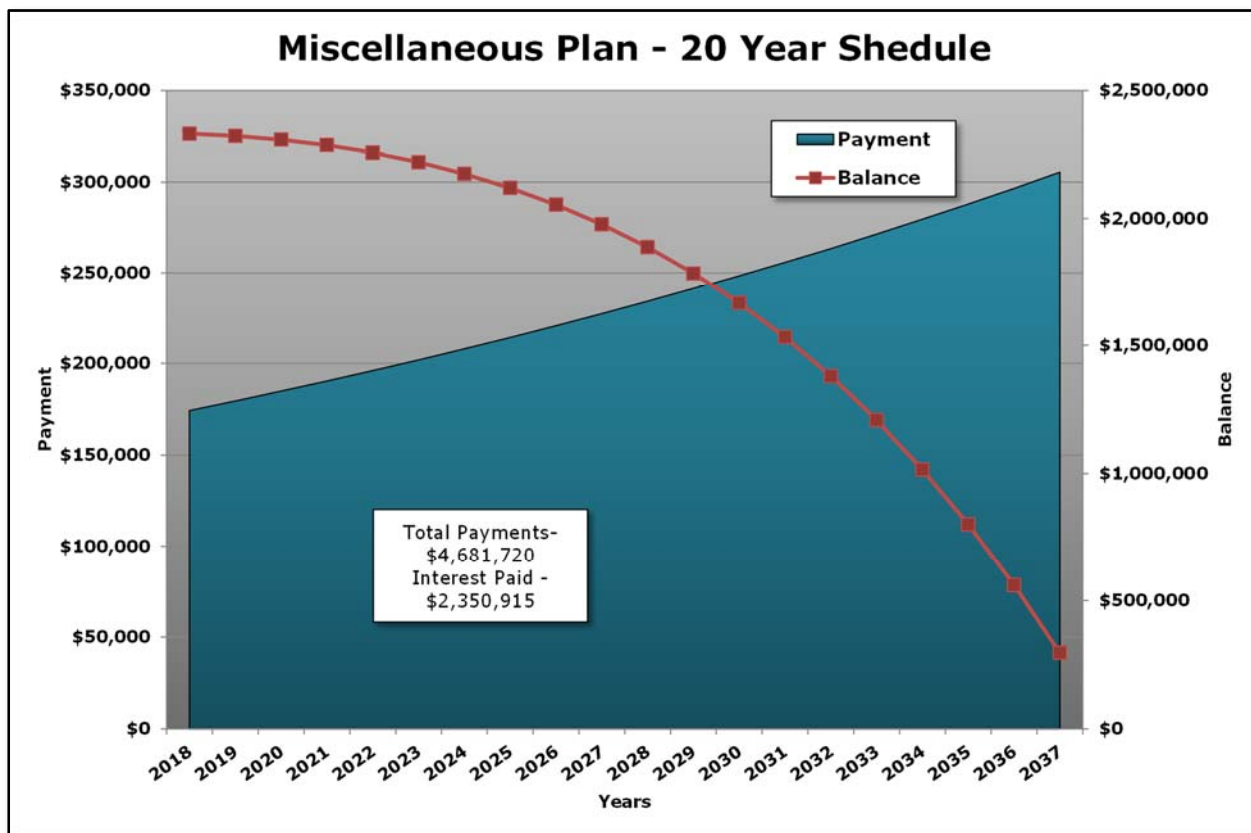


Source: CalPERS Actuarial Valuation, June 30, 2016.

20 Year Alternative Amortization Schedules – Miscellaneous Plan

As seen in **Chart 5** below, annual payments for the 20 Year begin at \$174,234 and escalate through maturity. The estimated interest savings of the 20 Year schedule is \$388,194 over the 30 year option.

CHART 5

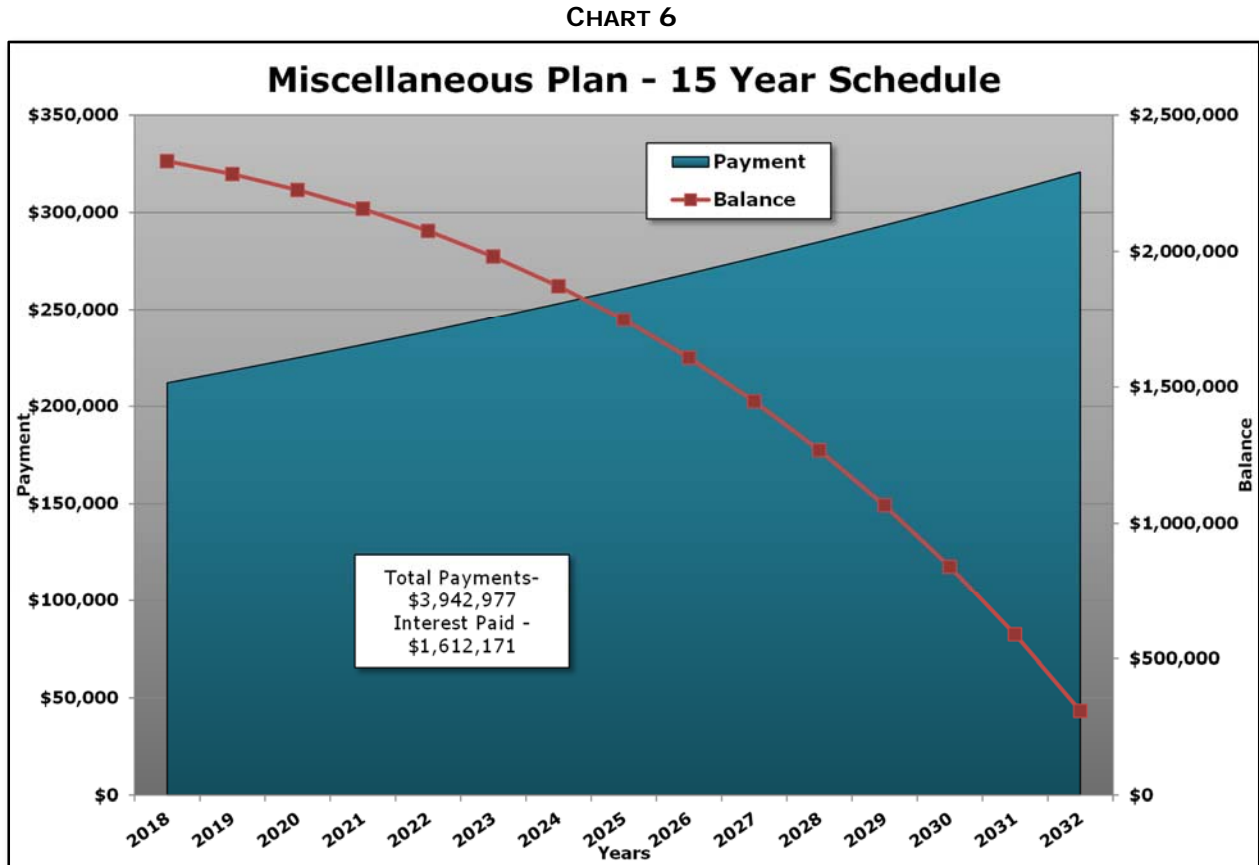


Source: CalPERS Actuarial Valuation, June 30, 2016.



15 Year Alternative Amortization Schedules – Safety Plan

As seen in **Chart 6** below, annual payments for the 15 Year begin at \$212,000 and escalate through maturity. The estimated interest savings of the 15 Year schedule is \$1,126,938 over the 30 year option.



Source: CalPERS Actuarial Valuation, June 30, 2016.

A word of caution, once a district decides to use a level rate payment, CalPERS will not permit the district to later come back and request an extension. However, it can continue to shorten the amortization.

**Repayment of 2011 Pension Obligation Bond and Reallocation of Revenues**

In 2018, the District will make the final debt payment on its \$3.52 million POB issued in 2011 to extinguish its side fund obligation. This will reduce annual expenditures from 2015-16 levels by approximately \$740,000. During the final two years of the POB, payments declined to approximately \$452,000 in 2016-17 with the final payment of approximately \$150,000 in 2017-18, when the POB is fully repaid. The District should consider allocating cost savings of approximately \$750,000 on and after 2017-18 to begin to pay down similar liabilities such as the Pre-2013 Liability. Such an action would be consistent with the District's past practice of paying down CalPERS liabilities with known amortization periods, amounts and no other offsetting gains available to CalPERS to offset prior year losses.

In addition, by beginning the process of directed partial prepayments, the District can accomplish its objective of minimizing the costs of carrying unfunded liabilities without incurring more expensive third party financing options.

In general, paying down bases with shorter amortization periods have the greatest impact on reducing required contributions in the short-term whereas paying off bases with the longest amortization periods has the greatest long-term interest savings. Therefore, if the objective is freeing up revenue, pay off the short-term base. If it is to minimize overall costs, pay off the long-term loan.

### **Conclusions and Recommendations**

The District's General Fund and Reserves that are available to support the General Fund meet existing policy requirements. In order to maximize investment earnings and decrease pension costs, the District may want to use \$1-\$2 million from the Land & Building Fund to reduce its unfunded liability at CalPERS. This transfer would decrease reserves in the Land & Building Reserve to \$4 million, which would serve as a minimum balance to ensure sufficient funds for land acquisition and pre-development costs for a new station.

The Funded Status of the District's CalPERS pension is below the 80% target due to CalPERS phasing in a lower investment rate. This change will contribute to increasing pension costs. On the natural, we expect the Funded Status to increase in next year's report due to CalPERS investment earnings rate of 11%, which is 4% above the funding target.

The District can improve the funded status by prepaying known bases, such as the Pre-2013 Unfunded Liability. We recommend that the District use approximately \$1-\$2 million from the Land & Building Fund to pay down a portion of the Pre-2013 Liability. The payment can be split between the Miscellaneous Plan and the Safety Plan on a pro rata basis. Based on the current unfunded liability, approximately 87.5% would be allocated to pay down the Pre-2013 Safety Plan Liability and 12.5% would be applied to the Pre-2013 Miscellaneous Plan Liability.

The Rate Stabilization Fund can be used as an "interim" or alternative investment vehicle to address unfunded liabilities at CalPERS. We recommend maintaining a minimum balance of approximately \$2.2 million, which is equal to the current fiscal year plan contribution. We recommend that balances in excess of \$3 million be used to pay down one or more of the pre-payable bases. In the event the District does not wish to transfer money from the Land & Building Reserve to CalPERS to address the Pre-2013 Liability, it can reallocate the Fiscal Year 2017-18 contribution of \$1.8 million from the Rate Stabilization Fund to CalPERS.

The District's OPEB should be fully funded within the next few years based on current assumptions and the District's continual payment of its annually required contribution. Additional contributions are not required at this time.

We look forward to discussing these options with you and assisting you with arriving at the most suitable option or combinations.

# 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  
**Date:** September 25, 2017  
**Topic:** Review Public Information and Education Project

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### Summary

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In July of 2016, Montecito Fire engaged with Robert TenEyck, Consultant with The Core Idea, to assist Staff in rebranding the Department and refining our message to the stakeholders in our community. Three of the five initiatives included in the original proposal have been completed, or are in progress.

### Proposal Initiatives

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1. Graphic Design Upgrade and Unification
2. Audience Awareness Benchmark Survey
3. "Friends of the MFD" Re-Launch Campaign
4. Develop Iconic Piece (\$10,000-20,000)
5. New Ambassador Presentation Based on 100-Year Anniversary (\$1,500-2,000)

### Initiative 1: \$10,500

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Graphic Design Upgrade and Unification: We recognized that internally we had several logos in circulation and we felt it necessary to upgrade the design and provide guidelines for use of the logos.

Completed items - New MFD logo, new MFPD logo, color and b/w electronic files for all logos, graphics standards/style guide and new designs for all of the following: letterhead, envelopes, business cards, mailing sticker design, e-mail signatures, web page layouts, and tri-fold brochure layout.

Nearing completion - New designs for all the following: Board agendas, internal meeting agendas, staff report, memos, and PowerPoint Presentation template.

### Initiative 2: \$21,250

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Audience Aware Benchmark Survey: In November/December 2016, we conducted a survey of registered voters and employees within the District to gain a better understanding of our audience perception about MFD and its services, and to establish benchmark information.

The survey included 28 questions, and a total of 261 surveys were conducted, which included 60 in-person interviews and 20 phone interviews. Robert TenEyck presented the survey findings at the January Board meetings and provided each Director with a copy of the 25-page “Research Report”.

### **Initiative 3: \$15,000 paid, up to \$11,500 is outstanding**

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“Friends of the MFD” Re-Launch Campaign: The 100-year anniversary of the District presented a natural opportunity for us to reach out to the community to re-introduce the MFD, invite them to our Centennial Anniversary celebration on the 4<sup>th</sup> of July, and ask residents to join a “Friends of the MFD” group to register their support and receive special updates.

In late June 2017, all residents received a personalized letter from Chief Hickman, a “100-year Anniversary” brochure highlighting the deep history of the department, and a supporter card to join the group. In August 2017, all who signed up for the “Friends” group received a “Thank You” Letter via mail and/or e-mail. To date, we have over 300 households in our “Friends” database.

Outstanding items: Quarterly update letter scheduled for November/December 2017, and quarterly letters thereafter.

### **Initiative 4**

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Develop Iconic Piece: The thought behind this initiative was to create device that communicates the District’s story in a unique manner. Ideas include a coffee table book with photos and stories denoting the rich history of the MFPD, or a series of a professionally produced “Day in the Life of MFPD” video to highlight the duties and services we provide.

Due to time constraints and other projects that have taken priority, we have not fully engaged on Initiative 4. However, we came up with alternative option by creating the Commemorative Photo Album to mark the 100-year anniversary. The album contains approximately 100 historical photos and captions and is displayed on our website at [montecitofire.com/100years](http://montecitofire.com/100years). The cost of this project was \$4,500.

### **Initiative 5**

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New Ambassador Presentation Based on 100-Year Anniversary: Develop a 20-30 minute PowerPoint presentation utilizing the 100-year anniversary to present the history of the MFD. Target community and neighborhood groups for presentations.

This project is on hold until 2018, after the first “Friends” quarterly letter is sent.

### **Conclusion**

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Over the last 15 months, we have made significant progress in our community outreach efforts. We will continue to nurture our “Friends” group and the goodwill we have established amongst our community.

# Agenda Item #4





**RESOLUTION NO. 2017-05****RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE MONTECITO FIRE PROTECTION DISTRICT  
IN THE MATTER OF THE ADOPTION OF THE  
FINAL BUDGET FOR THE FISCAL YEAR 2017-18**

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

WHEREAS, the publication required by section 13893 was made; and

WHEREAS, the Board of Directors met at a regular meeting on June 16, 2017, to consider the District's preliminary budget for fiscal year 2017-18 as described and recommended for approval by the Fire Chief, and so adopted said preliminary budget; and

WHEREAS, the Board of Directors on June 16, 2017, ordered that the preliminary budget be available for inspection between the hours of 8:00 a.m. and 5:00 p.m. on regular business days at Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, California, and said budget has been available as described; and

WHEREAS, the Board of Directors on June 16, 2017, set September 25, 2017, 2:00 p.m. at Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, California, as the time to consider and adopt the final budget as required by law, providing that any person may appear and be heard regarding any item in the budget or regarding the addition of other items; and

WHEREAS, no person appeared at the regular meeting to be heard regarding any item in the budget or regarding the addition of other items; and

WHEREAS, after making any necessary changes in the preliminary budget the Board is prepared to adopt a final budget;

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

1. That the Board of Directors adopts the fiscal year 2017-18 final budget for the Montecito Fire Protection District in the form recommended by the Fire Chief at the Board's regular meeting of September 25, 2017.

In summary, the final budget provides as follows:

|  |                |
|--|----------------|
| <u>Fund 3650 – General Fund</u>        |                |
| Salaries & Employee Benefits           | \$ 15,416,290  |
| Services & Supplies                    | 1,822,550      |
| Capital Assets                         | 414,200        |
| Transfer to Pension Obligation Fund    | 155,000        |
| Transfer to Capital Reserves Fund      | 460,000        |
| Transfer to Land & Building Fund       | <u>860,000</u> |
|  | \$ 19,128,040  |
| <u>Fund 3651 – Pension Obligation</u>  |                |
| Services & Supplies                    | \$ 154,840     |
| <u>Fund 3652 – Capital Reserves</u>    |                |
| Capital Assets                         | \$ 512,000     |
| <u>Fund 3653 – Land &amp; Building</u> |                |
| Capital Assets                         | \$ 200,000     |

2. That a copy of said budget shall be forwarded to the County Auditor as required by Health & Safety Code Section 13895. Copies shall be kept on file with District records and shall be available for public inspection.

3. That on July 8, 2014, the voters of the District approved a measure authorizing the District to appropriate the combined total of all revenues from taxes, assessments, interest and any subventions or other aid received in the 2017-18 fiscal year.

PASSED AND ADOPTED by the Governing Board of the Montecito Fire Protection District this 25<sup>th</sup> day of September, 2017, by the following vote, to wit:

AYES:  
NAYS:  
ABSTAIN:  
ABSENT:

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President of the Board of Directors  
Montecito Fire Protection District

ATTEST:

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Secretary of the Board of Directors  
Montecito Fire Protection District

**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DRAFT  
FISCAL YEAR 2017-18**

| FUND 3650 - GENERAL FUND                   |  |                             |                            |                              |                      |
|--|--|-----------------------------|----------------------------|------------------------------|----------------------|
| Account                                    | Line Item Description                            | Strategic Plan<br>Goal Ref. | Final Budget<br>FY 2017-18 | Prelim. Budget<br>FY 2017-18 | Actual<br>FY 2016-17 |
| <b>REVENUES</b>                            |  |                             |                            |                              |                      |
| <b>Taxes</b>                               |  |                             |                            |                              |                      |
| 3010                                       | Property Tax - Secured (4.91%)                   |                             | 15,939,945                 | 15,615,365                   | 15,193,923           |
| 3011                                       | Property Tax - Unitary                           |                             | 144,700                    | 131,405                      | 137,808              |
| 3015                                       | Property Tax - Escapes Secured (4.91%)           |                             | 83,500                     | (29,537)                     | 79,590               |
| 3020                                       | Property Tax - Unsecured (11.99%)                |                             | 727,065                    | 630,025                      | 642,367              |
| 3023                                       | Property Tax - PY Corr/Escapes                   |                             | -                          | -                            | 6,858                |
| 3040                                       | Property Tax - Prior Secured (4.91%)             |                             | 23,980                     | 30,755                       | 22,860               |
| 3050                                       | Property Tax - Prior Unsecured                   |                             | 5,850                      | 18,065                       | 5,852                |
| 3054                                       | Supplemental Property Tax - Current              |                             | 367,870                    | 278,683                      | 386,940              |
| 3056                                       | Supplemental Property Tax - Prior                |                             | -                          | -                            | 290                  |
|  | <b>Total Taxes Revenue</b>                       |                             | <u>17,292,910</u>          | <u>16,674,761</u>            | <u>16,476,488</u>    |
| <b>Use of Money and Property</b>           |  |                             |                            |                              |                      |
| 3380                                       | Interest Income                                  |                             | 14,700                     | 19,445                       | 38,824               |
| 3381                                       | Unrealized Gain/Loss Invstmnts (County)          |                             | -                          | -                            | (21,523)             |
| 3409                                       | Rental Property Income                           |                             | 52,260                     | 52,260                       | 52,260               |
|  | <b>Total Use of Money and Property</b>           |                             | <u>66,960</u>              | <u>71,705</u>                | <u>69,561</u>        |
| <b>Intergovernmental Revenue - State</b>   |  |                             |                            |                              |                      |
| 3750                                       | State-Emergency Assistance (Fire Asgmt)          |                             | 325,000                    | 325,000                      | 903,355              |
| 4220                                       | Homeowners Property Tax Relief                   |                             | 82,610                     | 82,975                       | 82,613               |
|  | <b>Total Intergovernmental Revenue - State</b>   |                             | <u>407,610</u>             | <u>407,975</u>               | <u>985,968</u>       |
| <b>Intergovernmental Revenue - Federal</b> |  |                             |                            |                              |                      |
| 4476                                       | Federal Emergency Assistance (Fire Asgmt)        |                             | 130,000                    | 130,000                      | 785,581              |
|  | <b>Total Intergovernmental Revenue - Federal</b> |                             | <u>130,000</u>             | <u>130,000</u>               | <u>785,581</u>       |
| <b>Charges for Services</b>                |  |                             |                            |                              |                      |
| 5105                                       | Reimbursement for District Services              |                             | 192,810                    | 190,315                      | 186,795              |
|  | AMR First Response Payment                       |                             | 103,510                    | 102,675                      | -                    |
|  | CSFD Dispatch Services                           |                             | 89,300                     | 87,640                       | -                    |
|  | <b>Total Charges for Services</b>                |                             | <u>192,810</u>             | <u>190,315</u>               | <u>186,795</u>       |
| <b>Miscellaneous Revenue</b>               |  |                             |                            |                              |                      |
| 5895                                       | Other - Donations                                |                             | -                          | -                            | 100,000              |
| 5909                                       | Other Miscellaneous Revenue                      |                             | 7,500                      | 7,500                        | 6,926                |
|  | Westmont Payment                                 |                             | 4,500                      | 4,500                        | -                    |
|  | Other  |                             | 3,000                      | 3,000                        | -                    |
|  | <b>Total Miscellaneous Revenue</b>               |                             | <u>7,500</u>               | <u>7,500</u>                 | <u>106,926</u>       |
|  | <b>TOTAL GENERAL FUND REVENUES</b>               |                             | <u>18,097,790</u>          | <u>17,482,256</u>            | <u>18,611,319</u>    |



**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DRAFT  
FISCAL YEAR 2017-18**

| FUND 3650 - GENERAL FUND                |   |                             |                            |                              |                      |
|---|---|-----------------------------|----------------------------|------------------------------|----------------------|
| Account                                 | Line Item Description                         | Strategic Plan<br>Goal Ref. | Final Budget<br>FY 2017-18 | Prelim. Budget<br>FY 2017-18 | Actual<br>FY 2016-17 |
| <b>EXPENDITURES</b>                     |   |                             |                            |                              |                      |
| <b>Salaries &amp; Employee Benefits</b> |   | 7                           |                            |                              |                      |
| 6100                                    | Regular Salaries                              |                             | 7,522,810                  | 7,554,420                    | 7,029,947            |
|   | Salaries                                      |                             | 7,321,760                  | 7,353,370                    |                      |
|   | Auxiliary                                     |                             | 20,000                     | 20,000                       |                      |
|   | Directors fees                                |                             | 31,050                     | 31,050                       |                      |
|   | Vacation Redemption Program                   |                             | 75,000                     | 75,000                       |                      |
|   | Vacation Deferred Comp Program                |                             | 75,000                     | 75,000                       |                      |
| 6300                                    | Overtime                                      |                             | 125,000                    | 125,000                      | 140,460              |
| 6301                                    | Overtime - Reimbursable                       |                             | 455,000                    | 455,000                      | 840,302              |
| 6310                                    | Overtime - Constant Staffing                  |                             | 750,000                    | 750,000                      | 561,903              |
| 6400                                    | Retirement Contributions                      |                             | 2,238,015                  | 2,300,970                    | 2,137,726            |
| 6450                                    | Supp Retirement Contribution                  |                             | 1,800,000                  | -                            | 1,200,000            |
| 6550                                    | FICA/Medicare                                 |                             | 126,965                    | 124,995                      | 119,179              |
| 6600                                    | Insurance Contributions                       |                             | 1,812,680                  | 1,800,750                    | 1,656,607            |
|   | Health Insurance                              |                             | 1,575,175                  | 1,573,225                    |                      |
|   | Dental Insurance                              |                             | 188,680                    | 179,820                      |                      |
|   | Vision Insurance                              |                             | 35,695                     | 34,590                       |                      |
|   | Life Insurance                                |                             | 9,130                      | 9,115                        |                      |
|   | Employee Assistance Program                   |                             | 1,500                      | 1,500                        |                      |
|   | Flexible Spending Account Admin.              |                             | 2,500                      | 2,500                        |                      |
| 6700                                    | Unemployment Insurance                        |                             | 10,820                     | 11,410                       | 6,405                |
| 6900                                    | Workers Compensation Insurance                |                             | 575,000                    | 575,000                      | 461,825              |
|   | <b>Total Salaries &amp; Employee Benefits</b> |                             | <b>15,416,290</b>          | <b>13,697,545</b>            | <b>14,154,354</b>    |
| <b>Services &amp; Supplies</b>          |   |                             |                            |                              |                      |
| 7030                                    | Clothing and PPE                              | 4                           | 52,500                     | 47,000                       | 113,802              |
|   | Operational                                   |                             | 12,000                     | 12,000                       |                      |
|   | Turnout sets                                  |                             | 35,000                     | 35,000                       |                      |
|   | PPE: Defend uniform shirts                    |                             | 5,500                      | -                            |                      |
| 7050                                    | Communications                                | 4                           | 99,500                     | 99,500                       | 104,252              |
|   | Operational                                   |                             | 96,000                     | 96,000                       |                      |
|   | Cell phone upgrades                           |                             | 3,500                      | 3,500                        |                      |
| 7060                                    | Food  | 7                           | 2,500                      | 2,500                        | 2,041                |
| 7070                                    | Household Supplies                            | 6                           | 34,850                     | 31,000                       | 36,521               |
|   | Operational                                   |                             | 31,350                     | 27,500                       |                      |
|   | Washer/dryer, Sta. 2                          |                             | 3,500                      | 3,500                        |                      |
| 7090                                    | Insurance: Liability/Auto/Prop.               | 2,6                         | 31,000                     | 31,000                       | 25,662               |
| 7120                                    | Equipment Maintenance                         | 6                           | 35,000                     | 35,000                       | 29,902               |
| 7200                                    | Structure and Ground Maintenance              | 6                           | 43,550                     | 43,550                       | 43,310               |
|   | Operational                                   |                             | 26,550                     | 26,550                       |                      |
|   | Rental property                               |                             | 5,500                      | 5,500                        |                      |
|   | Dept. Ops. Center room upgrades               |                             | 9,000                      | 9,000                        |                      |
|   | TV monitors (3)                               | 5                           | 2,500                      | 2,500                        |                      |
| 7205                                    | Fire Defense Zone (Hazard Mitigation)         | 1                           | 236,000                    | 236,000                      | 272,553              |
| 7322                                    | Consulting and Management Fees                | 1,6                         | 3,350                      | 3,350                        | 3,220                |
| 7324                                    | Audit and Accounting Fees                     | 9                           | 25,000                     | 25,000                       | 22,073               |



**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DRAFT  
FISCAL YEAR 2017-18**

| FUND 3650 - GENERAL FUND |  |                             |                            |                              |                      |  |
|--------------------------|--|-----------------------------|----------------------------|------------------------------|----------------------|--|
| Account                  | Line Item Description                    | Strategic Plan<br>Goal Ref. | Final Budget<br>FY 2017-18 | Prelim. Budget<br>FY 2017-18 | Actual<br>FY 2016-17 |  |
| 7348                     | Instruments & Equip. < \$5,000           | 6                           | 85,000                     | 85,000                       | 92,118               |  |
|                          | Hose equipment and maintenance           | 4                           | 6,000                      | 6,000                        |                      |  |
|                          | Mobile radios and chargers               | 4                           | 4,450                      | 4,450                        |                      |  |
|                          | Rope rescue equipment maintenance        | 4                           | 5,000                      | 5,000                        |                      |  |
|                          | MDCs for engines                         | 4                           | 20,000                     | 20,000                       |                      |  |
|                          | Multi-gas monitors (4)/calibration syst. | 4                           | 13,000                     | 13,000                       |                      |  |
|                          | King radios (8) and microphones (16)     | 4                           | 15,300                     | 15,300                       |                      |  |
|                          | Drone and accessories                    | 5                           | 4,650                      | 4,650                        |                      |  |
|                          | Incident scene lights (3)                | 4                           | 8,200                      | 8,200                        |                      |  |
|                          | Airbag lifts set                         | 4                           | 8,400                      | 8,400                        |                      |  |
| 7363                     | Equipment Maintenance (Vehicles)         | 6                           | 69,500                     | 69,500                       | 82,221               |  |
|                          | Operational                              | 4,5                         | 63,000                     | 63,000                       |                      |  |
|                          | LED headlights for E91/E92               |                             | 6,500                      | 6,500                        |                      |  |
| 7400                     | Medical & First Aid Supplies             | 4                           | 38,100                     | 38,100                       | 45,449               |  |
|                          | Operational                              |                             | 30,000                     | 30,000                       |                      |  |
|                          | Fireline paramedic AEDs (2)              |                             | 8,100                      | 8,100                        |                      |  |
| 7430                     | Memberships                              | 7                           | 12,500                     | 12,500                       | 12,081               |  |
| 7450                     | Office Expense                           | All                         | 27,500                     | 27,500                       | 25,750               |  |
|                          | Operational                              |                             | 27,500                     | 27,500                       |                      |  |
| 7460                     | Professional and Special Services        |                             | 359,750                    | 328,200                      | 258,074              |  |
|                          | Operational                              | 2,4,5                       | 249,750                    | 268,200                      |                      |  |
|                          | Public Information and Education         | 1                           | 45,000                     | 45,000                       |                      |  |
|                          | EMS system study                         | 5                           | 25,000                     | 15,000                       |                      |  |
|                          | GIS mapping/response project             | 5                           | 20,000                     |                              |                      |  |
|                          | Employee Wellness Program                | 7                           | 20,000                     | -                            |                      |  |
| 7507                     | ADP Payroll Fees                         | 9                           | 7,500                      | 7,500                        | 6,541                |  |
| 7510                     | Contractual Services                     | 4,5                         | 61,600                     | 61,600                       | 42,603               |  |
| 7530                     | Publications & Legal Notices             | 9                           | 6,000                      | 6,000                        | 5,174                |  |
| 7546                     | Administrative Tax Expense               | 9                           | 240,000                    | 240,000                      | 238,346              |  |
| 7580                     | Rents & Leases (Gibraltar)               | 4                           | 4,500                      | 4,500                        | 3,717                |  |
| 7630                     | Small Tools & Instruments                | 4                           | 20,100                     | 20,100                       | 21,116               |  |
|                          | Operational                              |                             | 10,000                     | 10,000                       |                      |  |
|                          | HazMat team equipment                    |                             | 3,000                      | 3,000                        |                      |  |
|                          | Patrol 91/92 equipment                   |                             | 7,100                      | 7,100                        |                      |  |
| 7650                     | Special District Expense                 | 9                           | 63,500                     | 53,500                       | 28,257               |  |
|                          | Operational (permits, fees, other)       |                             | 8,000                      | 8,000                        |                      |  |
|                          | LAFCO                                    |                             | 13,000                     | 13,000                       |                      |  |
|                          | Promotion/new hire expenses              |                             | 2,500                      | 2,500                        |                      |  |
|                          | Centennial Anniversary                   | 1,9                         | 30,000                     | 30,000                       |                      |  |
|                          | Op Area Comd Trailer contribution        | 2, 4                        | 10,000                     | -                            |                      |  |
| 7671                     | Special Projects                         | 1,2                         | 38,000                     | 38,000                       | 13,654               |  |
|                          | Public Education materials               |                             | 7,500                      | 7,500                        |                      |  |
|                          | Hazard abatement brochure                |                             | 6,000                      | 6,000                        |                      |  |
|                          | Evacuation drill expenses                |                             | 5,000                      | 5,000                        |                      |  |
|                          | Neighborhood chipping flyer              |                             | 4,500                      | 4,500                        |                      |  |
|                          | Fire prevention publication              |                             | 15,000                     | 15,000                       |                      |  |
| 7730                     | Transportation and Travel                | 5,7                         | 35,000                     | 25,000                       | 29,219               |  |
| 7731                     | Gasoline/Oil/Fuel                        | 3,4,6                       | 55,000                     | 63,000                       | 41,204               |  |





**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DRAFT  
FISCAL YEAR 2017-18**

| FUND 3650 - GENERAL FUND             |   |                             |                            |                              |                      |  |
|--------------------------------------|---|-----------------------------|----------------------------|------------------------------|----------------------|--|
| Account                              | Line Item Description   | Strategic Plan<br>Goal Ref. | Final Budget<br>FY 2017-18 | Prelim. Budget<br>FY 2017-18 | Actual<br>FY 2016-17 |  |
| 7732                                 | Training  | 7                           | 87,750                     | 87,750                       | 76,236               |  |
|                                      | Operational   |                             | 85,000                     | 85,000                       |                      |  |
|                                      | Paramedic training  |                             | 2,750                      | 2,750                        |                      |  |
| 7760                                 | Utilities   | 6                           | 48,000                     | 48,000                       | 43,526               |  |
|                                      | Operational   |                             | 43,000                     | 43,000                       | -                    |  |
|                                      | Rental housing utilities  |                             | 5,000                      | 5,000                        | -                    |  |
|                                      | <b>Total Services &amp; Supplies</b>                              |                             | <b>1,822,550</b>           | <b>1,769,650</b>             | <b>1,718,622</b>     |  |
| <b>Capital Assets</b>                |   |                             |                            |                              |                      |  |
| 8300                                 | Equipment   |                             | 414,200                    | 464,200                      | 358,009              |  |
|                                      | Facility repairs/replace: roof, carpet,<br>Dispatch A/C, concrete | 6                           | 277,000                    | 277,000                      |                      |  |
|                                      | Rental property upgrades  | 6                           | 50,000                     | 50,000                       |                      |  |
|                                      | Voice logging recorder equipment                                  | 4                           | 29,000                     | 29,000                       |                      |  |
|                                      | Portable weather station (RAWS)                                   | 2                           | 20,000                     | 20,000                       |                      |  |
|                                      | Commercial grade treadmills (2)                                   | 8                           | 17,000                     | 17,000                       |                      |  |
|                                      | Dept. Ops. Center lights upgrade                                  | 1,6                         | 15,000                     | 15,000                       |                      |  |
|                                      | Forcible entry training equipment                                 | 4,7                         | 6,200                      | 6,200                        |                      |  |
|                                      | Dispatch radio analog circuits                                    |                             | -                          | 50,000                       | -                    |  |
|                                      | <b>Total Capital Assets</b>                                       |                             | <b>414,200</b>             | <b>464,200</b>               | <b>358,009</b>       |  |
|                                      | <b>TOTAL EXPENDITURES</b>   |                             | <b>17,653,040</b>          | <b>15,931,395</b>            | <b>16,230,985</b>    |  |
| <b>OTHER FINANCING USES</b>          |   |                             |                            |                              |                      |  |
| <b>Other Financing Uses</b>          |   |                             |                            |                              |                      |  |
| 7901                                 | Tfr To Pension Obligation Fund (3651)                             | 9                           | 155,000                    | 155,000                      | 455,362              |  |
| 7901                                 | Tfr To Capital Reserves Fund (3652)                               | 4,6                         | 460,000                    | 460,000                      | 352,000              |  |
| 7901                                 | Tfr To Land & Building Fund (3653)                                | 4,6                         | 860,000                    | 860,000                      | 834,000              |  |
|                                      | <b>Total Other Financing Uses</b>                                 |                             | <b>1,475,000</b>           | <b>1,475,000</b>             | <b>1,641,362</b>     |  |
|                                      | <b>TOTAL EXPENDITURES AND TRANSFERS</b>                           |                             | <b>19,128,040</b>          | <b>17,406,395</b>            | <b>17,872,347</b>    |  |
|                                      | <b>Net Financial Impact</b>                                       |                             | <b>(1,030,250)</b>         | <b>75,861</b>                | <b>738,972</b>       |  |
| <b>Fund 3650 Fund Balance Detail</b> |   |                             |                            |                              |                      |  |
|                                      | *Reserves: Catastrophic (a/o 7/1/17)                              |                             | 2,400,000                  |                              |                      |  |
|                                      | *Reserves: Economic Uncertainties (a/o 7/1/17)                    |                             | 3,670,000                  |                              |                      |  |
|                                      | Fund Balance - Unrestricted Residual (Estimate)                   |                             | 1,105,680                  |                              |                      |  |
|                                      | Net Financial Impact (Unrestricted Residual)                      |                             | (1,030,250)                |                              |                      |  |
|                                      | Projected Ending Fund Balance at 6/30/2018                        |                             | 6,145,430                  |                              |                      |  |

\*Reserves Policy adopted as part of Capitol PFG Financial Analysis recommendations.



**MONTECITO FIRE PROTECTION DISTRICT  
FINAL BUDGET DETAIL  
FISCAL YEAR 2017-18**

| <b>FUND 3651 - PENSION OBLIGATION FUND</b> |  |                            |                              |                      |
|--|--|----------------------------|------------------------------|----------------------|
| Account                                    | Line Item Description                      | Final Budget<br>FY 2017-18 | Prelim. Budget<br>FY 2017-18 | Actual<br>FY 2016-17 |
| <b>REVENUES</b>                            |  |                            |                              |                      |
| Financing Sources                          |  |                            |                              |                      |
| 3380                                       | Interest Income                            | -                          | -                            | 9                    |
| 5910                                       | Transfer from General Fund (3650)          | 155,000                    | 155,000                      | 455,362              |
|  | <b>TOTAL FUND REVENUES</b>                 | <b>155,000</b>             | <b>155,000</b>               | <b>455,371</b>       |
| <b>EXPENDITURES</b>                        |  |                            |                              |                      |
| Services & Supplies                        |  |                            |                              |                      |
| 7460                                       | Administration Fee                         | 3,500                      | 3,500                        | 2,960                |
| 7830                                       | Interest Expense                           | 6,340                      | 6,340                        | 17,402               |
|  | <b>Total Services &amp; Supplies</b>       | <b>9,840</b>               | <b>9,840</b>                 | <b>20,362</b>        |
| <b>OTHER FINANCING USES</b>                |  |                            |                              |                      |
| 7910                                       | Long Term Debt Principal Repayment         | 145,000                    | 145,000                      | 435,000              |
|  | <b>Other Financing Uses</b>                | <b>145,000</b>             | <b>145,000</b>               | <b>435,000</b>       |
|  | <b>TOTAL EXPENDITURES &amp; TRANSFERS</b>  | <b>154,840</b>             | <b>154,840</b>               | <b>455,362</b>       |
|  | <b>Net Financial Impact</b>                | <b>160</b>                 | <b>160</b>                   | <b>9</b>             |
| <b>Fund 3651 Equity</b>                    |  |                            |                              |                      |
|  | Beginning Fund Balance at 7/1/2018         | 208                        |                              |                      |
|  | Net Financial Impact                       | 160                        |                              |                      |
|  | Projected Ending Fund Balance at 6/30/2019 | 368                        |                              |                      |



**MONTECITO FIRE PROTECTION DISTRICT  
PRELIMINARY BUDGET DETAIL  
FISCAL YEAR 2017-18**

| <b>FUND 3652 - CAPITAL RESERVES FUND</b> |  |                                    |                                      |                              |
|--|--|------------------------------------|--------------------------------------|------------------------------|
| <u>Account</u>                           | <u>Line Item Description</u>               | <u>Final Budget<br/>FY 2017-18</u> | <u>Prelim. Budget<br/>FY 2017-18</u> | <u>Actual<br/>FY 2016-17</u> |
| <b>REVENUES</b>                          |  |                                    |                                      |                              |
| <b>Use of Money and Property</b>         |  |                                    |                                      |                              |
| 3380                                     | Interest Income                            | 10,000                             | 10,000                               | 9,808                        |
|  | <b>Total Use of Money and Property</b>     | <b>10,000</b>                      | <b>10,000</b>                        | <b>9,808</b>                 |
| <b>Financing Sources</b>                 |  |                                    |                                      |                              |
| 5910                                     | Transfer from General Fund (3650)          | 460,000                            | 460,000                              | 352,000                      |
|  | <b>Total Financing Sources</b>             | <b>460,000</b>                     | <b>460,000</b>                       | <b>352,000</b>               |
|  | <b>TOTAL FUND REVENUES</b>                 | <b>470,000</b>                     | <b>470,000</b>                       | <b>361,808</b>               |
| <b>EXPENDITURES</b>                      |  |                                    |                                      |                              |
| <b>Capital Assets</b>                    |  |                                    |                                      |                              |
| 8300                                     | Apparatus (Engine 391 - Type 3)            | 432,000                            | 432,000                              | -                            |
|  | Vehicle (Battalion Chief 915)              | 80,000                             | 80,000                               | 56,731                       |
|  | <b>Total Capital Assets</b>                | <b>512,000</b>                     | <b>512,000</b>                       | <b>56,731</b>                |
|  | <b>TOTAL EXPENDITURES</b>                  | <b>512,000</b>                     | <b>512,000</b>                       | <b>56,731</b>                |
|  | <b>Net Financial Impact</b>                | <b>(42,000)</b>                    | <b>(42,000)</b>                      | <b>305,077</b>               |
| <b>Fund 3652 Equity</b>                  |  |                                    |                                      |                              |
|  | Beginning Fund Balance at 7/1/2018         | 2,658,333                          |                                      |                              |
|  | Net Financial Impact                       | (42,000)                           |                                      |                              |
|  | Projected Ending Fund Balance at 6/30/2019 | 2,616,333                          |                                      |                              |



**MONTECITO FIRE PROTECTION DISTRICT  
PRELIMINARY BUDGET DETAIL  
FISCAL YEAR 2017-18**

| <b>FUND 3653 - LAND AND BUILDING FUND</b> |  |                            |                              |                      |
|---|--|----------------------------|------------------------------|----------------------|
| Account                                   | Line Item Description                      | Final Budget<br>FY 2017-18 | Prelim. Budget<br>FY 2017-18 | Actual<br>FY 2016-17 |
| <b>REVENUES</b>                           |  |                            |                              |                      |
| <b>Use of Money and Property</b>          |  |                            |                              |                      |
| 3380                                      | Interest Income                            | 15,000                     | 15,000                       | 18,741               |
|   | <b>Total Use of Money and Property</b>     | <b>15,000</b>              | <b>15,000</b>                | <b>18,741</b>        |
| <b>Financing Sources</b>                  |  |                            |                              |                      |
| 5910                                      | Transfer from General Fund (3650)          | 860,000                    | 860,000                      | 834,000              |
|   | <b>Total Financing Sources</b>             | <b>860,000</b>             | <b>860,000</b>               | <b>834,000</b>       |
|   | <b>TOTAL FUND REVENUES</b>                 | <b>875,000</b>             | <b>875,000</b>               | <b>852,741</b>       |
| <b>EXPENDITURES</b>                       |  |                            |                              |                      |
| <b>Capital Assets</b>                     |  |                            |                              |                      |
| 8100                                      | Land                                       | 200,000                    | 200,000                      | 7,941                |
|   | <b>Total Capital Assets</b>                | <b>200,000</b>             | <b>200,000</b>               | <b>7,941</b>         |
|   | <b>TOTAL EXPENDITURES</b>                  | <b>200,000</b>             | <b>200,000</b>               | <b>7,941</b>         |
|   | <b>Net Financial Impact</b>                | <b>675,000</b>             | <b>675,000</b>               | <b>844,800</b>       |
| <b>Fund 3653 Equity</b>                   |  |                            |                              |                      |
|   | Est. Beginning Fund Balance at 7/1/2018    | 5,358,344                  |                              |                      |
|   | Net Financial Impact                       | 675,000                    |                              |                      |
|   | Projected Ending Fund Balance at 6/30/2019 | 6,033,344                  |                              |                      |





# Agenda Item #5



**Montecito Fire Protection District  
Reimbursement Disclosure Report  
July 1, 2016 - June 30, 2017**

| Date     | Name               | Description                      | Lodging | Meals  | Tuition | Trans-<br>portation | Other    | Total    |
|----------|--------------------|----------------------------------|---------|--------|---------|---------------------|----------|----------|
| 07/07/16 | Blake, Garet       | Flat tire repair, U91            |         |        |         |                     | 210.84   | 210.84   |
| 07/29/16 | Bumanglag, Sarah   | ADP Payment 7/1-7/31/16          |         |        |         |                     | 4,982.50 | 4,982.50 |
| 08/08/16 | Chapman, Scott     | Columbia Southern EH 1020        |         |        | 567.00  |                     |          | 567.00   |
| 08/08/16 | Gil, Araceli       | CSDA Special District Governance |         | 45.00  |         | 113.00              |          | 158.00   |
| 08/17/16 | Davis, Shaun       | Framing academy guidon           |         |        |         |                     | 137.43   | 137.43   |
| 08/17/16 | Galbraith, Robert  | Laundry detergent                |         |        |         |                     | 213.78   | 213.78   |
| 08/17/16 | Muller, Leslie     | Baton Rouge Dispatch Support     | 567.25  |        |         | 1,141.91            |          | 1,709.16 |
| 08/17/16 | Rupp, Andrew       | 2016 Trauma Symposium            |         |        | 170.00  |                     |          | 170.00   |
| 08/17/16 | Rupp, Andrew       | Paramedic recertification        |         |        | 200.00  |                     |          | 200.00   |
| 08/31/16 | Bumanglag, Sarah   | ADP Payment 8/1-8/31/16          |         |        |         |                     | 4,982.50 | 4,982.50 |
| 09/08/16 | Bennewate, Brandon | Soberanes fire asgmt fuel        |         |        |         | 199.50              |          | 199.50   |
| 09/15/16 | Bennewate, Brandon | HazMat Tech Module G             |         | 90.00  |         | 216.00              |          | 306.00   |
| 09/15/16 | Muller, Leslie     | Cedar fire asgmt mileage         |         |        |         | 212.76              |          | 212.76   |
| 09/15/16 | Taylor, Kevin      | Columbia Southern MSE 6701       |         |        | 742.50  |                     |          | 742.50   |
| 09/30/16 | Andreas, David     | Soberanes fire asgmt fuel        |         |        |         | 152.74              |          | 152.74   |
| 09/30/16 | Bumanglag, Sarah   | ADP Payment 9/1-9/30/16          |         |        |         |                     | 4,982.50 | 4,982.50 |
| 09/30/16 | Reed, Joyce        | Admin. Fire Svcs Section meeting |         |        | 25.00   | 142.56              |          | 167.56   |
| 10/10/16 | Rupp, Andrew       | Paramedic accreditation fee      |         |        | 209.00  |                     |          | 209.00   |
| 10/14/16 | Chapman, Scott     | Columbia Southern FIR 3306       |         |        | 567.00  |                     |          | 567.00   |
| 10/20/16 | Kellogg, Kerry     | Canyon fire asgmt mileage        |         |        |         | 151.20              |          | 151.20   |
| 10/20/16 | Kellogg, Kerry     | Soberanes fire asgmt mileage     |         |        |         | 203.04              |          | 203.04   |
| 10/21/16 | Fuggles, Keith     | PALS Refresher                   |         |        | 140.00  |                     |          | 140.00   |
| 10/28/16 | Wrenn, William     | Trench Rescue Technician         |         |        | 383.20  | 124.20              |          | 507.40   |
| 10/31/16 | Bumanglag, Sarah   | ADP Payment 10/1-10/31/16        |         |        |         |                     | 4,982.50 | 4,982.50 |
| 11/04/16 | Reed, Joyce        | Social Media PIO                 |         |        |         | 127.44              |          | 127.44   |
| 11/09/16 | Galbraith, Robert  | PALS Refresher                   |         |        | 130.50  |                     |          | 130.50   |
| 11/09/16 | Gil, Araceli       | CalPERS Educational Forum        | 346.92  | 25.00  |         | 157.68              |          | 529.60   |
| 11/10/16 | Arnold, Daniel     | Driver Operator 1A               |         | 49.08  |         | 200.88              |          | 249.96   |
| 12/06/16 | Grant, Lucas       | Rescue Systems 1                 | 883.50  | 125.00 | 80.50   | 225.72              |          | 1,314.72 |
| 12/06/16 | Taylor, Kevin      | Columbia Southern MSO 5640       |         |        | 761.50  |                     |          | 761.50   |
| 12/13/16 | Eubank, Nicholas   | S-270                            |         | 35.86  |         | 125.28              |          | 161.14   |
| 12/19/16 | Galbraith, Robert  | Paramedic recertification        |         |        | 200.00  |                     |          | 200.00   |
| 12/19/16 | Grant, Lucas       | S-219                            |         | 20.00  |         | 159.84              |          | 179.84   |

**Montecito Fire Protection District  
Reimbursement Disclosure Report  
July 1, 2016 - June 30, 2017**

| Date      | Name               | Description                         | Lodging | Meals  | Tuition | Trans-<br>portation | Other  | Total    |
|-----------|--------------------|-------------------------------------|---------|--------|---------|---------------------|--------|----------|
| 12/19/16  | Juarez, Maeve      | Fire Investigator 1A                |         | 115.00 | 280.00  | 154.66              |        | 549.66   |
| 12/19/16  | Reed, Joyce        | Admin Fire Services Section meeting |         |        | 25.00   | 79.71               |        | 104.71   |
| 12/22/16  | Arnold, Daniel     | Driver Operator 1B                  |         | 239.41 | 422.39  |                     |        | 661.80   |
| 12/29/16  | Hickman, Kurt      | Paramedic recertification           |         |        | 200.00  |                     |        | 200.00   |
| 1/4/2017  | Wrenn, William     | Confined Space Rescue               | 763.24  |        | 20.50   | 113.94              |        | 897.68   |
| 01/20/17  | Bennewate, Brandon | Confined Space Rescue               |         | 72.00  |         | 55.62               |        | 127.62   |
| 01/20/17  | Chapman, Scott     | Confined Space Rescue               |         | 72.00  |         | 101.52              |        | 173.52   |
| 01/20/17  | Eubank, Nicholas   | Driver Operator 1B                  | 778.40  | 177.30 | 421.89  | 408.24              |        | 1,785.83 |
| 01/20/17  | Rupp, Andrew       | Driver Operator 1B                  | 143.39  | 188.00 | 422.39  |                     |        | 753.78   |
| 01/30/17  | Chapman, Scott     | Columbia Southern FIR 3307          |         |        | 567.00  |                     |        | 567.00   |
| 02/03/17  | Grant, Lucas       | Instructor 1                        |         | 156.00 | 383.30  | 198.49              |        | 737.79   |
| 02/03/17  | Taylor, Kevin      | Columbia Southern MOS 5245          |         |        | 761.50  |                     |        | 761.50   |
| 02/09/17  | Bennewate, Brandon | Paramedic recertification           |         |        | 250.00  |                     |        | 250.00   |
| 02/17/17  | Chapman, Scott     | S-300 All-Risk                      |         | 120.00 | 295.00  | 149.37              |        | 564.37   |
| 02/17/17  | Gil, Araceli       | O-305 Type 3 Incident Management    |         | 34.00  |         | 77.25               |        | 111.25   |
| 02/17/17  | Villarreal, Jeff   | Firehouse World                     | 790.08  | 34.00  |         | 125.70              |        | 949.78   |
| 02/28/17  | Briner, Aaron      | S-330 All-Risk                      |         | 68.00  | 295.00  |                     |        | 363.00   |
| 3/8/2017  | Chapman, Scott     | Command and Control of Incident Ops |         | 264.00 |         | 163.00              |        | 427.00   |
| 3/8/2017  | Galbraith, Robert  | Firehouse World                     |         | 17.00  |         | 126.00              |        | 143.00   |
| 3/8/2017  | Hauser, Benjamin   | Firehouse World                     |         | 162.00 | 440.00  | 213.90              |        | 815.90   |
| 3/8/2017  | Hickman, Kurt      | WAIC Conference                     | 361.60  | 132.00 | 325.00  |                     |        | 818.60   |
| 3/8/2017  | Reed, Joyce        | AFSS Educational Forum registration |         |        | 300.00  |                     |        | 300.00   |
| 3/8/2017  | Whilt, Shawn       | Paramedic recertification           |         |        | 200.00  |                     |        | 200.00   |
| 3/16/2017 | Easton, Sylvia     | CSDA Leadership Academy             | 582.75  | 55.15  |         | 217.21              |        | 855.11   |
| 3/21/2017 | Lauritson, Richard | Wildland Arson Conference PD        |         | 132.00 |         |                     |        | 132.00   |
| 3/24/2017 | Gil, Araceli       | LCW Conference                      | 248.98  | 36.00  |         | 64.74               |        | 349.72   |
| 4/5/2017  | Briner, Aaron      | Chief Officer 3C                    | 386.50  | 159.00 | 300.00  | 150.87              |        | 996.37   |
| 4/5/2017  | Galbraith, Robert  | Laundry detergent                   |         |        |         |                     | 232.68 | 232.68   |
| 04/21/17  | Badaracco, John    | CA Fire Mechanics Academy           |         | 294.00 |         |                     |        | 294.00   |
| 04/21/17  | Bass, Loren        | Firehouse World                     |         | 51.00  |         | 120.00              |        | 171.00   |
| 04/21/17  | Gil, Araceli       | Finance Section Chief Training      | 409.35  | 264.00 | 324.00  | 99.83               |        | 1,097.18 |
| 04/27/17  | Walkup, Rodney     | Household supplies                  |         |        |         |                     | 631.20 | 631.20   |
| 05/03/17  | Briner, Aaron      | Chief Officer 3D                    | 545.52  | 185.00 | 300.00  | 155.58              |        | 1,186.10 |

**Montecito Fire Protection District  
Reimbursement Disclosure Report  
July 1, 2016 - June 30, 2017**

| Date          | Name               | Description                   | Lodging          | Meals           | Tuition          | Trans-<br>portation | Other            | Total            |
|---------------|--------------------|-------------------------------|------------------|-----------------|------------------|---------------------|------------------|------------------|
| 05/03/17      | Broumand, Alex     | Paramedic recertification     |                  |                 | 200.00           |                     |                  | 200.00           |
| 05/03/17      | Hauser, Benjamin   | Fire Technology 105/106       |                  |                 | 356.25           |                     |                  | 356.25           |
| 05/04/17      | Grant, Lucas       | Trench Rescue Technician      |                  | 195.00          | 375.00           |                     |                  | 570.00           |
| 05/04/17      | McCracken, Ryland  | Trench Rescue Technician      | 580.45           | 159.00          | 375.00           | 171.20              |                  | 1,285.65         |
| 05/04/17      | Skei, Evan         | Chief Officer 3A              | 244.16           | 162.00          | 270.00           | 155.69              |                  | 831.85           |
| 05/04/17      | Wrenn, William     | LARRO                         |                  | 51.00           | 20.00            | 170.13              |                  | 241.13           |
| 05/10/17      | Chapman, Scott     | FDIC (S. Davis expenses incl) | 1,000.00         | 396.00          | 1,150.00         | 2,048.40            |                  | 4,594.40         |
| 05/12/17      | Badaracco, John    | CIIMT meetings                | 136.26           | 149.00          |                  | 444.05              |                  | 729.31           |
| 05/12/17      | Blake, Gareth      | Paramedic recertification     |                  |                 | 200.00           |                     |                  | 200.00           |
| 05/12/17      | Chapman, Scott     | Columbia Southern FIR 4302    |                  |                 | 594.00           |                     |                  | 594.00           |
| 05/12/17      | Hickman, Kurt      | Bombers Conference            | 535.62           | 147.00          | 390.00           |                     |                  | 1,072.62         |
| 05/12/17      | Lauritson, Richard | Bombers Conference PD         |                  |                 |                  |                     | 108.00           | 108.00           |
| 05/15/17      | Davis, Shaun       | FDIC                          |                  | 396.00          | 1,135.00         |                     |                  | 1,531.00         |
| 05/25/17      | Juarez, Maeve      | S-339 Instructor              |                  | 264.00          |                  | 102.72              |                  | 366.72           |
| 05/26/17      | Powell, Keith      | Bombers Conference            |                  | 108.00          | 390.00           |                     |                  | 498.00           |
| 06/06/17      | Hickman, Stephen   | CSDA Legislative Conference   |                  | 102.00          |                  |                     |                  | 102.00           |
| 06/15/17      | Galbraith, Robert  | Batteries                     |                  |                 |                  |                     | 213.23           | 213.23           |
| 06/15/17      | Juarez, Maeve      | South Canyon Staff Ride       |                  | 200.00          |                  |                     |                  | 200.00           |
| 06/15/17      | St. Oegger, Dana   | Drone First Responder         | 137.09           | 132.00          | 995.00           | 51.80               |                  | 1,315.89         |
| 06/15/17      | Zeitsoff, Jordan   | Trench Rescue Technician      | 264.46           | 149.00          | 375.00           | 157.82              |                  | 946.28           |
| 06/20/17      | Ederer, Travis     | Blue Card Conference hotel    | 201.50           |                 |                  |                     |                  | 201.50           |
| 06/20/17      | Skei, Evan         | Chief Officer 3B              | 140.36           | 96.00           | 300.00           | 107.00              |                  | 643.36           |
| 06/22/17      | Galbraith, Robert  | Fire Tech classes (3)         |                  |                 | 544.47           |                     |                  | 544.47           |
| 06/23/17      | Blake, Gareth      | Water/Gatorade                |                  |                 |                  |                     | 126.68           | 126.68           |
| 06/27/17      | Briner, Aaron      | Chief Officer 3B              | 329.23           | 106.00          | 300.00           | 100.90              |                  | 836.13           |
| 06/27/17      | Briner, Aaron      | Trench Rescue Technician      |                  | 198.00          | 375.00           |                     |                  | 573.00           |
| <b>Totals</b> |                    |                               | <u>10,376.61</u> | <u>6,426.80</u> | <u>19,053.89</u> | <u>9,939.09</u>     | <u>21,803.84</u> | <u>67,600.23</u> |

Reimbursement Disclosure Report prepared pursuant to California Government Code Section 53065.5



# Agenda

## Item #7





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

Held at Fire District Headquarters, 595 San Ysidro Road August 28, 2017 at 2:00 p.m.

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

**Present:** Director van Duinwyk, Director Easton, Director Powell, Director Lee, Director Venable. Chief Hickman 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. Recognition for 10 years of service: Firefighter Paramedic, Alex Broumand. (Strategic Plan Goal 7.3)**

Chief Hickman commended and thanked Firefighter Paramedic, Alex Broumand for 10 years of service.

- 3. Time Certain, 2:00 p.m. – Conference Call with Brian Demsey, Consulting Actuary for Demsey, Filliger and Associates to review the District’s GASB 45 Disclosure on Post-Employment Medical Benefits Plan. (Strategic Plan Goal 9.1)**

Brian Demsey, Consulting Actuary for Demsey, Filliger and Associates provided a presentation regarding the District’s GASB 45 Disclosure on Post-Employment Medical Benefits Plan via conference call.

- 4. Presentation by Core Idea Consultant Robert TenEyck regarding Communication Plan Proposal. (Strategic Plan Goal 10.1)**

Core Idea Consultant Robert TenEyck provided a presentation regarding the Communication Plan Proposal including; phase I, II and III.

- a. Consider approval of Communication Plan Proposal.**

Motion made by Director Powell, seconded by Director Easton and unanimously passed to table this item, with the request that Board members present their suggestions to Robert TenEyck at the next meeting. The Board took a break at 3:35 p.m. The Board reconvened the meeting at 3:44 p.m.

- 5. Report from the Finance Committee (Strategic Plan Goal 9.1):**

**a. Consider recommendation to approve July 2017 financial statements.**

Motion made by Director Easton, seconded by Director Lee and unanimously passed to approve the July 2017 financial statements.

**b. Review Draft Final Budget for FY 2017-18.**

Chief Hickman and District Accountant Gil provided a report regarding the Draft Final budget for FY 2017-18.

**6. Approval of Minutes of the July 24, 2017 Regular Meeting.**

Motion to approve the minutes of the July 24, 2017 Regular Meeting made by Director Easton, seconded by Director Lee and unanimously passed.

**7. Fire Chief's report.**

Chief Hickman provided an update regarding the Active Shooter Drill held on August 16, 2017, at the Montecito Union School. The Chief provided information regarding prop 4 stating that "hard" information related to non-residential new construction will not be available until November or December. He added that so far, the spending limit has moved from 7 million to 11.3 million. The Chief stated that PFG financial should have the recommendation regarding Pension Funding by the next Board meeting. He also shared a letter from the wife of an individual who had a full cardiac arrest. The letter thanked the Fire Department for their efforts, stating that the patient had suffered no ill affect due to his incident.

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

There were no items to report at this meeting.

**9. Suggestions from Directors for items other than regular agenda items to be included for the September 25, 2017 Regular Board meeting.**

Director Powell asked if any discussions have occurred in the Prevention Bureau, regarding the potential for ADU's to affect the existing Standards of Coverage. The Board moved into closed session at 4:30 p.m.

**10. Closed Session**

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: (Government Code section 54956.9 (c))  
 Initiation of litigation: One potential case.**

The Board reported out at 5:00 p.m. No action taken.

The Meeting Adjourned at 5:01 p.m.

Montecito Fire Protection District  
Minutes for Regular Meeting, August 28, 2017  
Page 3

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President Peter van Duinwyk

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Secretary John Venable

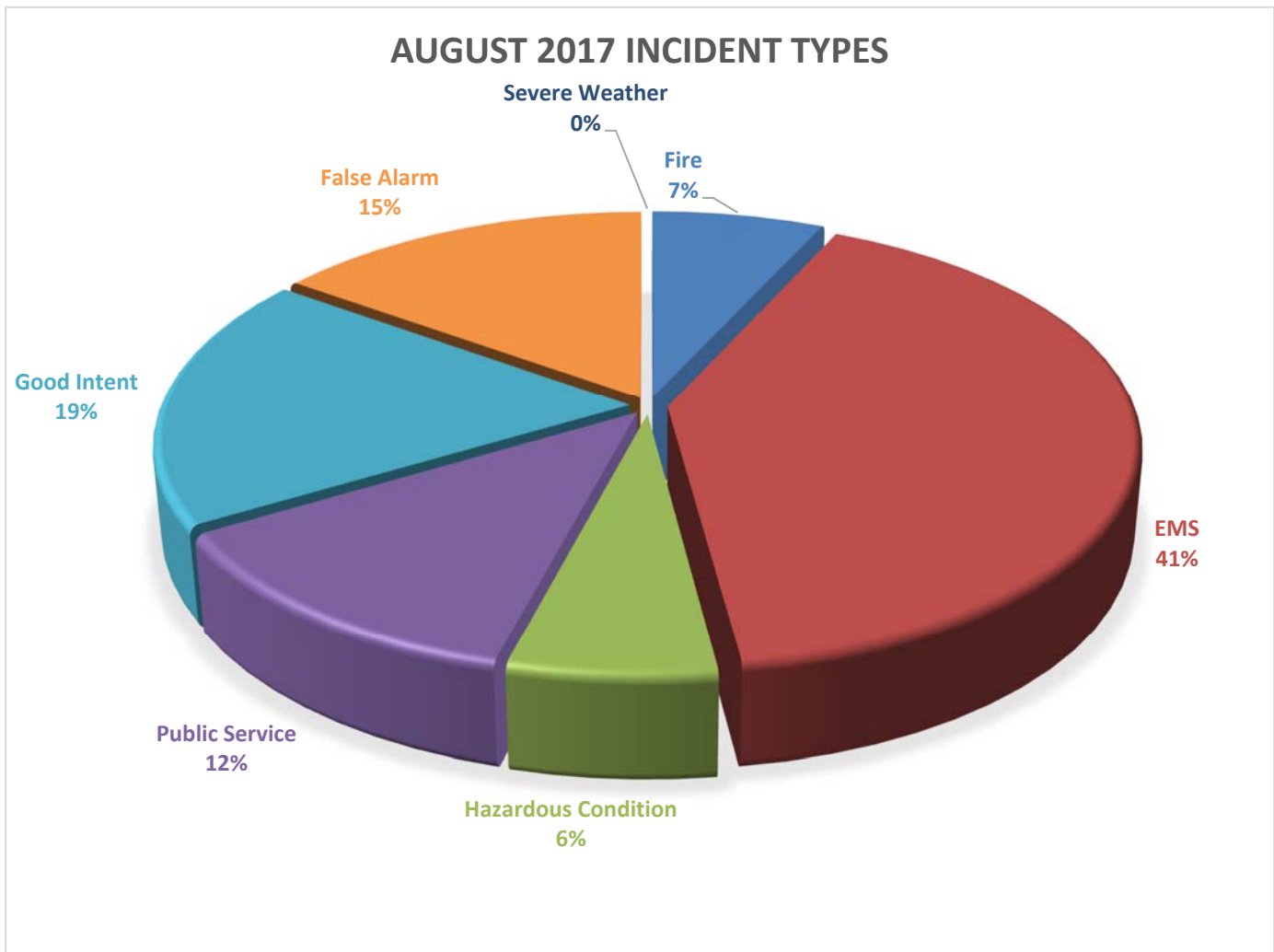


# Agenda Item #8



**AUGUST 2017  
CALLS BY INCIDENT TYPE  
TOTAL INCIDENTS: 146**

|                        |                           |
|------------------------|---------------------------|
| FIRE: 10               | EMS: 60                   |
| HAZARDOUS CONDITION: 9 | PUBLIC SERVICE**: 18      |
| FALSE ALARM: 22        | GOOD INTENT*: 27          |
| SEVERE WEATHER: 0      | SPECIAL INCIDENT TYPES: 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.

### March - August 2017 Incident Trend

