

MONTECITO FIRE PROTECTION DISTRICT

Agenda for the Regular Meeting of the Board of Directors

Montecito Fire Protection District Headquarters
595 San Ysidro Road
Santa Barbara, California
June 27, 2022 at 2:00 p.m.

The Regular Board meeting will be held in person and via teleconference connection in accordance with the requirements set out in Government Code section 54953 (e) and pursuant to the findings and authority set out in Montecito Fire Protection District Resolution No. 2022-10.

Members of the public will be able to observe the Regular Board meeting and provide public comments via Zoom: <https://us06web.zoom.us/j/89940366773>, or by calling 1-669-900-6833, meeting ID: 899 4036 6773. Any member of the public who would like to provide public input on an item listed on the agenda may utilize the "Raise Hand" feature through the Zoom App or enter "*9" if participating by telephone only. The host will be notified, and you will be recognized to speak on the agenda item in the order such requests are received by the District.

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. Receive presentation from Scott German of Fechter & Company regarding the Annual Financial Report for Fiscal Year Ended June 30, 2021. (Strategic Plan Goal 8)
 - a. Consider recommendation for approval of the report.
3. Report from the Finance Committee. (Strategic Plan Goal 8)
 - a. Consider recommendation to approve Resolution 2022-12, Adoption of the Preliminary Budget for FY 2022-23. (Strategic Plan Goal 8)
4. Consider approval of Resolution No. 2022-11 Authorizing Remote Teleconference Meetings for a Period of 30 Days pursuant to the Brown Act. (Strategic Plan Goal 3)
 - a. Staff report presented by Fire Chief Taylor.
5. Approval of Minutes of the May 31, 2022 Special Meeting.
6. Fire Chief's report.

7. Board of Director's report.
8. Suggestions from Directors for items other than regular agenda items to be included for the July 22, 2022 Special Board meeting.
9. CLOSED SESSION:
 - A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)
 - B. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
 - District negotiators: Abe Powell and Michael Lee
 - Employee Organization: Montecito Firefighters' Association
 - C. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
 - District negotiators: Abe Powell and Michael Lee
 - Unrepresented Employees: Fire Marshal, Division Chief Operations, Battalion Chiefs, Accountant, Administrative Assistant, Public Information Officer.
 - D. COMPLAINT AGAINST EMPLOYEES [Government Code Section 54957(b)(1)]
 - E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code section 54957)
Title: Fire Chief
10. Approve the terms and conditions of and authorize the Board President and Fire Chief to execute the following: (a) Memorandum of Understanding between the Montecito Firefighters' Association and the Montecito Fire Protection District; and (b) Memorandum of Understanding between Members of Staff and the Montecito Fire Protection District. (Strategic Plan Goals 1 and 8)
11. Approval of the Publicly Available Pay Schedule, effective July 1, 2022, as required by CalPERS. (Strategic Plan Goal 8)
 - a. Staff report presented by District Accountant Nahas.

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.

Adjournment

This agenda posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is June 23, 2022.



Kevin Taylor, Fire Chief

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Agenda

Item #2



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: Kevin Taylor, Fire Chief *KT*
Prepared by: Araceli Nahas, Accountant *AN*
Date: June 27, 2022
Topic: Audited Financial Statements for June 30, 2021

Summary

The following report provides a brief description of the various sections included in the District's audited financial statements for June 30, 2021.

Discussion

The District engaged with independent audit firm, Fechter & Company ("Fechter"), to perform an annual audit and issue financial statements. Firm partner, Scott German, will provide a thorough review of the financials during the meeting via Zoom.

Annual Financial Report for the Year Ended June 30, 2021

Independent Auditor's Report (Pg. 1)

In this report, Fechter communicates Management's responsibility for the financial statements, the Auditor's responsibility, and the audit process. In the last paragraph, Fechter renders an opinion that they have concluded that the District's financial statements present fairly and according to generally accepted accounting principles.

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

The Management's Discussion and Analysis ("MD&A") section of the report is produced internally by Chief Taylor and Araceli and is intended to highlight any important financial activity for the year. In this year's report, the issuance of the Pension Obligation Bond and paydown of the District's CalPERS Unfunded Accrued Liabilities are significant events mentioned throughout the MD&A. Fechter reviews the MD&A for accuracy, but the information is not part of the audit testing.

Balance Sheet (Pg. 10) and Statement of Activities (Pg. 11)

The starting figures for the financial statements are derived from the District's FIN accounting system and required journal entries are reflected in the "Adjustments" column to ensure that the final reporting numbers follow Generally Accepted Accounting Principles ("GAAP") and statements issued by the Governmental Accounting Standards Board ("GASB"). Fechter and Araceli review all adjustments prior to posting.

Notes to the Financial Statements and Required Supplementary Information (Pg. 14-36)

The notes are required to accompany the financial statements and provide details on significant financial transactions and adjustments.

Conclusion

Staff recommends that the Board accept and file the Annual Financial Report for June 30, 2021.

Attachments

1. Annual Financial Report for the Year Ended June 30, 2021

Strategic Plan Reference

Strategic Plan Goal #8, Ensure Financial Accountability & Transparency

**MONTECITO FIRE
PROTECTION DISTRICT**

**ANNUAL FINANCIAL REPORT
WITH
INDEPENDENT AUDITOR'S REPORT THEREON**

JUNE 30, 2021

DRAFT JUNE 27 2022 DRAFT

June 27, 2022

MONTECITO FIRE PROTECTION DISTRICT

Annual Financial Report
June 30, 2021

Table of Contents

Independent Auditor’s Report.....1-2

Management’s Discussion and Analysis (Unaudited).....3-9

Basic Financial Statements:

 Statement of Net Position and Governmental Funds Balance Sheet.....10-11

 Statement of Activities and Governmental Fund Revenues, Expenditures,
 and Changes in Fund Balances12-13

 Notes to the Financial Statements14-32

Required Supplementary Information (Unaudited):

 Budgetary Comparison Schedule – General Fund (Unaudited)33

 Notes to the Budgetary Comparison Schedules34

 Other Post-Employment Benefits (OPEB) Plan – Schedule of Funding Progress35

 Required Supplementary Information – Pensions36

INDEPENDENT AUDITOR'S REPORT

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

We have audited the accompanying financial statements of the governmental activities and each major fund of the Montecito Fire Protection District (the District) as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Montecito Fire Protection District as of June 30, 2021, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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

Other Matters

Required Supplementary Information

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

Fechter & Company,
Certified Public Accountants

Sacramento, California
June 27, 2022

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

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June 27, 2022

MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis
(Unaudited)
June 30, 2021

The purpose of the Management's Discussion and Analysis (MD&A) is to provide an overview of the District's financial condition and to highlight important changes and activities with fiscal implications that occurred during the year ended June 30, 2021. Please read it in conjunction with the District's basic financial statements and required supplementary information, which follow this section.

Discussion of Basic Financial Statements

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

The District's financial statements include three components:

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

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

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

MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis (Unaudited) June 30, 2021

Government-Wide Financial Analysis

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

Table 1 – Montecito Fire Protection District Net Position

	2021	2020	Dollar Change	Percent Change
Assets:				
Current and other assets	\$ 43,519,230	\$ 31,886,168	\$ 11,633,062	36.48%
Capital assets	11,107,028	11,032,262	74,766	0.68%
Total assets	<u>\$ 54,626,258</u>	<u>\$ 42,918,430</u>	<u>\$ 11,707,828</u>	27.28%
Liabilities:				
Current and other liabilities	\$ 6,768,605	\$ 5,514,185	\$ 1,254,420	22.75%
Long-term liabilities	38,011,123	26,653,362	11,357,761	42.61%
Total liabilities	<u>44,779,728</u>	<u>32,167,547</u>	<u>12,612,181</u>	39.21%
Net Position:				
Invested in capital assets	11,107,028	11,032,262	74,766	0.68%
Unrestricted	<u>(1,260,498)</u>	<u>(281,379)</u>	<u>(979,119)</u>	347.97%
Total net position	<u>\$ 9,846,530</u>	<u>\$ 10,750,883</u>	<u>\$ (904,353)</u>	-8.41%

In 2021, the District issued a Pension Obligation Bond (POB) totaling \$8.2 million, and made supplemental pension payments to CalPERS totaling \$7.7 million to significantly reduce the pension unfunded accrued liability. The supplemental payments were made from the District's existing fund balances. The combination of these two transactions will impact this year's financials in various ways, which will be detailed throughout this narrative.

Total assets increased \$11,707,828, or 27.3%, when compared to the prior year. The change in current and other assets is primarily a result of an increase in the deferred outflows of resources of almost \$19,000,000 resulting from the paydown of pension liabilities, and partly offset with a decrease in cash due to the pension supplemental payments (of \$7.7 million) issued to CalPERS.

Total liabilities increased by \$12,612,181, or 39.2%. The increase in liabilities is primarily a result of the issuance of the Pension Obligation Bond (\$8.2 million) and increases to the pension and OPEB liabilities (totaling \$4 million). The pension and OPEB liabilities are based on independent actuarial reports. Net position over time is a useful indicator of a government's financial position. For Montecito Fire Protection District, assets exceed liabilities by \$9,846,530 at the close of the current fiscal year. The decrease of \$904,353, when compared to the prior year, is the amount by which fund expenditures exceed revenues in the current fiscal year (See Table 2 on page 5).

MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis (Unaudited) June 30, 2021

Table 2 – Montecito Fire Protection District Change in Net Position

	2021	2020	Dollar Change	Percent Change
Revenues:				
Property taxes	\$ 18,664,517	\$ 18,024,039	\$ 640,478	3.55%
Investment income	(75,683)	366,175	(441,858)	-120.67%
Rental income	-	12,900	(12,900)	-100.00%
Intergovernmental	3,744,435	1,022,095	2,722,340	266.35%
Miscellaneous	1,021	1,452,736	(1,451,715)	-99.93%
Total revenues	<u>22,334,290</u>	<u>20,877,945</u>	<u>1,456,345</u>	<u>6.98%</u>
Expenses:				
Salaries and benefits	20,099,863	15,813,604	4,286,259	27.10%
Services and supplies	2,468,935	2,114,206	354,729	16.78%
Interest	11,599	-	11,599	N/A
Depreciation	613,154	473,033	140,121	29.62%
Total expenses	<u>23,193,551</u>	<u>19,424,070</u>	<u>3,769,481</u>	<u>19.41%</u>
Change in net position	(859,261)	1,453,875	(2,313,136)	-159.10%
Net Position – Beginning	<u>10,750,883</u>	<u>9,297,008</u>	<u>1,453,875</u>	<u>15.64%</u>
Prior Period Adjustment	<u>(45,092)</u>	<u>-</u>	<u>-</u>	
Net Position – Ending	<u>\$ 9,846,530</u>	<u>\$ 10,750,883</u>	<u>\$ (904,353)</u>	<u>-8.41%</u>

The District's total revenues increased by \$1,456,345, or 6.98%, in the current fiscal year. The total increase is primarily attributed to the following factors:

- Property tax revenue increased by \$640,478, or 3.55%, due to increases in assessed value.
- Intergovernmental revenue increased significantly by \$2,722,340, or 266.35%, from the prior year due to an increase in mutual aid fire assignments throughout the state.
- Investment income decreased by \$441,858, or -120.67%, due to the low returns and unrealized losses experienced by the County Treasury Pool.
- Miscellaneous revenue decreased by \$1,451,715, or 99.93%. In the prior year, the District received one-time settlement funds for the Thomas Fire/Debris Flow damages.

MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis (Unaudited) June 30, 2021

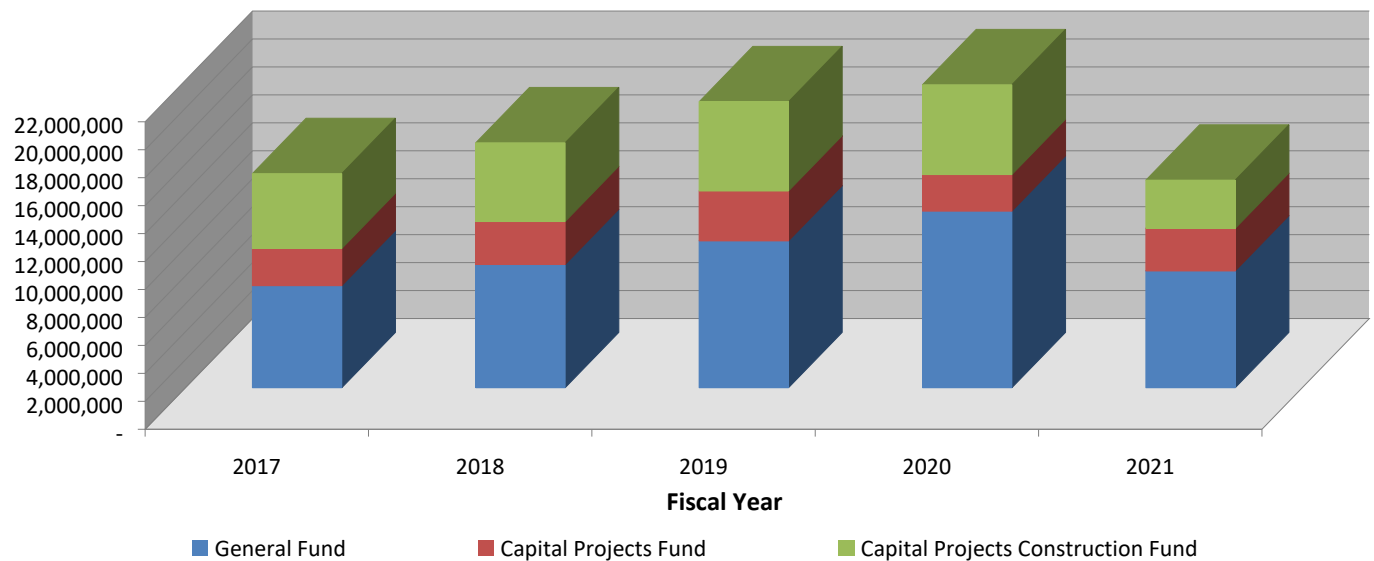
The District's total expenses increased by \$3,769,481, or 19.41%. The total increase is primarily attributed to the following factors:

- Services and supplies increased by \$354,729, or 16.78%, due to operational needs, including one-time Pension Obligation Bond issuance costs of \$145,000.
- The GASB 68 (pension) and GASB 75 (OPEB) adjustments increased by a total of \$3.4 million as calculated using independent actuarial reports.

Analysis of Fund Balances of Individual Funds

The chart below displays the fiscal year end (2017 to 2021) fund balances for the District's General Fund (annual operating account), Capital Projects Fund (equipment pre-funding account), and Capital Projects Construction Fund (land and building account).

Fund Balances – 5 Year Trend



Total fund balance increased steadily from fiscal year 2017 to 2020, and in 2021 the District issued supplemental pension contributions to CalPERS totaling \$7.7 million to significantly reduce the pension unfunded accrued liability. The supplemental payments were issued using existing funds from the District's General Fund and Capital Projects Construction Fund, therefore causing the fund balance to decrease for those two accounts.

The General Fund balance includes \$7,040,000 in Board-approved reserves: catastrophic and economic uncertainties.

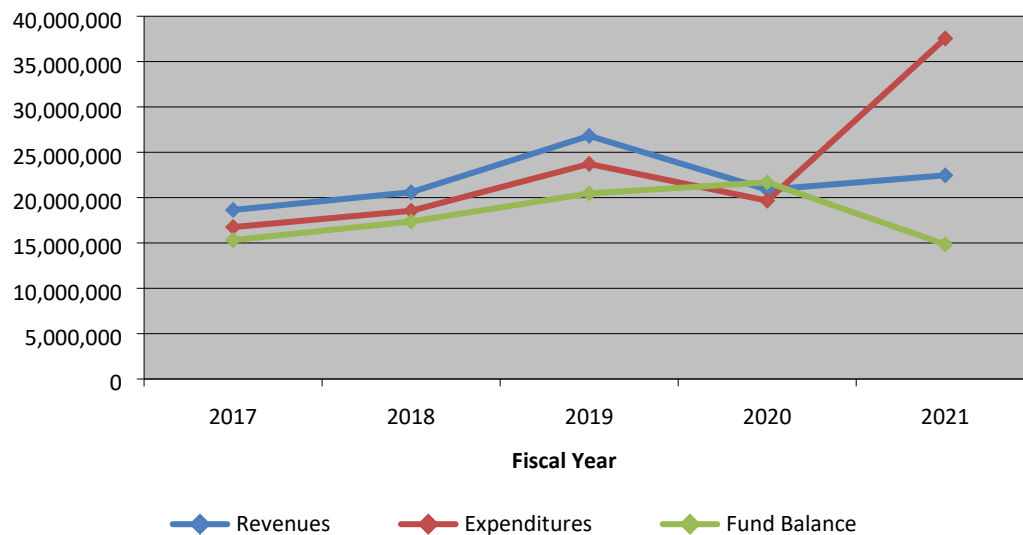
MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis
(Unaudited)
June 30, 2021

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

The following chart displays the District's revenues, expenditures, and ending "Memorandum Only" fund balance totals for the same five-year period. Revenue and expenses followed a similar trendline from 2017 to 2020. In 2021, expenses increased significantly due to the supplemental contribution to CalPERS totaling \$16.8 million to pay down the pension unfunded accrued liabilities, which also caused the total fund balances to decrease in 2021.

Revenues, Expenditures & Fund Balance - 5 Year Trend



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

The Board of Directors adopted the District's 2021 fiscal year operating budget in September of 2020 on a modified accrual basis. As adopted for the General Fund, budgeted revenues totaled \$20,129,000, while projected expenditures totaled \$20,512,000. Operating transfers to the Capital Projects Fund were \$475,000.

The District formally amended its originally adopted budget in January and June 2021. As amended for the General Fund, final revised budgeted revenues increased by \$2,520,000 to \$22,649,000, projected expenditures increased by \$17,978,240 to \$38,490,240, and financing sources of \$11,098,240 were established.

Actual revenues for the year were \$125,224 less than budgeted and actual expenditures were \$1,148,726 lower than the final amended budget on a modified accrual basis. Refer to the required supplementary information on page 33 for the Budget Comparison Schedule.

MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis
(Unaudited)
June 30, 2021

Capital Assets and Debt Administration**Capital Assets**

The District's investment in capital assets for its governmental activities as of June 30, 2021, amounted to \$11,107,028 (net of accumulated depreciation). This investment in capital assets includes land, construction in progress, structures, improvements, and equipment.

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

Table 3 – Montecito Fire Protection District Capital Assets

	<u>2021</u>	<u>2020</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Land	\$ 2,577,530	\$ 2,577,530	\$ -	0.00%
Construction in progress	723,225	609,563	113,662	18.65%
Structures & improvements	7,929,502	7,841,087	88,415	1.13%
Equipment	6,819,441	6,449,481	369,960	5.74%
Total cost	<u>18,049,698</u>	<u>17,477,661</u>	<u>572,037</u>	<u>3.27%</u>
Less: accumulated depreciation	<u>(6,942,670)</u>	<u>(6,445,399)</u>	<u>(497,271)</u>	<u>7.72%</u>
Total capital assets - net	<u>\$ 11,107,028</u>	<u>\$ 11,032,262</u>	<u>\$ 74,766</u>	<u>0.68%</u>

Significant capital asset activity during fiscal year 2020-21 includes the following:

- Construction in progress increases were due to the rebuilding and repairs to two rental property units.
- The District's building improvements included new flooring to the Station 91 buildings and heating/air system upgrades.
- The District also placed in service operation equipment, including the full replacement of Self Contained Breathing Apparatus system (\$490,000), a new cardiac monitor for patient care (\$33,000), and a new battalion chief vehicle (\$62,000).
- The District recognized \$613,154 in depreciation expense.

MONTECITO FIRE PROTECTION DISTRICT

Management's Discussion and Analysis
(Unaudited)
June 30, 2021

Long-Term Debt

In May of 2021, the District authorized the issuance and sale of Taxable Pension Obligation Bonds (POB) with a principal amount of \$8,263,240. Proceeds of the sale were used to pay down existing pension unfunded accrued liabilities with California Public Employees Retirement System (CalPERS). The bonds were issued at a 1.75% interest rate on the basis of a 360-day year over a seven-year period terminating on February 1, 2028. The District did not make any bond principal or interest payments during the year ended June 30, 2021. The total outstanding debt at June 30, 2021 was \$8,263,240.

Contacting the District Management

This financial report is designed to provide citizens, taxpayers, and creditors with a general overview of the District's finances and to show the District's accountability for the revenue received. We are committed to being open and accessible in our operations and governance. If you have any questions regarding this report or need additional financial information, please visit our website at Montecitofire.com.

BASIC FINANCIAL STATEMENTS

DRAFT JUNE 27 2022 DRAFT

June 27, 2022

MONTECITO FIRE PROTECTION DISTRICT
STATEMENT OF NET POSITION AND GOVERNMENTAL FUNDS BALANCE SHEET
JUNE 30, 2021

	Governmental Funds					Adjustments	Statement of Net Position
	General Fund	Pension Obligation Fund	Capital Project Fund	Capital Project Construction Fund	Total Memorandum Only		
Assets:							
Cash and investments	\$ 8,324,616	\$ 856	\$ 3,046,013	\$ 3,442,060	\$ 14,813,545	\$ -	\$ 14,813,545
Accounts receivable	243,560	-	-	-	243,560	-	243,560
Interest receivable	10,950	1	2,431	4,915	18,297	-	18,297
Capital assets, net	-	-	-	-	-	11,107,028	11,107,028
Total Assets	<u>\$ 8,579,126</u>	<u>\$ 857</u>	<u>\$ 3,048,444</u>	<u>\$ 3,446,975</u>	<u>\$ 15,075,402</u>	11,107,028	26,182,430
Deferred Outflows of Resources - Pensions					-	25,361,056	25,361,056
Deferred Outflows of Resources - OPEB					-	3,082,772	3,082,772
Liabilities:							
Current liabilities							
Accounts payable	\$ 177,111	\$ -	\$ -	\$ 1,375	\$ 178,486	\$ -	\$ 178,486
Salaries and benefits payable	45,835	-	-	-	45,835	-	45,835
Accrued interest - current portion	-	-	-	-	-	11,599	11,599
Long-term liabilities:							
Net Pension liability	-	-	-	-	-	25,606,938	25,606,938
Net OPEB liability	-	-	-	-	-	3,521,734	3,521,734
Compensated absences	-	-	-	-	-	1,776,420	1,776,420
Pension obligation bonds	-	-	-	-	-	8,263,240	8,263,240
Total Liabilities	<u>222,946</u>	<u>-</u>	<u>-</u>	<u>1,375</u>	<u>224,321</u>	<u>39,179,931</u>	<u>39,404,252</u>
Fund Balances/Net Position:							
Fund Balances:							
Nonspendable	123,260	-	-	-	123,260	(123,260)	-
Committed	1,085,919	-	-	-	1,085,919	(1,085,919)	-
Assigned	7,040,500	-	857	857	7,042,214	(7,042,214)	-
Unassigned	106,501	857	3,047,587	3,444,743	6,599,688	(6,599,688)	-
Total Fund Balances	<u>8,356,180</u>	<u>857</u>	<u>3,048,444</u>	<u>3,445,600</u>	<u>14,851,081</u>	<u>(14,851,081)</u>	<u>-</u>
Total Liabilities, Fund Balances	<u>\$ 8,579,126</u>	<u>\$ 857</u>	<u>\$ 3,048,444</u>	<u>\$ 3,446,975</u>	<u>\$ 15,075,402</u>		
Deferred Inflows of Resources - Pensions						4,954,492	4,954,492
Deferred Inflows of Resources - OPEB						420,984	420,984
Net Position:							
Invested in capital assets						11,107,028	11,107,028
Unrestricted						(1,260,498)	(1,260,498)
Total Net Position						<u>\$ 9,846,530</u>	<u>\$ 9,846,530</u>

10
DRAFT JUNE 27 2022 DRAFT
The accompanying notes are an integral part of these financial statements.

MONTECITO FIRE PROTECTION DISTRICT
STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED
JUNE 30, 2021

	Governmental Funds					Adjustments	Statement of Activities
	General Fund	Pension Obligation Fund	Capital Project Fund	Capital Projects Construction Fund	Total Memorandum Only		
Revenues:							
Property taxes	\$ 18,664,517	\$ -	\$ -	\$ -	\$ 18,664,517	\$ -	\$ 18,664,517
Investment income	(58,319)	(2)	(4,461)	(12,901)	(75,683)	-	(75,683)
Intergovernmental	3,744,435	-	-	-	3,744,435	-	3,744,435
Proceeds from sale of assets/loss on sale	-	-	34,450	-	34,450	(123,136)	(88,686)
Miscellaneous	89,707	-	-	-	89,707	-	89,707
Total Revenues	22,440,340	(2)	29,989	(12,901)	22,457,426	(123,136)	22,334,290
Expenditures:							
Salaries and benefits	34,267,342	-	-	-	34,267,342	(14,167,479)	20,099,863
Services and supplies	2,452,058	-	-	16,877	2,468,935	-	2,468,935
Debt service:							
Interest	-	-	-	-	-	11,599	11,599
Depreciation	-	-	-	-	-	613,154	613,154
Capital outlay	622,116	-	75,278	113,662	811,056	(811,056)	-
Total Expenditures/Expenses	37,341,516	-	75,278	130,539	37,547,333	(14,353,782)	23,193,551
Excess (deficiency) of revenues over (under) expenditures	(14,901,176)	(2)	(45,289)	(143,440)	(15,089,907)	14,230,646	(859,261)
Other Financing Sources (Uses):							
Transfers in	2,835,000	-	475,000	-	3,310,000	(3,310,000)	-
Transfers out	(475,000)	-	-	(2,835,000)	(3,310,000)	3,310,000	-
Proceeds of long-term debt	8,263,240	-	-	-	8,263,240	(8,263,240)	-
Total other financing sources (uses)	10,623,240	-	475,000	(2,835,000)	8,263,240	(8,263,240)	-
Net change in fund balances	(4,277,936)	(2)	429,711	(2,978,440)	(6,826,667)	6,826,667	-
Change in net position	-	-	-	-	-	(859,261)	(859,261)
Fund Balances/Net Position - Beginning	12,634,116	859	2,618,733	6,424,040	21,677,748	(10,926,865)	10,750,883
Prior Period Adjustment	-	-	-	-	-	(45,092)	(45,092)
Restated beginning Fund Balances/Net Position	12,634,116	859	2,618,733	6,424,040	21,677,748	(10,971,957)	10,705,791
Fund Balances/Net Position - Ending	\$ 8,356,180	\$ 857	\$ 3,048,444	\$ 3,445,600	\$ 14,851,081	\$ (11,831,218)	\$ 9,846,530

11
DRAFT JUNE 27 2022 DRAFT
The accompanying notes are an integral part of these financial statements.

NOTES TO THE BASIC FINANCIAL STATEMENTS

DRAFT JUNE 27 2022 DRAFT

June 27, 2022

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**Reporting Entity**

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

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

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

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

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

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

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

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

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

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

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

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

The District maintains the following governmental fund types:

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

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

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

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**Funds – Basis of Presentation, Measurement Focus, and Basis of Accounting - continued**

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

Investments

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

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

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

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

Receivables

Receivables are recorded in the District's Statement of Net Position and Governmental Funds Balance Sheet net of any allowance for uncollectible. All receivables are deemed to be collectible at June 30, 2021, and, as such, the District has no allowance for uncollectible accounts for these receivables.

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**Capital Assets**

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

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

Compensated Absences

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

Deferred Compensation Plan

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

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

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

Fund Equity

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

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

- *Nonspendable fund balance* – amounts that cannot be spent because they are either (a) not spendable in form or (b) legally or contractually required to be maintained intact.
- *Committed fund balance* – amounts that can only be used for specific purposes determined by formal action of the District’s highest level of decision-making authority and that remain binding unless removed in the same manner. The underlying action that imposed the limitation needs to occur no later than the close of the reporting period.
- *Restricted fund balance* – This fund balance classification should be reported when there are constraints placed on the use of resources externally (by creditors, grant sources, contributors, etc.) or imposed by law or enabling legislation.
- *Assigned fund balance* – amounts that are constrained by the District’s intent to be used for specific purposes. The intent can be established at either the highest level of decision-making or by a body or an official designated for that purpose. This is also the classification for residual funds in the District’s debt service, special revenue, and capital projects funds.
- *Unassigned fund balance* – the residual classification for the District’s General Fund that includes amounts not contained in the other classifications. In other funds, the unassigned classification is used only if expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes.

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

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**Memorandum Only – Total Columns**

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

Use of Estimates

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

Other Post-Employment Benefits

During the year ended June 30, 2018, the District adopted GASB Statement 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (GASB 75)*. This statement requires the District recognize in its financial statements the total Postemployment Benefits Other Than Pensions (OPEB) liability for the health benefits provided to retirees, less the amounts held in an irrevocable trust account.

Annual OPEB cost for most employers will be based on actuarially determined amounts that, if paid on an ongoing basis, generally would provide sufficient resources to pay benefits as they come due. The District implemented the requirements of GASB 75 on a prospective basis.

GASB 75 also establishes disclosure requirements for information about the plans in which an employer participates, the funding policy followed, the actuarial valuation process and assumptions, and, for certain employers, the extent to which the plan has been funded over time.

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 2: CASH AND INVESTMENTS**Investment in the Santa Barbara County Investment Pool**

The District is a voluntary participant in the Santa Barbara County Treasurer's investment pool that is regulated by California Government Code under the oversight of the Treasurer of the State of California. The balance available for withdrawal is based on the accounting records maintained by the County Treasurer. As of June 30, 2021 the District had cash on deposit with the County Treasurer in the amount of \$14,813,545.

Investments Authorized by District Policy

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

Interest Rate Risk

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

Credit Risk

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

Custodial Credit Risk

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

MONTECITO FIRE PROTECTION DISTRICTNotes to the Financial Statements
June 30, 2021**NOTE 3: CAPITAL ASSETS**

Capital assets activity for the year ended June 30, 2021, is as follows:

	<u>July 1, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2021</u>
Capital assets, not being depreciated:				
Land	\$ 2,577,530	\$ -	\$ -	\$ 2,577,530
Construction in progress	<u>609,563</u>	<u>113,662</u>	<u>-</u>	<u>723,225</u>
Total capital assets, not being depreciated	<u>3,187,093</u>	<u>113,662</u>	<u>-</u>	<u>3,300,755</u>
Capital assets, being depreciated:				
Structures and improvements	7,841,087	88,415	-	7,929,502
Equipment	<u>6,449,481</u>	<u>608,979</u>	<u>(239,019)</u>	<u>6,819,441</u>
Total capital assets, being depreciated	<u>14,290,568</u>	<u>697,394</u>	<u>(239,019)</u>	<u>14,748,943</u>
Less accumulated depreciation for:				
Structures and improvements	(3,201,296)	(183,322)	-	(3,384,618)
Equipment	<u>(3,244,103)</u>	<u>(429,832)</u>	<u>115,883</u>	<u>(3,558,052)</u>
Total accumulated depreciation	<u>(6,445,399)</u>	<u>(613,154)</u>	<u>115,883</u>	<u>(6,942,670)</u>
Total capital assets, being depreciated, net	<u>7,845,169</u>	<u>84,240</u>	<u>(123,136)</u>	<u>7,806,273</u>
Total capital assets, net	<u>\$ 11,032,262</u>	<u>\$ 197,902</u>	<u>\$ (123,136)</u>	<u>\$ 11,107,028</u>

Depreciation expense amounted to \$613,154 for the fiscal year ended June 30, 2021.

NOTE 4: LONG-TERM LIABILITIES

Changes to the District's long-term liabilities for the year ended June 30, 2021, are as follows:

	<u>July 1, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2021</u>
Compensated absences	\$ 1,545,373	\$ 231,047	\$ -	\$ 1,776,420
Pension obligation bond	-	8,263,240	-	8,263,240
Net pension liability	<u>22,903,885</u>	<u>2,703,053</u>	<u>-</u>	<u>25,606,938</u>
	<u>\$ 24,449,258</u>	<u>\$ 11,197,340</u>	<u>\$ -</u>	<u>\$ 35,646,598</u>

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

MONTECITO FIRE PROTECTION DISTRICTNotes to the Financial Statements
June 30, 2021**NOTE 4: LONG-TERM LIABILITIES - continued**

The District entered into a pension obligation bond dated June 10, 2021 with the US Bank for the sole purpose of paying down its pension liability. The bond carries an interest rate of 1.75% and will be amortized as follows:

Fiscal Year Ending	Total due
June 30,	
2022	\$ 1,249,999
2023	1,257,927
2024	1,257,927
2025	1,257,927
2026	1,257,927
2027 - 2028	<u>2,515,855</u>
Total future payments	8,797,562
Less interest portion	<u>(534,322)</u>
Total amount due	<u><u>\$ 8,263,240</u></u>

NOTE 5: INTERFUND TRANSFERS

Interfund transfers in the District's fund financial statements made during the year ended June 30, 2021, are as follows:

Fund #	Fund Name	Transfers In	Transfers Out
3650	General	\$ 2,835,000	\$ 475,000
3652	Capital projects	475,000	-
3653	Land & Building	-	2,835,000
		<u><u>\$ 3,310,000</u></u>	<u><u>\$ 3,310,000</u></u>

NOTE 6: RISK MANAGEMENT

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

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 6: RISK MANAGEMENT - continued

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

FAIRA provides the District with insurance-like benefits for general liability and excess liability coverage, automobile claims, management liability coverage, and property coverage for buildings, contents, and crime. During the fiscal year, the District contributed an annual premium of \$41,784 with limits ranging from \$1,000,000 to \$2,000,000 for each liability, and excess liability coverage of \$10,000,000. The insurance coverage in excess of the \$1,000,000, up to \$10,000,000, is provided by the Argonaut Insurance Company.

NOTE 7: RETIREMENT PLAN**Plan Description**

The District contributes to the Public Agency portion of the California Public Employees Retirement System (CalPERS), an agent multiple-employer public employee defined benefit pension plan. CalPERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by State statute and District ordinance. Copies of CalPERS' annual financial report may be obtained from its Executive Office at 400 P Street, Sacramento, CA 95814.

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

On January 1, 2013, the Public Employee Pension Reform Act of 2013 (PEPRA) became effective, which made numerous changes to public pension provisions for agencies contracting with CalPERS. A new tier level was created for new public agency employees, which includes a different retirement benefit formula as well as different employer and member contribution rates as compared to current public agency employees. CalPERS issues a separate comprehensive annual financial report, copies of which may be obtained from the CalPERS webpage at www.calpers.ca.gov.

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 7: RETIREMENT PLAN - continued**Funding Policy**

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

<u>Tier</u>	<u>Safety</u>	<u>Non-Safety</u>
Tier 1	23.558%	17.881%
PEPRA	13.884%	7.870%

In addition, the District also makes unfunded liability payments annually to help make up for the shortfall in the pension plan. This is also actuarially determined. The following represents the unfunded liability payments made during the 2021 fiscal year:

<u>Tier</u>	<u>Safety</u>	<u>Non-Safety</u>
Tier 1	\$ 1,441,434	\$ 166,462
PEPRA	2,915	1,036

Funding Policy

At June 30, 2021, the District reported a liability of \$25,606,938 in the Statement of Net Position for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2020 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all Pension Plan participants, which was actuarially determined.

For the fiscal year ended June 30, 2021, the District recognized pension expense of \$4,485,088 in its Government-Wide financial statements. Pension expense represents the change in the net pension liability during the measurement period, adjusted for actual contributions and the deferred recognition of changes in investment gain/loss, actuarial gain/loss, actuarial assumptions or method, and plan benefits.

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 7: RETIREMENT PLAN – continued

Actuarial Assumptions

The total pension liability in the June 30, 2020 actuarial valuation was determined using the following actuarial assumptions; total pension liability represents the portion of the actuarial present value of projected benefit payments attributable to past periods of service for current and inactive employees:

- Discount Rate/Rate of Return – 7.15%, net of investment expense
- Inflation Rate – 2.75%
- Salary increases – Varies by Entry Age and Service
- COLA Increases – up to 2.75%
- Post-Retirement Mortality – Derived using CalPERS’ Membership Data for all Funds

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the period July 1, 2016 through June 30, 2019.

The long-term expected rate of return on pension plan investments (7.15%) was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocations	Real Return Years 1-10	Real Return Years 11+
Global Equity	50.00	4.80%	5.98%
Global Fixed Income	28.00	1.00%	2.62%
Inflation Sensitive	0	.77%	1.81%
Private Equity	8.00	6.30%	7.23%
Real Estate	13.00	3.75%	4.93%
Liquidity	1.0	0	(.92)%

The discount rate used to measure the total pension liability was 7.15%. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that contributions from the District will be made at contractually required rates, actuarially determined. Based on those assumptions, the pension fund’s fiduciary net position was projected to be available

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 7: RETIREMENT PLAN - continued**Actuarial Assumptions - (continued)**

to make all projected future benefit payments of current active and inactive employees. In theory, the discount rate may differ from the long-term expected rate of return discussed previously. However, based on the projected availability of the pension fund's fiduciary net position, the discount rate is equal to the long-term expected rate of return on pension plan investments, and was applied to all periods of projected benefit payments to determine the total pension liability.

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

The following presents what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.15%) or 1 percentage point higher (8.15%) than the current rate:

	1% Decrease 6.15%	Discount Rate 7.15%	1% Increase 8.15%
District's proportionate share of the net pension liability	\$ 40,309,459	\$ 25,606,939	\$ 13,533,783

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

NOTE 8: OTHER POST-EMPLOYMENT BENEFITS (OPEB)**Plan Description and Funding Policy**

The District provides retiree healthcare benefits for employees who retire with CalPERS pension benefits immediately upon termination of employment from the District. The District contracts with CalPERS for this insured-benefit plan, an agent multiple-employer post-employment healthcare plan, established under the State of California's Public Employees' Medical and Hospital Care Act (PEMHCA). The plan's medical benefits and premium rates are established by CalPERS and the insurance providers. The District pays for medical, dental, and vision premiums for the lifetime of the retiree and their eligible dependents. The District pays 100% of the retiree medical premiums, up to a maximum of \$2,725 per month for 2021, and 100% of the premiums for retiree dental and vision coverage. CalPERS issues a separate comprehensive annual financial report, copies of which may be obtained from the CalPERS webpage www.calpers.ca.gov.

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 8: OTHER POST EMPLOYMENT BENEFITS (OPEB) - continued**Plan Description and Funding Policy - (continued)**

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

The contributions to the OPEB plan are based on pay-as-you-go financing requirements, with an additional amount contributed to the PARS Trust to prefund benefits from time to time at the sole discretion of the Board. Retiree health benefits may be paid out of the PARS Trust, set up for this purpose, to the extent funded. The purpose of this funding policy is to manage the District's OPEB obligations while at the same time maintaining as much flexibility as possible to adjust for changing budgetary considerations.

Employees Covered by Benefit Terms

At the OPEB liability measurement date of June 30, 2020, the following employees were covered by the benefit terms:

- Retired employees – 56
- Active employees – 42

Total OPEB liability

The District's total OPEB liability was measured as of June 30, 2020 and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and Other Inputs

The total OPEB liability in the June 30, 2020 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.75%
Salary increases	4.00%
Medical cost trend	3-5% increases
Discount rate	5.5%

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 8: OTHER POST EMPLOYMENT BENEFITS (OPEB) - continued

	<u>2021</u>
Total OPEB liability - 6/30/2020	\$ 2,204,104
Service cost	447,974
Interest	905,833
Amortization of deferred inflows/outflows	894,363
Less benefit paid	(987,445)
Administrative costs	<u>56,905</u>
Total OPEB liability - 6/30/2021	<u><u>\$ 3,521,734</u></u>

Sensitivity of the District's Net OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current discount rate:

	<u>1% Decrease</u>	<u>Discount Rate</u>	<u>1% Increase</u>
	4.5%	5.5%	6.5%
District's net OPEB plan liability	\$ 5,458,703	\$ 3,521,734	\$ 1,910,085

Sensitivity of the District's Total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using a healthcare cost-trend rate that is 1 percentage point lower or 1 percentage point higher than the healthcare cost-trend rate:

	<u>1% Decrease</u>	<u>Current Trend</u>	<u>1% Increase</u>
		Rate	
District's net OPEB plan liability	\$ 1,802,911	\$ 3,521,734	\$ 5,518,819

OPEB expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2021 the District recognized OPEB expense of \$1,003,117 OPEB expense represents the change in the net OPEB liability during the measurement period, adjusted for actual contributions and the deferred recognition of changes in investment gain/loss and actuarial assumptions.

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 8: OTHER POST EMPLOYMENT BENEFITS (OPEB) - continued

OPEB expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB - (continued)

At June 30, 2021, the District reported deferred outflows and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Net differences between expected and actual experience	\$ 957,303	\$ -
Change in assumptions	977,014	285,345
Net differences between project and actual earnings	148,455	135,639
Contributions subsequent to measurement date	1,000,000	-
	\$ 3,082,772	\$ 420,984

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ending June 30,	Amount
2022	\$ 515,047
2023	548,419
2024	397,279
2025	201,042
Total	\$ 1,661,787

NOTE 9: WORKFORCE HOUSING

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

In January of 2018, one property was destroyed and two were severely damaged rendering them uninhabitable. Since then, one property was repaired and is currently occupied by an employee of the District. The other two properties are in the repair and rebuilding phase.

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 10: DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES

Pursuant to GASB Statement No. 63, the District recognized deferred outflows of resources in the government-wide and proprietary fund statements. These items are a consumption of net position by the District that is applicable to a future reporting period. The District has one item that is reportable on the Government-Wide Statement of Net Position as Deferred Outflows of Resources which is related to pensions that are the CalPERS premiums for the 2021 fiscal year which will be recognized in a subsequent reporting period. The total for this is \$18,877,555.

The District is also reporting deferred outflows of resources relating to differences between projected and actual investment earnings, change in employer proportions and differences between the employer's contributions and their proportionate share of contributions. The total of these amounts at year-end were \$6,483,492 and they will be amortized over a 3.8 year period.

The District also recognized deferral inflows of resources in the government-wide financial statements. These are related to differences between expected and actual experience, changes of assumptions, and differences between employers and the District's proportionate share of contributions. This amount totaled \$4,952,579 and will be amortized over a 3.8 year period.

Under the modified accrual basis of accounting, it is not enough that revenue is earned; it must also be available to finance expenditures of the current period. Governmental funds will therefore include deferred inflows of resources for amounts that have been earned but are not available to finance expenditures in the current period. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2022	\$ 1,515,048
2023	548,419
2024	397,279
2025	<u>201,042</u>
Total	<u>\$ 2,661,788</u>

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 11: EXPLANATION OF CERTAIN DIFFERENCES BETWEEN GOVERNMENTAL FUNDS BALANCE SHEETS AND STATEMENT OF NET POSITION

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

<i>Capital assets used in Governmental Activities are not financial resources and, therefore; are not reported in the funds.</i>	\$ 11,107,028
<i>Certain long-term assets, such as deferred outflows of resources, create long-term assets.</i>	28,443,828
<i>Long-term liabilities, including compensated absences are not due and payable in the current period and, therefore; are not reported in the funds.</i>	(1,776,420)
<i>Long-term debt payable</i>	(8,274,839)
<i>Other long-term liabilities, such as the net pension liability and deferred inflows of resources, are not due and payable in the current period and, therefore; are not reported in the funds.</i>	(34,504,148)
Combined Adjustment	<u><u>\$ (5,004,551)</u></u>

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

<i>Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. The difference is the amount by which depreciation exceeded capital outlays in the current period, plus gain on disposal.</i>	\$ 74,766
<i>Proceeds from pension obligation bonds are reflected as other financing sources for the fund statements and as a liability for the government wide statements</i>	\$ (8,274,839)
<i>Changes in the compensated absences, net pension liability, and OPEB liabilities are expenditures in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.</i>	14,167,479
Combined Adjustment	<u><u>\$ 5,967,406</u></u>

MONTECITO FIRE PROTECTION DISTRICT

Notes to the Financial Statements
June 30, 2021

NOTE 12: COMMITMENTS AND CONTINGENCIES**Litigation**

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

Grant Revenues

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

NOTE 13: PRIOR PERIOD ADJUSTMENT

A prior period adjustment of \$45,092 was recorded to remove bond issuance costs related to prior debt financing.

NOTE 14: SUBSEQUENT EVENTS & CONTINGENCIES

Subsequent events have been reviewed through June 7, 2022, the date the financial statements were available to be issued. In January 2020, the virus, SARS-CoV-2, was transmitted to the United States from overseas sources. This virus, responsible for the Coronavirus disease COVID-19, has proven to be extremely virulent with transmission rates as yet unknown. The economic impact on the State of California and the County of Santa Barbara as yet has not been determined and, therefore, any potential impact on the District is not yet known.

**REQUIRED SUPPLEMENTARY INFORMATION
(UNAUDITED)**

DRAFT JUNE 27 2022 DRAFT

June 27, 2022

**MONTECITO FIRE PROTECTION DISTRICT
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND (Unaudited)
FOR THE YEAR ENDED
JUNE 30, 2021**

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
Revenues				
Property taxes	\$ 18,690,000	\$ 18,690,000	\$ 18,664,517	\$ (25,483)
Investment income	150,000	150,000	(58,319)	(208,319)
Rental income	10,000	10,000	-	(10,000)
Intergovernmental	1,062,000	3,522,000	3,744,435	222,435
Miscellaneous	217,000	277,000	89,707	(187,293)
Total revenues	<u>20,129,000</u>	<u>22,649,000</u>	<u>22,440,340</u>	<u>(208,660)</u>
Expenditures				
Salaries and benefits	17,212,000	34,530,240	34,267,342	262,898
Services and supplies	2,453,000	2,683,000	2,452,058	230,942
Capital outlay	847,000	1,277,000	622,116	654,884
Total expenditures	<u>20,512,000</u>	<u>38,490,240</u>	<u>37,341,516</u>	<u>1,148,724</u>
Excess of revenues over expenditures	<u>(383,000)</u>	<u>(15,841,240)</u>	<u>(14,901,176)</u>	<u>(1,357,384)</u>
Other Financing Uses:				
Transfers in (out)	(475,000)	10,623,240	2,360,000	8,263,240
Proceeds of long-term debt	-	-	8,263,240	(8,263,240)
Total other financing uses	<u>(475,000)</u>	<u>10,623,240</u>	<u>10,623,240</u>	<u>8,263,240</u>
Net changes in fund balances	<u>\$ (858,000)</u>	<u>\$ (5,218,000)</u>	<u>(4,277,936)</u>	
Fund balances - Beginning			<u>12,634,116</u>	
Fund balances - Ending			<u>\$ 8,356,180</u>	

MONTECITO FIRE PROTECTION DISTRICTNotes to Budgetary Comparison Schedules
For the Year Ended June 30, 2021**NOTE 1: BUDGETARY AND LEGAL COMPLIANCE**

In accordance with California Health and Safety Code Section 13895, on or before October 1, the District must submit a board approved budget to the County Auditor. Annual budgets are adopted for the District's General, Capital Projects, and Capital Projects Construction Funds. Budgets are prepared on the modified accrual basis of accounting consistent with GAAP. Annually, the Board of Directors conducts a public hearing for the discussion of proposed budgets. At the conclusion of the hearing, the Board adopts the final budgets. All appropriations lapse at fiscal year-end and are subject to re-appropriation as part of the following year's budget. The legal level of budgetary control (the level on which expenditures may not legally exceed appropriations) is maintained at the object level. Any changes in the annual budget must be changed by a vote of the Board. The Board amended the originally adopted General Fund budget in June of 2021.

MONTECITO FIRE PROTECTION DISTRICT

Required Supplementary Information Other Post-Employment Benefits (OPEB) Plan – Schedule of Funding Progress For the Year Ended June 30, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>
Total OPEB liability - beginning	\$ 2,204,104	\$ 2,414,377	\$ 1,601,486
Service cost	447,974	427,392	472,727
Interest	904,833	879,400	753,337
Expected return on plan assets	(704,617)	(687,583)	(794,397)
Experience differences		-	405,816
Changes in assumptions		-	(167,851)
Benefit paid	(987,445)	(886,355)	-
Change in deferred outflows and inflows	1,599,980	-	195,809
Administrative costs	56,905	56,873	(52,550)
Total OPEB liability - ending	<u>\$ 3,521,734</u>	<u>\$ 2,204,104</u>	<u>\$ 2,414,377</u>
Covered Payroll	\$ 9,738,029	\$ 9,550,994	\$ 10,410,655
Total OPEB liability as a percentage of covered payroll	37.55%	23.08%	23.19%
Plan fiduciary net position as a percentage of the total OPEB liability	77.88%	84.21%	82.17%
Measurement date	6/30/2020	6/30/2019	6/30/2018

MONTECITO FIRE PROTECTION DISTRICT

Required Supplementary Information - Pensions For the Year Ended June 30, 2021

Last 10 Fiscal Years*:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
District's proportion of the net pension liability	0.310696%	0.310636%	0.374780%	0.217400%	0.220500%	0.223520%	0.235350%
District's proportionate share of the net pension liability	\$ 13,163,696	\$ 11,522,916	\$ 18,462,053	\$ 21,524,106	\$ 21,248,085	\$ 22,903,886	\$ 25,606,939
District's covered employee payroll	6,597,160	6,998,926	6,784,400	6,983,314	7,517,960	7,537,293	7,856,722
District's proportionate share of the net pension liability as a percentage of its covered-employee payroll	199.53%	164.64%	272.13%	308.22%	282.63%	303.87%	325.92%
Plan Fiduciary net position as a percentage of the total pension liability	81.59%	83.99%	76.68%	75.48%	77.40%	77.23%	73.00%

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

CALPERS - Schedule of District Contributions

Last 10 Fiscal Years*:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Actuarially determined contribution	\$ 1,192,280	\$ 1,192,280	\$ 934,063	\$ 772,837	\$ 2,788,692	\$ 2,663,298	\$ 3,303,840
Total action contribution	<u>(1,192,280)</u>	<u>(1,192,280)</u>	<u>(934,063)</u>	<u>(772,837)</u>	<u>(2,788,692)</u>	<u>(2,663,298)</u>	<u>(3,303,840)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
District's covered-employee payroll	\$ 6,597,160	\$ 6,998,926	\$ 6,784,400	\$ 6,983,314	\$ 7,517,960	\$ 7,537,293	\$ 7,856,722
Contributions as a percentage of covered employee payroll	18.07%	17.04%	13.77%	11.07%	37.09%	35.33%	42.05%

Agenda

Item #3



STAFF REPORT

To: Montecito Fire Protection District Finance Committee
From: Kevin Taylor, Fire Chief *KT*
Prepared by: Araceli Nahas, Accountant *AN*
Date: June 20, 2022
Topic: Recommended Preliminary Budget for Fiscal Year 2022-23

Summary

The recommended Preliminary Budgets are presented for Finance Committee review and recommendation for approval. This revised draft reflects changes to Salaries and Benefits based on the tentative agreement with the District's two labor groups.

Budget Summary

The following table is an overview of the balanced budgets for each fund and a consolidated total. (Changes from the Preliminary Budget presented in May are reflected in blue font in the table below and on the financial budget document.)

	GENERAL FUND	CAPITAL RESERVES	LAND & BUILDING	TOTAL
Property taxes	20,562,000	-0-	-0-	20,562,000
Other revenue	<u>2,511,500</u>	<u>265,000</u>	<u>265,000</u>	<u>3,041,500</u>
Total Revenue	23,073,500	465,000	265,000	23,603,500
Salaries and benefits	19,507,500	-0-	-0-	19,507,500
Services and supplies	2,175,000	-0-	500,000	2,675,000
Other charges	124,300	-0-	-0-	124,300
Capital assets	60,000	970,000	1,279,500	2,309,500
Transfers/LT debt payments	<u>1,383,500</u>	<u>-0-</u>	<u>-0-</u>	<u>1,383,500</u>
Total Expenses	<u>23,250,300</u>	<u>970,000</u>	<u>1,779,500</u>	<u>25,999,800</u>
Use/(add) of carryover funds¹	<u>176,800</u>	<u>705,000</u>	<u>1,514,500</u>	<u>2,396,300</u>
Net financial impact	-0-	-0-	-0-	-0-
Est. fund balance at 6/30/23	8,139,000	2,648,000	1,486,000	12,273,000

¹ Carryover funds are included as a budgetary resource (like revenue) to eliminate a projected excess of expenditures over expected revenues. Carryover funds are an accumulation of unanticipated revenue, unspent funds, or Board-assigned reserves. The use of all funds is subject to Board approval.

Discussion

The proposed Preliminary Budget provides anticipated revenues and expenses for fiscal year 2022-23, and it is presented along-side the adopted budget for the current fiscal year (2021-22) for comparison purposes. The budget was presented to the Board in May, and has since been updated with the changes listed below as a result of a reaching a tentative agreement with the District's two labor groups.

General Fund Expenditures – Salaries & Employee Benefits

- Changes to all the Salaries & Employee Benefits line items are a result of the tentative agreements with the Montecito Firefighter's Association and Members of Staff.

Capital Reserves (Fund 3652)

- Expenditures: Capital Assets
 - 8300 Equipment - the change from the previous budget is an increase of \$15,000 for a carryover expense for the final upfit (lights/sirens package) for the new Prevention 94 vehicle. The installation and delivery vehicle is delayed until mid-July. These funds will carryover from the FY22 budget.

Conclusion

The Finance Committee recommends approval of Resolution 2022-12, Adoption of the Preliminary Budget for the FY 2022-23.

Attachments

1. Resolution 2022-12, Adoption of the Preliminary Budget for the FY 2022-23
2. Proposed Budgets for Fiscal Year 2022-23

Strategic Plan Reference

Strategic Plan Goal #8, Ensure Financial Accountability & Transparency

RESOLUTION NO. 2022-12

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTECITO FIRE PROTECTION DISTRICT
IN THE MATTER OF THE ADOPTION OF THE
PRELIMINARY BUDGET FOR THE FISCAL YEAR 2022-23**

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

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

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

WHEREAS, the Board of Directors met at a meeting on June 27, 2022, to consider the District's preliminary budget for fiscal year 2022-23 as described by and recommended for approval by the Fire Chief;

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

1. That the Board of Directors adopts the 2022-23 preliminary budget for the Montecito Fire Protection District in the form recommended by the Fire Chief at the Board's meeting on June 27, 2022.

In summary, the preliminary budget provides as follows:

<u>Fund 3650 – General Fund</u>	
Salaries & Employee Benefits	\$ 19,507,500
Services & Supplies	2,175,000
Other charges	124,300
Capital Assets	60,000
Other Financing Uses	<u>1,383,500</u>
	\$ 23,250,300
<u>Fund 3652 – Capital Outlay</u>	
Capital Assets	\$ 970,000
<u>Fund 3653 – Land & Building</u>	
Services & Supplies	\$ 500,000
Capital Assets	<u>1,279,500</u>
	\$ 1,779,500

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

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

3. The Board of Directors will meet on September 26, 2022, at 2:00 p.m. at the Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, California, to consider and adopt the final budget as required by law and any person may appear at that time and be heard regarding any item in the budget or regarding the addition of other items.

4. The Secretary is directed to cause to be published the notice attached to this resolution as Exhibit A in the *Santa Barbara News Press* in accordance with Health and Safety Code Section 13893 on or before June 30, 2022.

PASSED AND ADOPTED by the Governing Board of the Montecito Fire Protection District this 27th day of June, 2022, by the following vote, to wit:

AYES:

NAYS:

ABSTAIN:

ABSENT:

President of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

Secretary of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT

EXHIBIT A

PUBLIC NOTICE

Montecito Fire Protection District
in the Matter of the Preliminary Budget for Fiscal Year 2022-23
Health and Safety Code Section 13893

NOTICE IS HEREBY GIVEN that the preliminary budget of the Montecito Fire Protection District for fiscal year 2022-23 was adopted by the Board of Directors of said District on June 27, 2022, and is available for inspection Monday through Friday, between 8:00 a.m. and 5:00 p.m. at the Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, California.

NOTICE IS ALSO GIVEN that on September 26, 2022 at 2:00 p.m., the Board of Directors will meet at the Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, California, for the purpose of adopting the District's final budget at which time and place any person may appear and be heard regarding any item in the budget or regarding the addition of other items.

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

By order of the Board of Directors of the Montecito Fire Protection District, State of California, this 27th day of June, 2022.

Judith Ishkanian, Secretary

**Montecito Fire Protection District
Preliminary Budget for Fiscal Year 2022-23**

FUND 3650 - GENERAL FUND

	Proposed Budget FY 2023	Amended Budget FY 2021-22	Difference from Prelim
REVENUES			
Property Taxes			
3010 Property Tax - Secured (+4.7%)	\$ 19,387,500	\$ 18,517,000	870,500
3011 Property Tax - Unitary	175,500	175,500	-
3020 Property Tax - Unsecured (+4.7%)	639,500	611,000	28,500
3050 Property Tax - Prior Unsecured	13,500	13,500	-
3054 Supplemental Property Tax - Current	346,000	346,000	-
Total Taxes Revenue	20,562,000	19,663,000	899,000
Use of Money and Property			
3380 Interest Income	19,000	25,000	(6,000)
3409 Rental Property Income	31,000	20,000	11,000
Total Use of Money and Property	50,000	45,000	5,000
Intergovernmental Revenue - State			
3750 State-Emergency Assistance (Fire Asgmt)	1,000,000	1,550,000	(550,000)
4220 Homeowners Property Tax Relief	79,500	79,500	-
4310 State Grant (Cal Fire - Prevention)	150,000	150,000	-
Total Intergovernmental Revenue - State	1,229,500	1,779,500	(550,000)
Intergovernmental Revenue - Federal			
4476 Federal Emergency Assistance (Fire Asgmt)	1,000,000	2,050,000	(1,050,000)
Total Intergovernmental Revenue - Federal	1,000,000	2,050,000	(1,050,000)
Charges for Services			
5105 Reimbursement for District Services	221,500	215,000	6,500
Total Charges for Services	221,500	215,000	6,500
Miscellaneous Revenue			
5768 Safety Member Reimbursement	-	60,000	(60,000)
5909 Other - Miscellaneous Revenue	10,500	9,500	1,000
Total Miscellaneous Revenue	10,500	69,500	(59,000)
TOTAL REVENUES	\$ 23,073,500	\$ 23,822,000	\$ (748,500)

Montecito Fire Protection District
Preliminary Budget for Fiscal Year 2022-23

FUND 3650 - GENERAL FUND

		<u>Proposed Budget</u> <u>FY 2023</u>	<u>Amended Budget</u> <u>FY 2021-22</u>	<u>Difference</u> <u>from Prelim</u>
EXPENDITURES				
Salaries & Employee Benefits				
6100	Regular Salaries	\$ 10,251,500	\$ 9,729,000	522,500
6300	Overtime	202,000	193,000	9,000
6301	Overtime - Fire Reimbursable	2,000,000	3,000,000	(1,000,000)
6310	Overtime - Constant Staffing	1,047,000	997,000	50,000
6400	Retirement Contributions	2,688,000	2,418,000	270,000
6550	FICA/Medicare	192,500	172,000	20,500
6600	Insurance Contributions	2,467,000	2,226,000	241,000
	Health Insurance	2,234,000	2,000,000	
	Dental, Vision, Life Insurance	233,000	226,000	
6700	Unemployment Insurance	5,500	6,000	(500)
6900	Workers Compensation Insurance	654,000	620,000	34,000
	Total Salaries & Employee Benefits	19,507,500	19,361,000	146,500
Services & Supplies				
7030	Clothing and PPE	56,000	70,500	(14,500)
	Operational	56,000	51,000	
	Ballistic gear	-	19,500	
7050	Communications	115,000	115,000	-
	Operational	115,000	115,000	
7060	Food	3,000	2,500	500
7070	Household Supplies	36,000	33,000	3,000
	Operational	36,000	33,000	
7090	Insurance: Liability/Auto/Prop.	89,000	81,000	8,000
7120	Equipment Maintenance (Operations)	50,000	58,000	(8,000)
	Operational	50,000	50,000	
	Fuel tank repairs and spill kit	-	8,000	
7200	Structure and Ground Maintenance	42,000	38,500	3,500
	Operational	42,000	38,500	
7205	Fire Defense Zone (Hazard Mitigation)	435,000	435,000	-
	Operational	385,000	385,000	
	Structure Hardening Grant Program	50,000	50,000	
7322	Consulting and Management Fees	2,000	2,000	-
7324	Audit and Accounting Fees	30,000	30,000	-
7348	Instruments & Equipment	21,000	291,900	(270,900)
	Hose equipment and maintenance	6,000	6,000	
	Rope rescue equipment and maint	5,000	5,000	
	USAR equipment maintenance	10,000	10,000	
	Mobile radios fleet replacement	-	260,000	
	Flowmeter kit	-	6,200	
	High Pressure Hose Reel	-	4,700	
7363	Equipment Maintenance (Vehicles)	140,000	80,000	60,000
	Operational	140,000	80,000	
7400	Medical & First Aid Supplies	47,000	43,000	4,000
	Operational	47,000	43,000	
7430	Memberships	16,000	14,000	2,000

**Montecito Fire Protection District
Preliminary Budget for Fiscal Year 2022-23**

FUND 3650 - GENERAL FUND		Proposed Budget FY 2023	Amended Budget FY 2021-22	Difference from Prelim
7450	Office Expense	20,000	20,000	-
	Operational	20,000	20,000	
7456	IT Hardware < \$5,000	7,500	17,500	(10,000)
	Operational	7,500	7,500	
	iPad and laptop replacements	-	10,000	
7460	Professional and Special Services	324,000	565,000	(241,000)
	Operational	279,000	283,500	
	Vegetation Mgmt Programmatic EIR (carryover)	25,000	100,000	
	Facilities Project Manager	20,000	20,000	
	Debris Flow Risk Map update	-	76,500	
	Evacuation Analysis	-	60,000	
	Telecommunications Engineering	-	25,000	
7507	ADP Payroll Fees	8,500	8,500	-
7510	Contractual Services	120,500	132,100	(11,600)
7530	Publications & Legal Notices	6,000	6,000	-
7540	Rents & Leases - Equipment	5,500	4,000	1,500
7546	Administrative Tax Expense	240,000	200,000	40,000
7580	Rents & Leases - Structure (Gibraltar)	12,500	9,500	3,000
7630	Small Tools & Instruments	14,000	14,000	-
	Operational	11,000	11,000	
	HazMat team equipment	3,000	3,000	
7650	Special District Expense	38,000	20,500	17,500
	Operational (permits, fees, LAFCO, other)	30,500	20,500	
	Board elections	7,500	-	
7671	Special Projects	17,500	17,500	-
	Prevention mailers	10,000	10,000	
	Public Education materials	7,500	7,500	
7730	Transportation and Travel	60,000	60,000	-
7731	Gasoline/Oil/Fuel	69,000	60,000	9,000
7732	Training	90,000	80,000	10,000
	Operational	90,000	80,000	
7760	Utilities	60,000	60,000	-
	Total Services & Supplies	2,175,000	2,569,000	(394,000)
Other Charges				
7830	Interest Expense (POB)	124,300	92,800	31,500
	Total Other Charges	124,300	92,800	31,500
Capital Assets				
8200	Structures & Improvements	30,000	170,000	(140,000)
	Station 91: Loft upgrades (carryover)			
8300	Equipment	30,000	60,000	(30,000)
	ALS equipment - cardiac monitor	30,000	60,000	-
	Total Capital Assets	60,000	230,000	(170,000)
	TOTAL EXPENDITURES	21,866,800	22,252,800	(386,000)

**Montecito Fire Protection District
Preliminary Budget for Fiscal Year 2022-23**

FUND 3650 - GENERAL FUND	Proposed Budget FY 2023	Amended Budget FY 2021-22	Difference from Prelim
Other Financing Uses			
Financing Uses			
7901 Tfr To Capital Reserves Fund (3652)	250,000	450,000	(200,000)
7910 Long Term Debt Principal Repayment (POB)	<u>1,133,500</u>	<u>1,157,300</u>	<u>(23,800)</u>
Total Other Financing Uses	1,383,500	1,607,300	(223,800)
TOTAL OTHER FINANCING SOURCES & USES	<u>(1,383,500)</u>	<u>(1,607,300)</u>	<u>223,800</u>
Changes to Fund Balances			
Decrease to Residual Fund Balance			
9601 Residual Fund Balance	<u>-</u>	<u>38,100</u>	<u>(38,100)</u>
Decrease to Residual Fund Balance	-	38,100	(38,100)
Increase to Residual Fund Balance			
9601 Residual Fund Balance	<u>(176,800)</u>	<u>-</u>	<u>(176,800)</u>
Increase to Residual Fund Balance	(176,800)	-	(176,800)
TOTAL CHANGES TO FUND BALANCES	<u>(176,800)</u>	<u>(38,100)</u>	<u>(138,700)</u>
Net Financial Impact	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Fund 3650 Fund Balance Detail			
Fund Balance - Restricted (by County)	\$ -	\$ 2,484	
*Reserves: Catastrophic	2,860,000	2,860,000	
*Reserves: Economic Uncertainties	4,825,000	4,825,000	
Fund Balance - Unrestricted Residual (est. at end of FY)	<u>453,798</u>	<u>630,598</u>	
Projected Fund Balance at Year End	\$ 8,138,798	\$ 8,318,082	

*Reserve levels are established by the Board-adopted Financial Policies.

Montecito Fire Protection District
Preliminary Budget for Fiscal Year 2022-23

FUND 3652 - CAPITAL RESERVES FUND	Proposed Budget FY 2023	Adopted Budget FY 2021-22	Difference from Prelim
REVENUES			
Use of Money and Property			
3380 Interest Income	15,000	15,000	-
Total Use of Money and Property	15,000	15,000	-
Other Financing Sources			
5910 Transfer from General Fund (3650)	250,000	450,000	(200,000)
Total Other Financing Sources	250,000	450,000	(200,000)
TOTAL REVENUES	\$ 265,000	\$ 465,000	\$ (200,000)
EXPENDITURES			
Capital Assets			
8300 Equipment			
Vehicle (Division 91) - carryover	80,000	80,000	-
Type 1 Engine (Engine 92) - carryover	875,000	875,000	-
Vehicle (Prevention 94) - carryover	15,000	65,000	(50,000)
Vehicle (Battalion Chief 96)	-	17,000	(17,000)
Total Capital Assets	970,000	1,037,000	(67,000)
TOTAL EXPENDITURES	970,000	1,037,000	(67,000)
Changes to Fund Balances			
Decrease to Assigned			
9901 Purpose of Fund	705,000	572,000	133,000
Decrease to Assigned	705,000	572,000	133,000
TOTAL CHANGES TO FUND BALANCES	705,000	572,000	133,000
Net Financial Impact	\$ -	\$ -	\$ -
Fund 3652 Fund Balance Detail			
Fund Balance - Nonspendable	\$ -	\$ 853,000	
Fund Balance - Assigned	2,648,000	2,500,000	
Projected Fund Balance at Year End	\$ 2,648,000	\$ 3,353,000	

Montecito Fire Protection District
Preliminary Budget for Fiscal Year 2022-23


FUND 3653 - LAND & BUILDING FUND	Proposed Budget FY 2023	Adopted Budget FY 2021-22	Difference from Prelim
REVENUES			
Use of Money and Property			
3380 Interest Income	15,000	15,000	-
Total Use of Money and Property	15,000	15,000	-
Miscellaneous Revenue			
5780 Insurance Proceeds	250,000	102,000	148,000
Total Other Financing Sources	250,000	102,000	148,000
TOTAL REVENUES	\$ 265,000	\$ 117,000	\$ 148,000
EXPENDITURES			
Services and Supplies			
7460 Professional Services	500,000	500,000	-
Total Services and Supplies	500,000	500,000	-
Capital Assets			
8200 Structures and Improvements			
Rental property rebuild	1,000,000	750,000	250,000
Solar project infrastructure	279,500	279,500	-
Total Capital Assets	1,279,500	1,029,500	250,000
TOTAL EXPENDITURES	1,779,500	1,529,500	250,000
Changes to Fund Balances			
Decrease to Assigned			
9901 Purpose of Fund	1,514,500	1,412,500	102,000
Decrease to Assigned	1,514,500	1,412,500	102,000
TOTAL CHANGES TO FUND BALANCES	1,514,500	1,412,500	102,000
Net Financial Impact	\$ -	\$ -	\$ -
Fund 3653 Fund Balance Detail			
Fund Balance - Assigned	\$ 3,000,000	\$ 3,000,000	
Less: Fund Balance - Assigned for FY	(1,514,500)	-	
Projected Fund Balance at Year End	\$ 1,485,500	\$ 3,000,000	

Agenda

Item #4



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: Kevin Taylor, Fire Chief 
Date: June 27, 2022
Topic: Remote Teleconference Meetings

Summary

The Board of Directors has meet in-person and via teleconference meetings as allowed by Governor's Executive Order N-29-20 since April 2020. This executive order expired September 30, 2021. To continue Remote Teleconference Meetings, the Board must reaffirm this Resolution every thirty (30) days.

Discussion

The Board of Directors has meet in-person and via teleconference meetings as allowed by Governor's Executive Order N-29-20 since April 2020. This executive order expired on September 30, 2021. The Board passed Resolution 2022-10 on May 31, 2022 which allows the District to continue Remote Teleconference Meetings.

To continue Remote Teleconference Meetings, AB 361 requires that this Resolution be reaffirmed by the Board every thirty (30) days.

Conclusion

Staff recommends that the Board of Directors adopt Resolution 2022-11.

Attachments

1. Resolution Number 2022-11; A Resolution of the Board of Directors of the Montecito Fire Protection District Proclaiming a Local Emergency Persists, Re-ratifying the Proclamation of State of Emergency by Governor Gavin Newsom Dated March 4, 2020, and Re-authorizing Remote Teleconference Meetings of the Board of Directors of the Montecito Fire Protection District for the Period of 30 Days Pursuant to the Brown Act Provisions.

Strategic Plan Reference

1. Strategic Plan Goal #3, Achieve Excellence in Community Service.

RESOLUTION NO. 2022-11

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTECITO FIRE PROTECTION DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM DATED MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE MONTECITO FIRE PROTECTION DISTRICT FOR THE PERIOD OF 30 DAYS PURSUANT TO THE BROWN ACT PROVISIONS.

WHEREAS, the Montecito Fire Protection District (“Fire District”) is a fire protection district duly organized and existing pursuant to the Fire Protection District Law of 1987 codified in Health & Safety Code section 13800 et seq.; and

WHEREAS, the Fire District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the Fire District’s Board of Directors are open and public, as required by the Ralph M. Brown Act, codified in California Government Code section 54950 et seq. (“Brown Act”), so that any member of the public may attend, participate, and watch the Fire District’s Board of Directors conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the Fire District’s boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted Resolution No. 2022-10, on May 31, 2022, finding that the requisite conditions exist for the Board of Directors of the Fire District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the Fire District’s jurisdiction, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the jurisdiction of the Fire District, specifically, a State of Emergency remains active as proclaimed by Governor Gavin Newsom's Proclamation of a State of Emergency dated March 4, 2020; and

WHEREAS, State and Local Officials have imposed and recommended social distancing measures and allowing legislative bodies to meet via teleconferencing to avoid risks to the health and safety of members of the public who would like to participate in meetings of the legislative bodies; and

WHEREAS, the Board of Directors does hereby find that Governor Gavin Newsom's Proclamation of State of Emergency and Social Distancing Orders and other conditions causing imminent risk to attendees has caused, and will continue to cause, conditions of peril to the safety of persons within the jurisdiction of the Fire District that are likely to be beyond the control of services, personnel, equipment, and facilities of the Fire District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California and re-ratify State and Local orders for social distancing; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the Fire District's Board of Directors shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the Fire District shall continue to provide notice as otherwise required by the Brown Act of all public meetings.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MONTECITO FIRE PROTECTION DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the jurisdiction of the Fire District and proclaims that a local emergency persists throughout the jurisdiction of the Fire District and allowing remote access and participation in the Fire District's board meetings will reduce health and safety risks to attendees.

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The Fire Chief or designee and the Board of Directors of the Fire District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately

upon its adoption and shall be effective until the earlier of (i) July 27, 2022, or (ii) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Directors of the Montecito Fire Protection District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of the Montecito Fire Protection District this 27th day of June, 2022, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Mike Lee, President

ATTEST:

Judith Ishkanian, Secretary

Agenda

Item #5

MONTECITO FIRE PROTECTION DISTRICT

Minutes for the Regular Meeting of the Board of Directors

Held on May 31, 2022 at 1:00 p.m. in person and via teleconference connection in accordance with the requirements set out in Government Code section 54953 (e) and pursuant to the findings and authority set out in Montecito Fire Protection District Resolution No. 2022-09.

Director Lee called the meeting to order at 1:00 p.m.

Present: Director Lee, Director Easton, Director Ishkanian, Director van Duinwyk. Chief Taylor and District Counsel Mark Manion were also present.

Absent: Director Powell

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

There were no public comments at this meeting.

- 2. Report from the Strategic Planning Committee. (Strategic Plan Goal 4)**

- a. Consider recommendation for approval of Strategic Plan.**

Chief Taylor provided a staff report regarding the Strategic Plan process. Director van Duinwyk recommended that the word “customer” be replaced with “community member” in Goal 3. The Board directed staff continue to reference the strategic plan goal on each agenda item through the staff report, and provide an annual update regarding goals, objectives, and critical tasks. Motion to approve the Strategic Plan made by Director van Duinwyk, seconded by Director Ishkanian. The roll call vote was as follows:

Ayes: P. van Duinwyk, M. Lee, J. Ishkanian

Nays: None

Abstain: None

Absent: S. Easton, J. A. Powell

- 3. Consider approval of Resolution No. 2022-10 Authorizing Remote Teleconference Meetings for a Period of 30 Days pursuant to the Brown Act. (Strategic Plan Goal 1)**

- a. Staff report presented by Fire Chief Taylor.**

Chief Taylor provided a staff report regarding Resolution 2022-10, Authorizing Remote Teleconference Meetings for a period of 30 days pursuant to the Brown Act. Motion to approve Resolution 2022-10 made by Director Lee, seconded by Director van Duinwyk. The roll call vote was as follows:

Ayes: J. Ishkanian, P. van Duinwyk, M. Lee

Nays: None

Abstain: None

Absent: S. Easton, J. A. Powell

4. Report from the Finance Committee. (Strategic Plan Goal 9.1)

a. Receive budget development presentation and review the recommended Preliminary Budget for FY 2022-23.

Director Easton joined the meeting. Chief Taylor and District Accountant Nahas provided a power point presentation regarding budget development and recommended Preliminary Budget for FY 2022-23. After discussion, Chief Taylor stated that updates to the budget will be presented at the June meeting.

b. Consider recommendation to approve March and April 2022 financial statements.

Director van Duinwyk provided a report regarding the March and April 2022 financial statements. Motion made by Director van Duinwyk, seconded by Director Lee to approve the March and April 2022 financial statements. The roll call vote was as follows:

Ayes: J. Ishkanian, S. Easton, P. van Duinwyk, M. Lee

Nays: None

Abstain: None

Absent: J. A. Powell

c. Review PARS Post-Employment Benefits Trust statements for February and March 2022.

Director van Duinwyk provided a report regarding the PARS Post-Employment Benefits Trust statements for February and March 2022.

5. Approval of Minutes of the April 25, 2022 Regular Meeting.

Motion to approve the minutes of the April 25, 2022 Regular meeting made by Director Easton, seconded by Director van Duinwyk. The roll call vote was as follows:

Ayes: J. Ishkanian, P. van Duinwyk, S. Easton, M. Lee
Nays: None
Abstain: None
Absent: J. A. Powell

6. Approval of Minutes of the May 20, 2022 Special Meeting.

Motion to approve the minutes of the May 20, 2022 Special meeting made by Director Ishkanian, seconded by Director Easton. The roll call vote was as follows:

Ayes: S. Easton, J. Ishkanian, P. van Duinwyk, M. Lee
Nays: None
Abstain: None
Absent: J. A. Powell

7. Fire Chief's report.

Division Chief Neels provided an update regarding Department training. He also provided an update regarding the East Valley Road and Solar projects. Fire Marshal Briner provided an update regarding the 2022 Neighborhood Chipping program. He stated the Evacuation Analysis report will be presented at the next meeting. He also mentioned that weed abatement inspections will begin tomorrow. He noted the Prevention Bureau is performing 10-15 defensible space inspections each week. Chief Taylor stated the July 4th Pancake Breakfast is a go.

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 June 27, 2022 Regular Board meeting.

There were no additional suggestions from the Directors.

10. CLOSED SESSION: COMPLAINT AGAINST EMPLOYEES [Government Code Section 54957(b)(1)]

The Board reported out of closed session at 2:30 p.m. with no reportable action.

Meeting Adjourned at 2:31 p.m.

President Michael Lee

Secretary Judith Ishkanian

Agenda

Item #6



Fire Chief Kevin Taylor
Montecito Fire Protection District
595 San Ysidro Rd, Santa Barbara, CA 93108

Fire Chief Taylor:

On behalf of all of the agencies involved, thank you for your participation in the Santa Barbara County/San Luis Obispo County 2022 WUI Drill. The department members who participated represented your department with professionalism and excellence.

I am sure you can agree that the importance of drills such as this cannot be overestimated. With the level of participation we received, each agency was able to contribute to the practice's overall success. Christina Favuzzi and Battalion Chief Ederer deserve special thanks for their efforts.

Many important outcomes were realized during this drill. With your agency's help, all participants had the opportunity to learn about and review many of the different situations we may encounter in the wildland urban interface. This drill reminded everyone of the importance of safety, good communications, mapping, tactical operations, and consistent, repetitious, and quality training.

The only unfortunate aspect of this drill is that we are not able to get together more often. I am sure you agree that these opportunities not only teach us about the specifics of our jobs, but they also enable firefighters from differing agencies to get together in a relaxed environment where we can learn about each other.

It is my hope that in the future, this type and scale of training will be more frequent.

Thank you, again.

Have a safe fire season,

A handwritten signature in black ink, appearing to read "Evan Scott".

Evan Scott
Battalion Chief 3
Santa Maria City Fire Department

Handwritten initials "TT" in black ink.



March 24, 2022

Montecito Fire Protection District
595 San Ysidro Road
Santa Barbara, CA 93108

RE: District Transparency Certificate of Excellence Approval

Congratulations! The Montecito Fire Protection District has successfully completed the District Transparency Certificate of Excellence program through the Special District Leadership Foundation (SDLF).

On behalf of the SDLF Board of Directors, I would like to congratulate your district on achieving this important certificate. By completing the District Transparency Certificate of Excellence Program, the Montecito Fire Protection District has proven its dedication to being fully transparent as well as open and accessible to the public and other stakeholders.

Congratulations and thank you for your dedication to excellence in local government.

Most sincerely,

Sandy Seifert Raffelson
SDLF Board President



CARPINTERIA~SUMMERLAND FIRE PROTECTION DISTRICT

June 3, 2022

Kevin Taylor
Fire Chief
Montecito Fire Department
595 San Ysidro Road
Santa Barbara, CA 93108

Dear ^{Kevin} ~~Chief Taylor~~,

On behalf of the Carpinteria-Summerland Fire Protection District, I would like to express my sincere appreciation for the participation of Captain Jordan Zeitsoff in our Engineer exam as an evaluator.

Captain Zeitsoff did a fantastic job with the pumping and engineering evolutions portion of the exam and was a valuable asset for a highly successful selection process.

Sincerely,

Greg Fish
Fire Chief

“Pride in Service”

1140 Eugenia Place, Suite A • Carpinteria, California 93013 • (805) 684-4591 Fax (805) 684-8242



June 27, 2022

Agenda

Item #11



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: Kevin Taylor, Fire Chief 
Prepared by: Araceli Nahas, District Accountant 
Date: June 27, 2022
Topic: Approval of Publicly Available Pay Schedule

Summary

CalPERS requires a new Board-approved Publicly Available Pay Schedule any time pay rate changes occur.

Discussion

Pending Board-approval of the tentative labor agreements with the Montecito Firefighter's Association and Members of Staff, a cost of living adjustment will take effect on July 1, 2022 and the attached pay schedule reflects the new base pay rate for each position.

Conclusion

Staff recommends that the Board approve the attached schedule as presented.

Attachments

1. Publicly Available Pay Schedule, Effective July 1, 2022

Strategic Plan Reference

Strategic Plan Goal #8, Ensure Financial Accountability & Transparency

MONTECITO FIRE PROTECTION DISTRICT
Publicly Available Pay Schedule
Effective July 1, 2022

MONTHLY SALARY BASE RATES:

Rank/Title	Start	6 mo.	12 mo.	24 mo.	36 mo.
Fire Chief	25,916				
Division Chief - Operations	20,586	23,216			
Battalion Chief/Fire Marshal	18,773	20,821			
Battalion Chief	17,066	18,927			
Captain/Asst. Fire Marshal	15,556	16,296			
Captain	13,836	14,813			
Wildland Specialist	13,515	14,152			
Engineer/Inspector	13,515	14,152			
Engineer	12,028	12,869			
Firefighter/Paramedic	9,758	10,722	11,689	12,755	
Firefighter	8,785	9,647	10,525	11,481	
Dispatcher	9,149	9,520	9,785		
Mechanic	9,683	10,536	11,392		
Accountant	11,958	12,562	13,192	13,855	14,547
Administrative Assistant	11,286	11,853	12,442	13,067	13,723
Public Information Officer	11,286	11,853	12,442	13,067	13,723

SPECIAL COMPENSATION:

Longevity Incentives: Special compensation pay is calculated using the employee's base rate.

Years of Service	Rate
3 to 5	3.0 %
6 to 8	6.0 %
9 to 11	9.0 %
12 to 14	12.0 %
15 to 17	15.0 %
18 to 20	18.0 %
21 to 23	21.0 %
24+	24.0 %

Dispatch Cadre Members: Special compensation pay 5% of top step of the Firefighter classification base salary.

Current incentive rate: \$ 574.05 per month

EMT/AED Certification Incentive: 5.35% Special compensation pay is calculated using the employee's base rate and longevity incentive.

FLSA Earnings: Safety employees working a 24-hour shift schedule receive FLSA compensation equal to 5 hours of straight time pay every 24-day period.

Dispatchers working a 24-hour shift schedule receive FLSA compensation calculated weekly for hours worked in excess of a 40-hour workweek.

June 27, 2022 Draft

June 27, 2022