

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

January 22, 2024 at 2:00 p.m.

Agenda items may be taken out of the order shown.

1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time allotted for this discussion.)
2. Receive presentation from Chelsea Richer of Fehr & Peers regarding the Community Emergency Evacuation Analysis. (Strategic Plan Goal 1)
 - a. Staff report presented by Fire Chief Neels.
3. Receive presentation from Jeff Small of Capitol PFG regarding Financial Policies. (Strategic Plan Goal 8)
 - a. Staff report presented by Accountant Nahas.
 - b. Consider approval of the updated Financial Policies.
4. Receive presentation regarding the Public Access Defibrillation Program. (Strategic Plan Goal 1)
 - a. Staff report presented by Fire Chief Neels.
5. Receive Strategic Plan Annual Progress Report from Fire Chief Neels. (Strategic Plan Goal 3)
 - a. Staff report presented by Fire Chief Neels.
6. Election of Regular Special District Member to LAFCO. (Strategic Plan Goal 3)
 - a. Staff report presented by Fire Chief Neels.
7. That the Board of Directors authorize the Fire Chief to enter into an agreement with Fence Factory for fencing throughout the rental property at 1255, 1257, and 1259 East Valley Road, in the amount of \$22,279.00 plus a contingency not to exceed 15% of the award amount to be used in the discretion of the Fire Chief. (Strategic Plan Goal 5)

- a. Staff report presented by Chief Neels.
8. That the Board of Directors authorize the Fire Chief to enter into an agreement with Pueblo Construction & Roofing for the replacement of the asphalt shingle roofing system at 1257 East Valley Road, in the amount of \$16,393.13 plus a contingency not to exceed 20% of the award amount to be used in the discretion of the Fire Chief. (Strategic Plan Goal 5)
 - a. Staff report presented by Chief Neels.
 9. Report from the Finance Committee. (Strategic Plan Goal 8)
 - a. Consider recommendation to approve November and December 2023 financial statements.
 - b. Review PARS Post-Employment Benefits Trust statements for October and November 2023.
 10. Consider approval of Resolution 2024-01, fixing the employer contribution under the Public Employees' Medical and Hospital Care Act at an equal amount for employees and annuitants. (Strategic Plan Goal 8)
 - a. Staff report presented by Accountant Nahas.
 11. Approval of Minutes of the December 18, 2023 Special Meeting.
 12. Fire Chief's report.
 13. Board of Director's report.
 14. Suggestions from Directors for items other than regular agenda items to be included for the February 26, 2024 Regular Board meeting.
 15. CLOSED SESSION:
 - A. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
 - District negotiators: Peter van Duinwyk and Michael Lee
 - Employee Organization: Montecito Firefighters' Association
 - B. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)
 - District negotiators: Peter van Duinwyk and Michael Lee
 - Unrepresented Employees: Fire Marshal, Division Chief Operations, Battalion Chiefs, Accountant, Administrative Assistant, Public Information Officer.

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 January 18, 2024.



David Neels, Fire Chief

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Agenda

Item #2



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: David Neels, Fire Chief
Date: January 22, 2024
Topic: Emergency Evacuation Study Related to Evacuation Zone Realignment

Summary

The Fire District engaged Fehr & Peers to complete an Emergency Evacuation Study to validate the proposed Evacuation Zone realignment.

Discussion

We have evacuated our community eleven times since the Tea Fire due to life threatening wildfire, debris flow, and flooding events. While effective, our existing plan did not consider the benefits of realigning our current evacuation zones. The Emergency Evacuation Study completed by Fehr & Peers on December 8, 2023 examined data which provided the District with a scientific analysis of our evacuation challenges and validated our desire to update our current evacuation zones.

The differences between the 2022 analysis and 2023 analysis highlight the changes in evacuation traffic resulting from evacuation of smaller zones and fewer residents, students, and employees. Based on the 2023 analysis, the deployment of smaller zones, as drafted and tested, would be expected to reduce the congestion that accumulates on the roadway network during an evacuation.

With the recommendations of the 2023 Study, staff has added an additional 8 (15 current to 23 proposed) evaction zones within the District boundaries. The majority of the new zones are alligned north of Highway 192 and south of Mountain Drive. The reduced size of evacuation zones will allow for additional options in making sound evacuation notifications that have the potential to reduce the number of vehicles and impacts on evacuation corridors.

Staff has evaluated and agrees with recommendations provided in the Study.

Conclusion

Staff recommends the Board:

1. Receive and file the Emergency Evacuation Study Dated December 8, 2023.
2. Direct Staff to implement recommendations identified in the Emergency Evacuation Study.

Strategic Plan Reference

Goal 2. Enhance risk mitigation efforts.

Emergency Evacuation Study

Prepared for:
Montecito Fire Protection District

Date: 12.08.2023

LA-3285.01

FEHR  PEERS

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1. Introduction

The emergency evacuation study completed in 2022 (“2022 analysis”) for the Montecito Fire Protection District (Montecito Fire) offered a detailed look at considerations for evacuations in Montecito to help expand the community’s preparedness to emergencies that require evacuation. It included a community survey to understand current levels of community preparedness and evacuation readiness, interviews with sheriff deputies and fire agency chief officers to inform opportunities for improvement related to evacuation orders, a review of after-action reports to identify similar trends and opportunities for improved evacuation, and traffic operations modeling to identify where congestion accumulates on the roadway network and how congestion can be managed through changes in physical infrastructure, evacuation orders, and communications and information dissemination. The study was intended to supplement the Community Wildfire Protection Plan and offer recommendations, based on spatial analysis and traffic simulation, that can be used to address vulnerabilities related to traffic operations and community evacuation response.

The 2022 analysis tested two scenarios with phased evacuation of zones north of SR-192. The report recommended studying a more granular phased evacuation to determine if it could reduce congestion on the roadway network. This study (“2023 analysis”) uses a more granular phased evacuation with smaller draft evacuation zones to understand the changes to potential congestion impact of evacuating zones north of SR-192.

This report documents the 2023 analysis results along with a comparison between the 2022 analysis and 2023 analysis to understand the effect of using smaller evacuation zones and evacuating smaller areas during the first phase of an evacuation. The results, as described throughout this report, show that more granular evacuation zones allow for evacuation of fewer people which results in less congestion on the roadway network than the 2022 analysis.

1.1 Disclaimer

This document is intended to provide an assessment of roadway capacity during various potential evacuation scenarios. Please note that emergency evacuations can occur due to any number of events. Additionally, any emergency movement is unpredictable because it has an element of individual behavior related to personal risk assessment for each hazard event as the associated evacuation instructions are provided. As such, this assessment is intended to provide Montecito Fire with a broad understanding of the capacity of the transportation system during an evacuation scenario; it does not provide a guarantee that evacuations will follow modeling assumptions that are used for analysis purposes, nor does it guarantee that the findings are applicable to any or all situations.

Moreover, as emergency evacuation assessment is an emerging field, there is no established standard methodology. Fehr & Peers has adopted existing methodologies in transportation planning that, in our knowledge and experience, we believe are the most appropriate. Nevertheless, such methodologies are

also limited by the tools and data available, by the budgetary and time constraints in the scope of work, and by the current knowledge and state of the practice.

While this assessment is intended to help Montecito Fire better prepare for hazard-related events and associated evacuations, Montecito Fire should take care in planning and implementing any potential evacuation strategy. Fehr & Peers cannot and does not guarantee the efficacy of any of the information used from this assessment as such would be beyond our professional duty and capability.

2. Traffic Operations Approach and Methodology

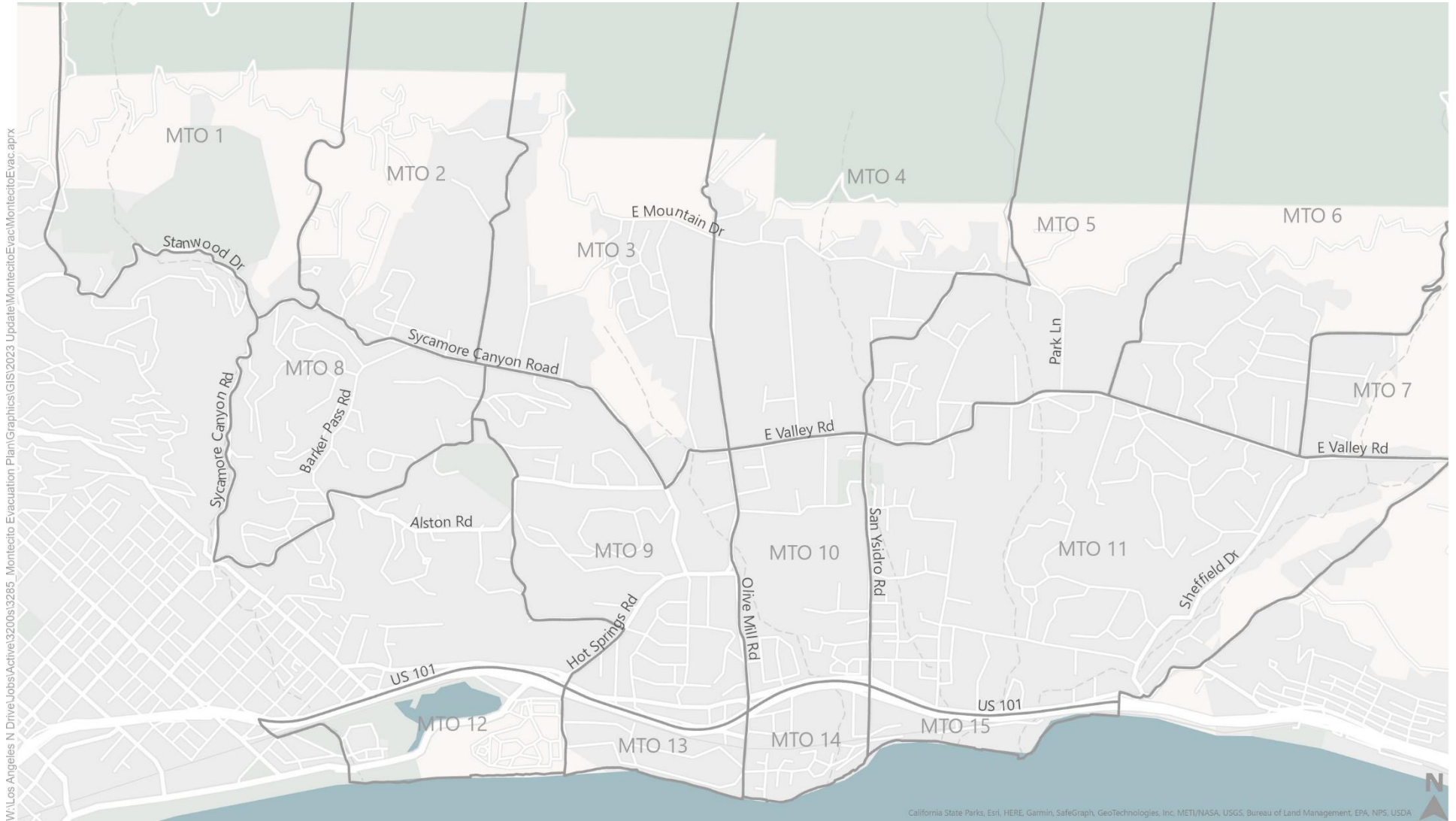
Given the geography and topography of Montecito, two of the likeliest evacuation scenarios were developed in coordination with Montecito Fire staff and evaluated for the 2022 analysis. To isolate the effects of the smaller draft evacuation zones, the parameters were kept the same for the 2023 analysis.

The evacuation scenarios analyzed specified the following parameters:

- **Description** – Definition of the wildfire scenario. Scenarios were based on previous studies conducted by Montecito Fire and inputs from Montecito Fire staff.
- **Location** – Definition of evacuation area based on the evacuation zones as they are currently established in the Evacuation Plan.
- **Evacuation Time Window** – The time period during which evacuation would occur. The peak afternoon period was selected to simulate a “worst-case” condition for background traffic for all scenarios.
- **Population, Households, and Employment** – Number of households and population in the evacuation area. The population and household data were obtained from the socio-economic data contained in the Santa Barbara County Association of Governments (SBCAG) Travel Demand Model, and are consistent with the 2022 analysis. Note, for both 2022 and 2023 analysis, Montecito Fire provided population estimates which were higher than reported in the SBCAG model or the US Census, possibly reflecting part-time or seasonal residents.
- **Evacuation Trips** – Residents and employees trips together make the total evacuation trips. For residents, a trip generation module used population, households, and the cross-classification between auto-ownership (number of vehicles) and household size to estimate the number of resident evacuation trips for each home zone (origin) and evacuation destination (like a shelter, a hotel, or a major arterial gateway exiting Montecito). For employees, auto mode share of employee trips attracted to each traffic analysis zone (TAZ) in the evacuation area was obtained from the travel demand model. This TAZ-specific mode share was used to estimate employee evacuation trips leaving the evacuation area.
- **Evacuation Destination and Trip Distribution** – The destination, direction and distribution of the evacuation trips that evacuating residents were assumed to be traveling based on the location of the fire and regional access to places where residents could shelter or leave the area.

The two scenarios developed for the 2022 analysis were replicated for the 2023 analysis by using smaller draft evacuation zones. Current zones (used for the 2022 analysis) are larger than the draft zones and therefore evacuate a larger number of people and vehicles. The purpose of creating new draft zones is to focus evacuation orders in areas closest to potential fire hazards and test the effects on congestion.

For both the 2022 and 2023 analysis, Scenario 1 evacuates parts of western Montecito and Scenario 2 evacuates parts of eastern Montecito. **Figure 1** shows the current evacuation zones used for the 2022 analysis and **Figure 2** shows the draft evacuation zones used for the 2023 analysis.



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California State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA



Figure 1
Current Evacuation Zones

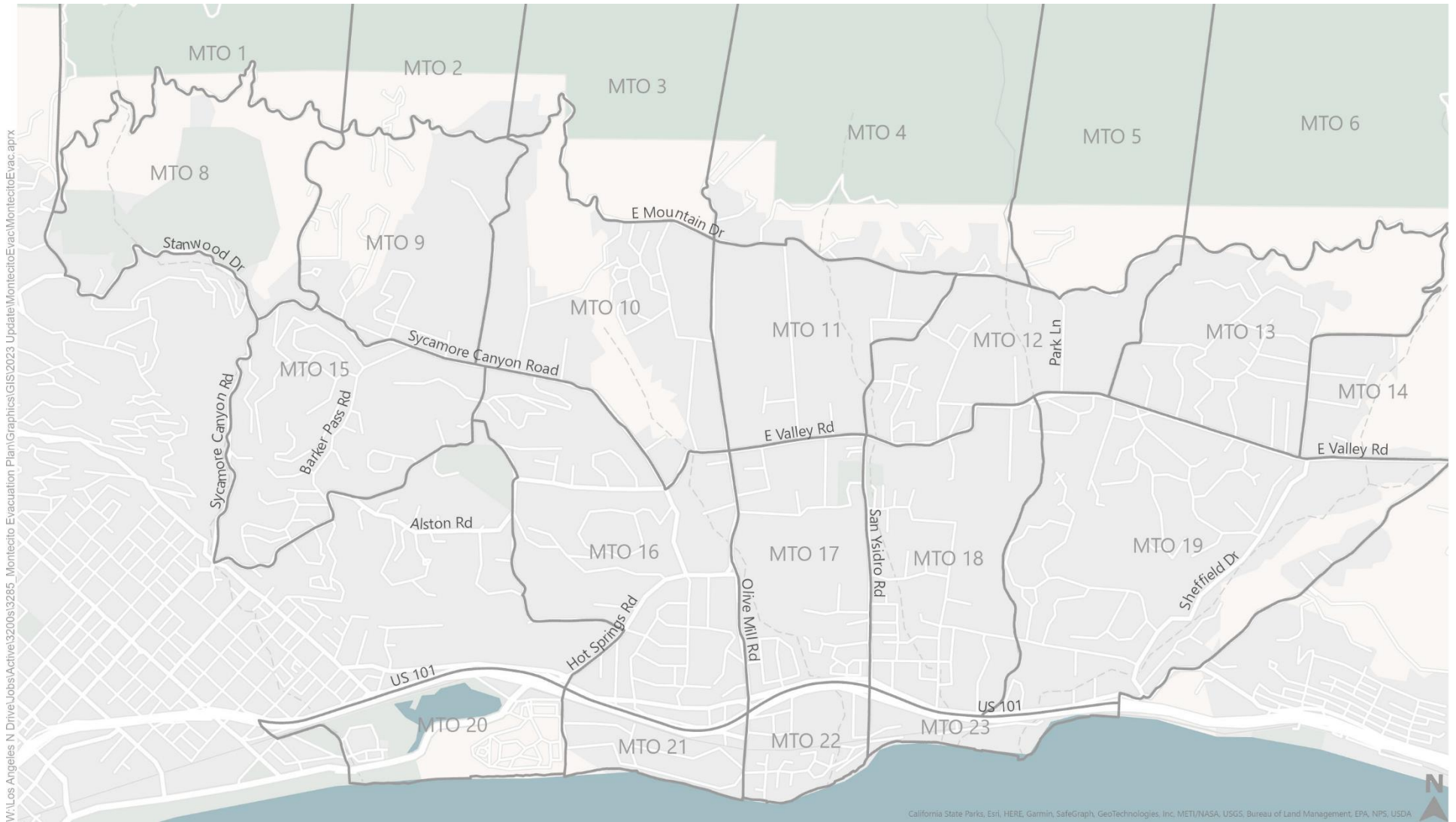


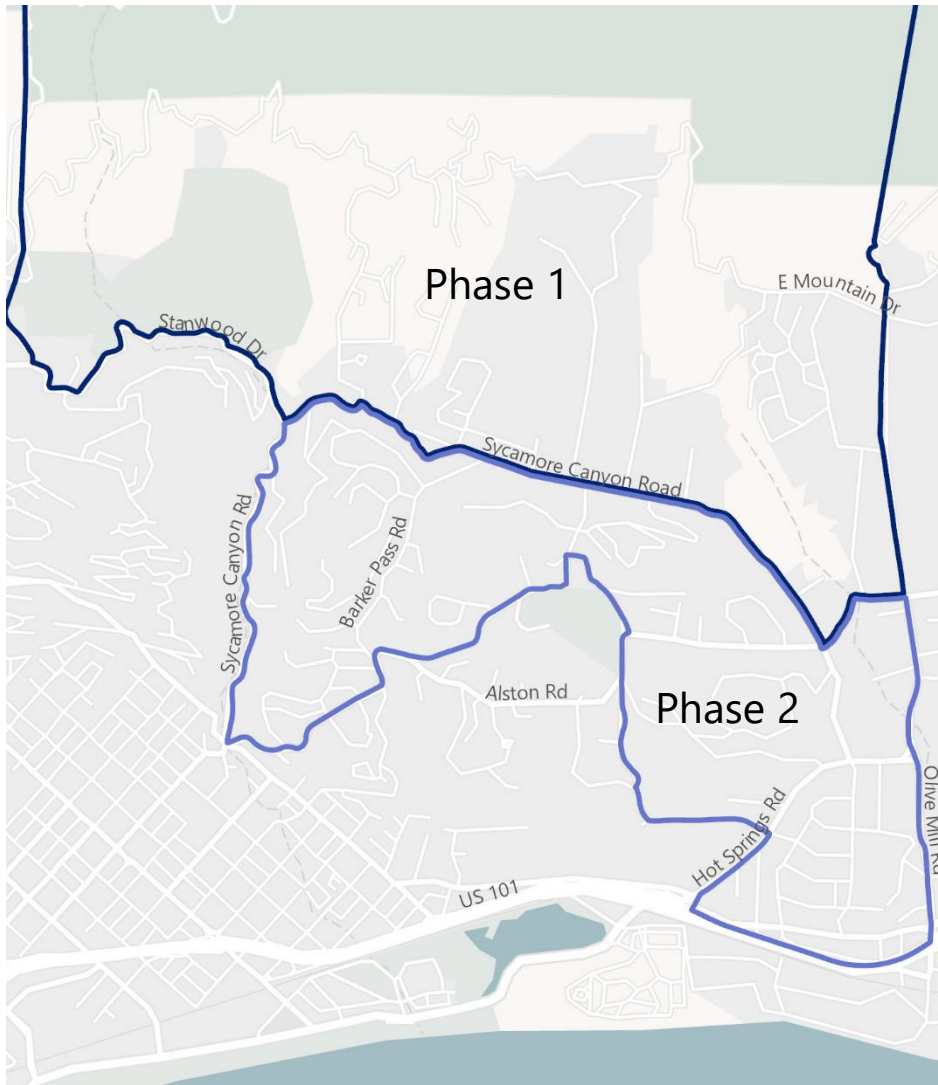
Figure 2
Draft Evacuation Zones

Table 1 summarizes the first evacuation scenario analyzed as part of this assessment and compares the parameters used in the 2022 analysis and 2023 analysis. To reflect conditions that may occur during a wind-driven fire from the northwest, Scenario 1 has two phases of evacuation. Phase 1 is an evacuation order issued for residents of zones 1, 2, 3, 8, 9, and 10 in the 2022 analysis and draft zones 1, 2, and 3 in the 2023 analysis to evacuate within 15 minutes. Phase 2 is an evacuation order issued for residents of zones 15 and 16 in the 2022 analysis and draft zones 8, 9, and 10 in the 2023 analysis to evacuate within 90 minutes. This reflects the possible pace of fire spread from the northernmost zones, which would be closer to the fire, to the southern evacuation zones, which would be further from the fire. The areas included in each evacuation phase for Scenario 1 for the 2022 analysis and 2023 analysis are shown in **Figure 3**.

Table 1: Summary of Evacuation Scenario 1

Parameters	2022 Analysis	2023 Analysis	Change
Scenario Description	Phased evacuation of zones 1, 2, 3, 8, 9, 10, 15, 16	Phased evacuation of draft zones 1, 2, 3, 8, 9, 10	Zone structure
Time of Day	3:00-4:30pm	3:00-4:30pm	None
Population	3,787	2,248	-1,539
Households	1,123	517	-606
Employees	569	522	-47
College Students	745	745	0
Evacuation Trips	3,200	2,085	-1,115
Trip Distribution	92% of trips were sent E/W beyond the model area: Of these, 40% east/US-101 Southbound, 60% west/US-101 Northbound 95% on US-101; 4% on SR-192; 1% by other arterials The remaining 8% of trips were kept internal to the model area: All of these sent towards Santa Barbara		

2022 Analysis



2023 Analysis

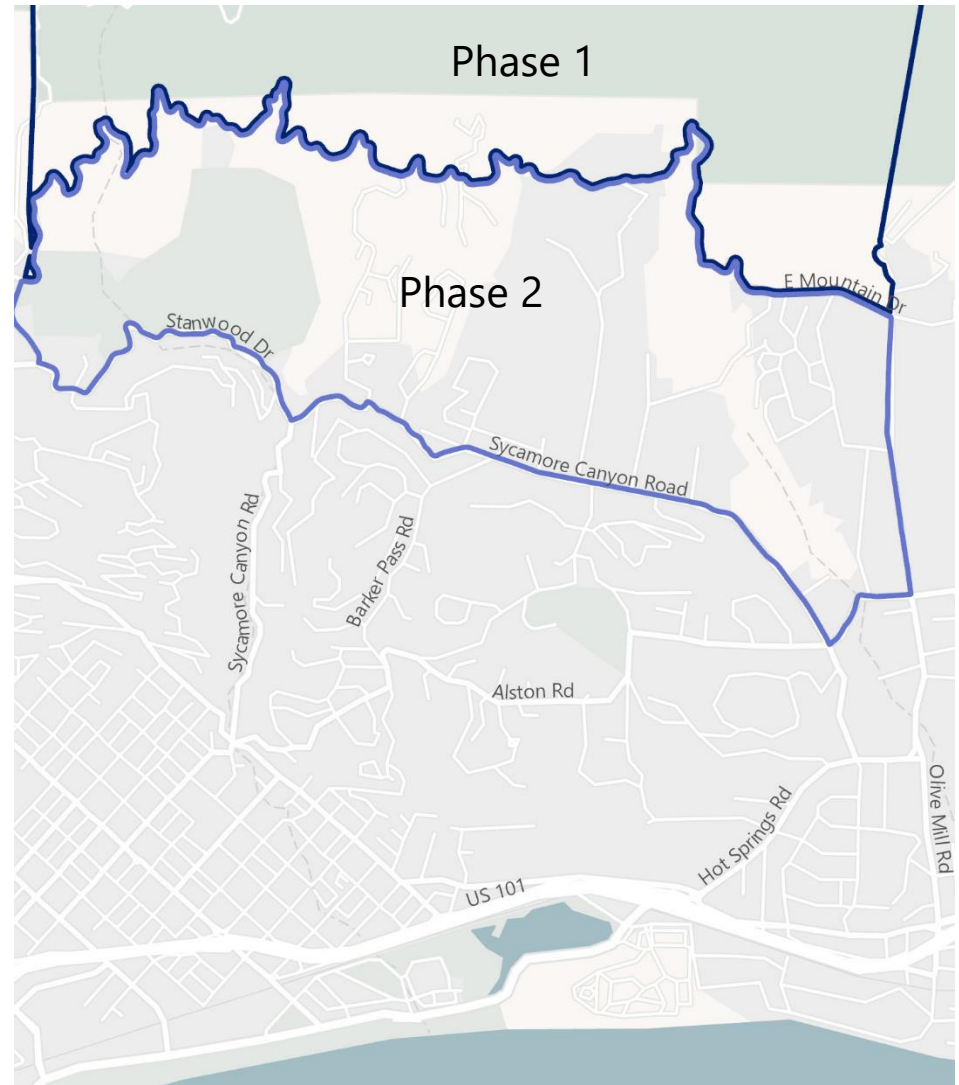


Figure 3
Scenario 1 Evacuation Zones

Table 2 summarizes the second evacuation scenario analyzed as part of this assessment. To reflect conditions that may occur during a fire from the northeast, Scenario 2 has two phases of evacuation. Phase 1 is an evacuation order issued for residents of zones 4, 5, 6, 11, 12, and 13 in the 2022 analysis and draft zones 4, 5, and 6 in the 2023 analysis to evacuate within 15 minutes. Phase 2 is an evacuation order issued for residents of zones 17, 18, and 19 in the 2022 analysis and draft zones 11, 12, and 13 in the 2023 analysis to evacuate within 90 minutes. This reflects the possible pace of fire spread from the northernmost zones, which would be closer to the fire, to the southern evacuation zones, which would be further from the fire. The areas included in each evacuation phase for Scenario 2 for the 2022 analysis and 2023 analysis are shown in **Figure 4**.

Table 2: Summary of Evacuation Scenario 2

Parameters	2022 Analysis	2023 Analysis	Change
Scenario Description	Phased evacuation of zones 4, 5, 6, 11, 12, 13, 17, 18, and 19	Phased evacuation of draft zones 4, 5, 6, 11, 12, and 13	Zone structure
Time of Day	3:00-4:30pm	3:00-4:30pm	None
Population	4,316	1,794	-2,522
Households	1,869	758	-1,111
Employees	2,643	1,504	-1,139
College Students	0	0	0
Evacuation Trips	5,547	2,703	-2,844
Trip Distribution	92% of trips were sent E/W beyond the model area: Of these, 40% east/US-101 Southbound, 60% west/US-101 Northbound 95% on US-101; 4% on SR-192; 1% by other arterials The remaining 8% of trips were kept internal to the model area: All of these sent towards Santa Barbara		

2022 Analysis



2023 Analysis

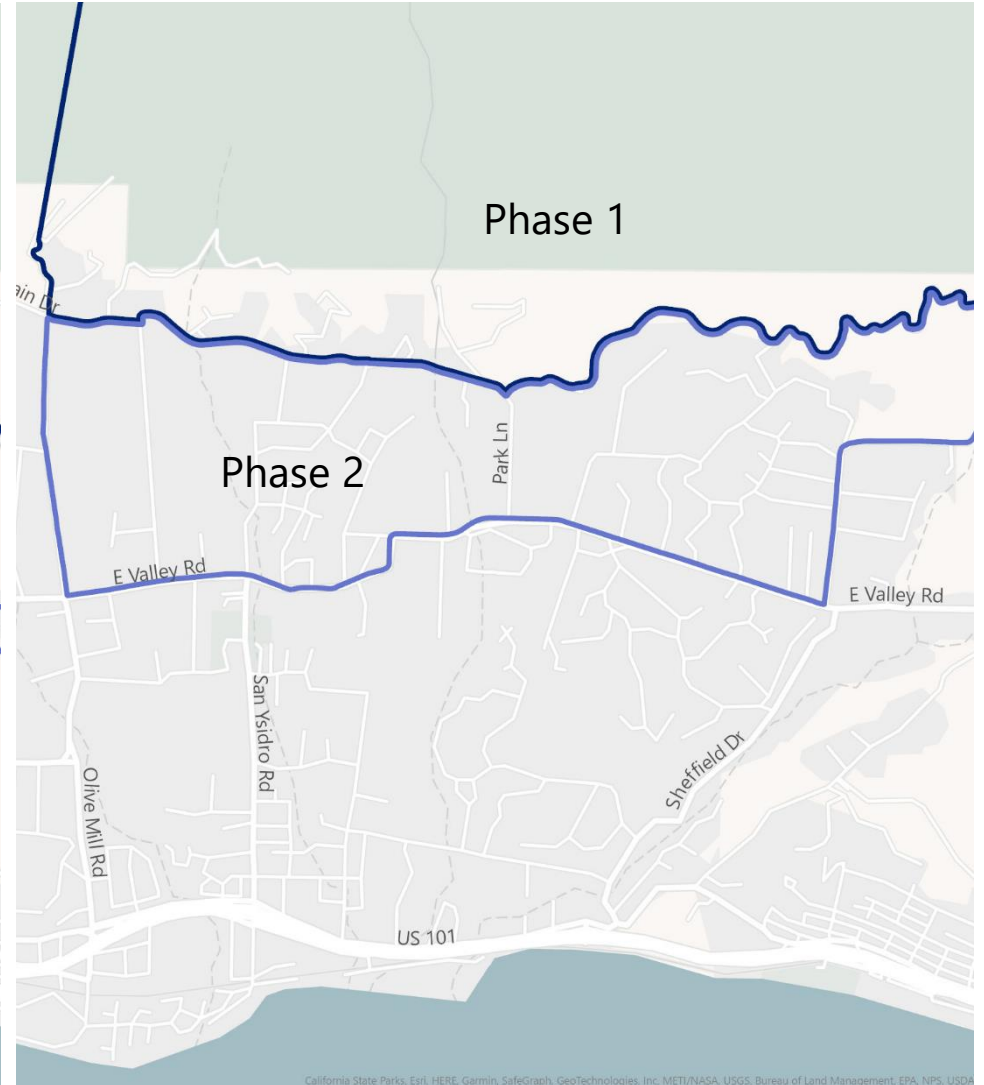


Figure 4
Scenario 2 Evacuation Zones

2.1 Evacuation Operations Analysis

The emergency evacuation operations analysis was conducted using the Fehr & Peers EVAC+ tool, which is a modeling workflow that extracts the study area from the SBCAG travel demand model to estimate vehicle demand and levels of congestion on 15-minute intervals during an evacuation window. The EVAC+ workflow can be broken down into three steps:

1. Preparing the subarea network representing the study area and the associated background trip tables
2. Estimating evacuation trips during the wildfire
3. Assigning trips (dynamically) to the subarea network

The 2023 analysis used the same subarea network and 15-minute disaggregated trip tables for the Montecito Fire Protection District as the 2022 analysis.

Minor modifications to the TAZ structure were made in the 2023 analysis to better represent how trips leave the evacuation area and how TAZs match and correspond to the smaller draft zones.

2.1.1 Subarea Model Calibration

For the 2022 analysis, in order to ensure the subarea extraction of the SBCAG model reflected realistic conditions in Montecito, our team reviewed and modified the capacity and free flow speed assumptions of the roadway network in Montecito and ran a baseline “non-evacuation scenario” to compare to empirical data from across the subarea. Through the process of model calibration for the 2022 analysis, our team iterated through a series of baseline model runs, refining the parameters until the model outputs came within 5% of the observed volumes across an average of 7 locations where empirical count data was available, for the time period during which the evacuation scenarios were to be analyzed.

Because slight modifications were made to the model network and allocation of model land uses to match TAZs with the smaller draft zones, one baseline “non-evacuation scenario” model run was completed to ensure model outputs came within 5% of the observed volumes between 2:00 and 5:00 pm at the 7 locations. **Table 3** summarizes the model calibration results for the 2023 study. These results are very similar to the calibration results of the 2022 study.

Table 3: 2023 Evacuation Study Model Calibration Results

Time Period	One-Way (AB) Flow			One-Way (BA) Flow			All Direction Flow		
	Observed Volumes ^[1]	Model Outputs ^[2]	% Difference	Observed Volumes ^[1]	Model Outputs ^[2]	% Difference	Observed Volumes ^[1]	Model Outputs ^[2]	% Difference
2-3PM	1,429	1,348	-6%	1,323	1,521	+15%	2,752	2,869	+4%
3-4PM	1,628	1,451	-11%	2,077	1,664	-20%	3,705	3,115	-16%
4-5PM	1,473	1,898	+29%	2,027	2,605	+29%	3,500	4,503	+29%
2-5PM	4,530	4,697	+4%	5,427	5,790	+7%	9,957	10,487	+5%

[1] Observed volumes reflect the sum of 7 locations where Streetlight Data (location-based device data) was gathered for an average weekday in 2019.

[2] Model outputs reflect the sum of the same 7 locations from the refined SBCAG Travel Demand Model.

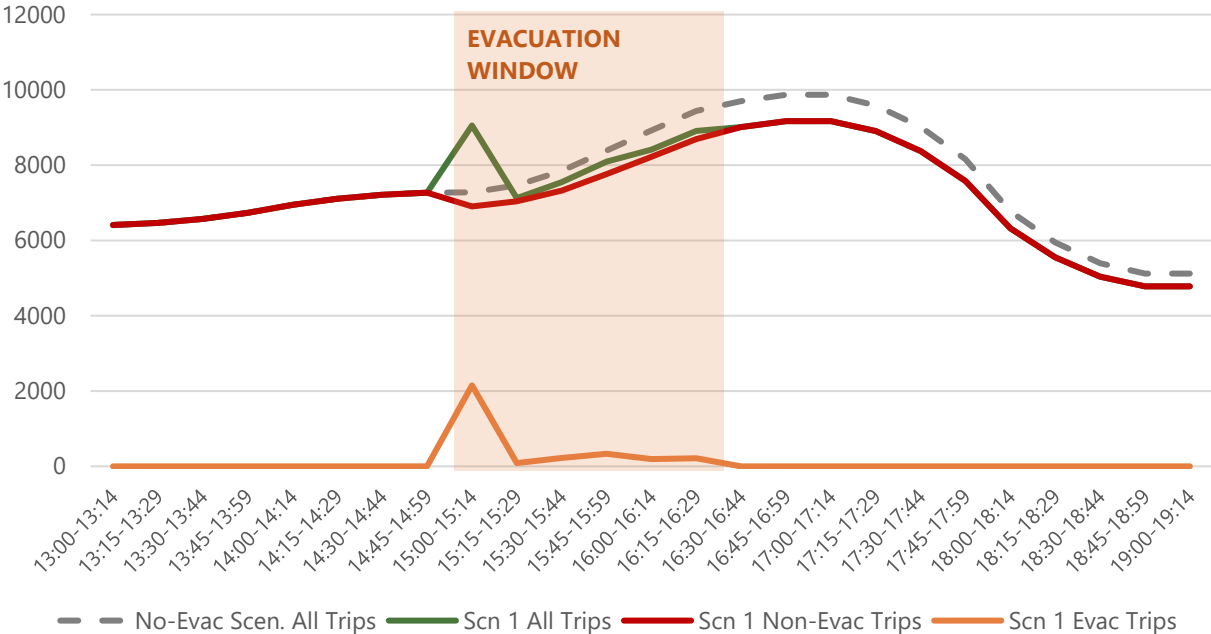
2.1.2 Estimate Trips During an Evacuation Event

The number of vehicle trips generated by each household during an evacuation was informed by the existing land use and socio-economic data (SED) in each TAZ. The SED includes a variety of information based on census data, including persons per household, number of employees, auto-ownership information, population, and other factors that could affect the number of vehicles per household used during an evacuation event. The same TAZs used for the modeling in the 2022 analysis were used for the 2023 analysis. Only slight modifications to the SED data were made to account for changes between the current zones and draft zones.

The evacuation travel demand consists of traffic generated by residents, employees, and students within evacuation zones. Evacuation trip generation assumptions for households, employees, and students were held constant between the 2022 analysis and 2023 analysis.

Background traffic is associated with trips traveling to or from evacuation zones and is taken directly from the travel model for a typical day, then distributed over each hour of the day. Trips that do not end in evacuation zones go about their normal activity regardless of if the evacuation order has been given. Trips that end in the evacuation zone after the evacuation order is given do not travel and stay in the original zone. **Figure 5** and **Figure 6** show how evacuation trips over the entire subarea network compare to non-evacuation or background traffic during the same evacuation period for each scenario for the 2022 analysis and 2023 analysis. These graphs also show the comparison to trip volumes during the baseline (no evacuation) scenario.

2022 Analysis Model-Wide Trips by 15-Minute Bin



2023 Analysis Model-Wide Trips by 15-Minute Bin

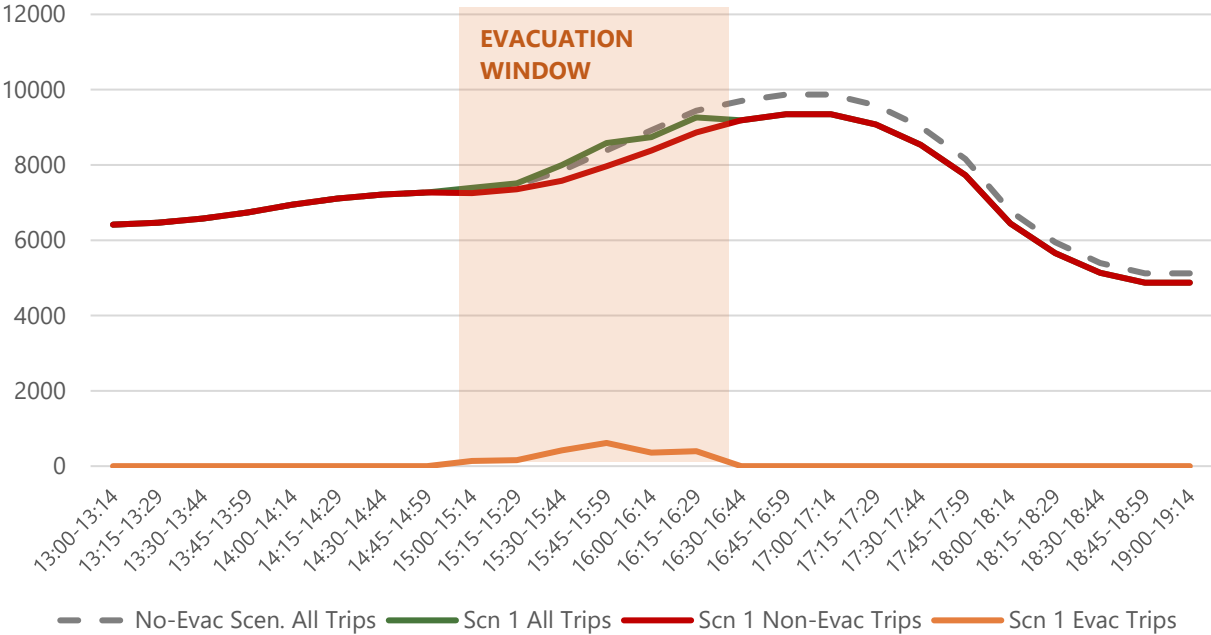
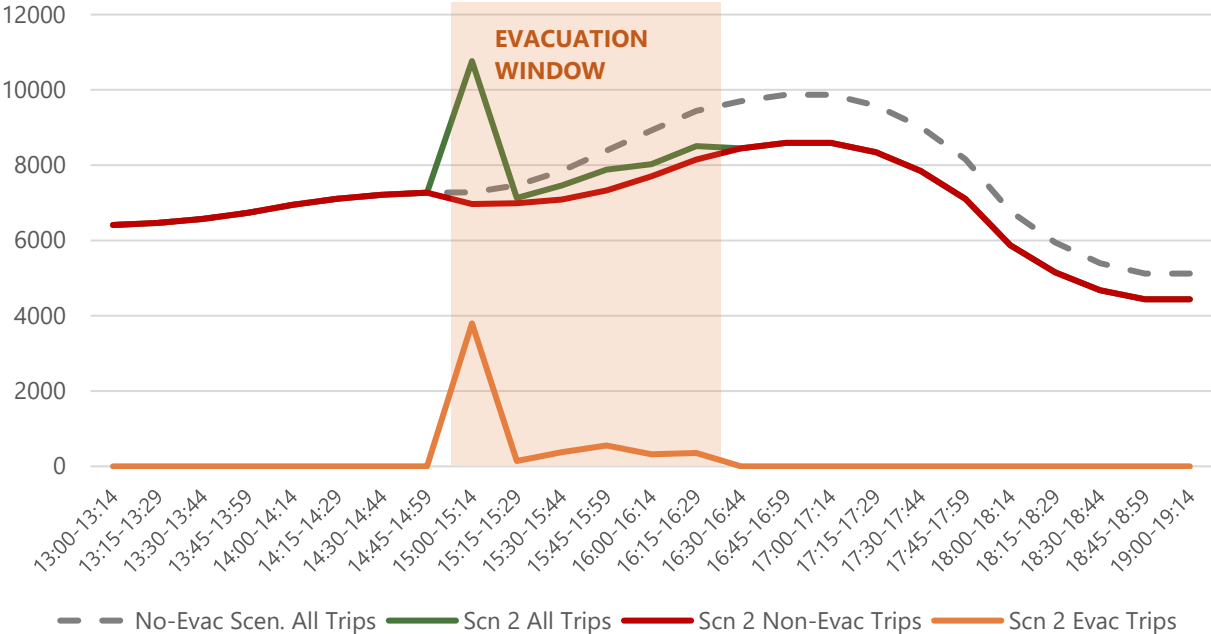


Figure 5

Scenario 1 Comparison of Evacuation Trips to Non-Evacuation Trips



2022 Analysis Model-Wide Trips by 15-Minute Bin



2023 Analysis Model-Wide Trips by 15-Minute Bin

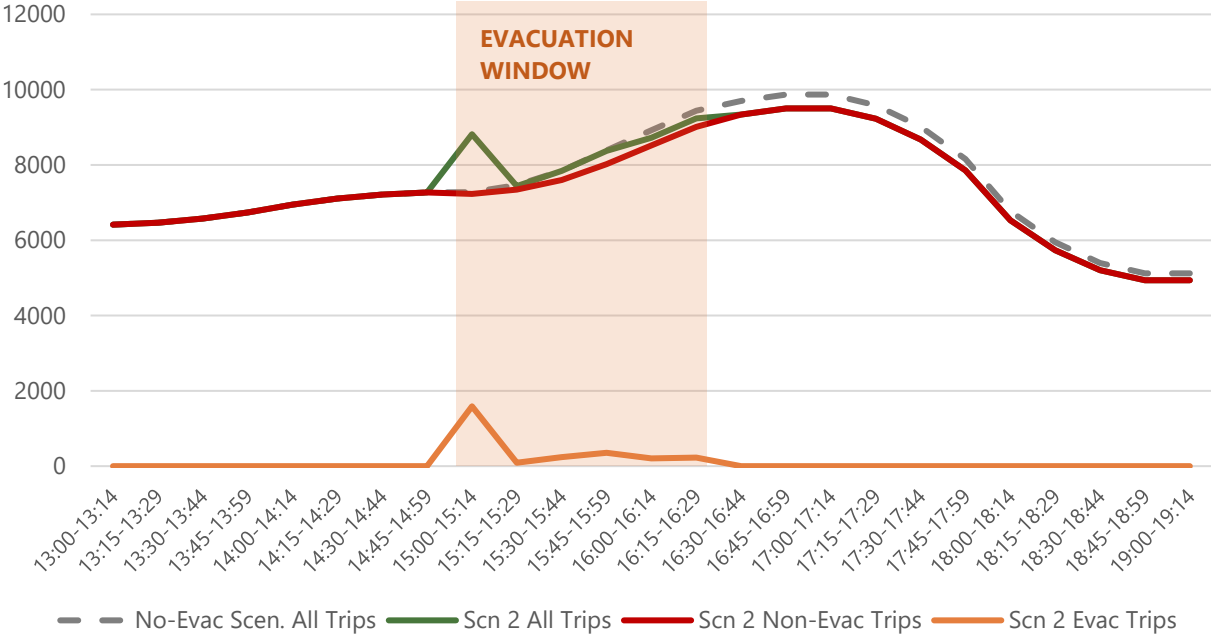


Figure 6

Scenario 2 Comparison of Evacuation Trips to Non-Evacuation Trips



The evacuation time window is the time between when the evacuation starts and how many minutes or hours the evacuation zones will require to be fully evacuated, based upon the evacuation order. The distribution across the evacuation time windows for the two evacuation scenarios is shown in **Table 4**. Both scenarios incorporate two phases of evacuation order – Phase 1 with a 15-minute departure order and Phase 2 with a 90-minute departure order. The distribution over the entire evacuation period reflects these differences in evacuation time window. For the second phase in each scenario, it is assumed that evacuees would vacate at a rate that resembles a bell curve from the time that the evacuation order is issued. The evacuation time distribution for both phases of both scenarios is the same in the 2023 analysis as it was in the 2022 analysis. In all cases, the evacuation order is assumed to be the moment that evacuees receive the order to depart. The analysis in this study does not account for the effects of early evacuation warnings, in which evacuees decide to depart early in anticipation of a potential order.

Table 4: Evacuation Time Distribution Assumptions for Scenario 1 and Scenario 2

Time Interval (PM)	Phase 1	Phase 2
3:00-3:14	100%	2%
3:15-3:29	0%	8%
3:30-3:44	0%	21%
3:45-3:59	0%	31%
4:00-4:14	0%	18%
4:15-4:30	0%	20%

Trips departing evacuation zones are allocated to shelters (i.e., hotels or large gathering spaces) or “model gateways” representing the destinations outside of the model area. The share of trips ending in each evacuation destination are noted in **Table 5**. These parameters were kept the same across both scenarios and are the same in both the 2022 analysis and 2023 analysis.

Table 5: Share of Trips Ending in Different Evacuation Destinations

Description	Share of Trips	Details
Hotels (internal to subarea)	8%	Based on a review of hotel capacity in the subarea
Shelters & Stadiums (internal to subarea)	0%	No shelters or stadiums in the subarea
East	36.8% (40% of external trips)	95% on US-101 Southbound 4% on SR-192 1% on other E/W arterials
West	55.2% (60% of external trips)	95% on US-101 Northbound 4% on SR-192 1% on other E/W arterials
North	0%	No trips evacuating to the North
South	0%	No trips evacuating to the South

The EVAC+ tool references trip tables for areas outside Montecito to form the “background” traffic estimates on the roadways not affected during an evacuation event. Areas affected by the evacuation event are then processed through the EVAC+ tool trip estimator to estimate the number and sequencing of trips that occur due to the event.

The subarea extracted network and new trip tables are then input into the SBCAG subarea model, which estimates traffic and levels of congestion on 15-minute intervals. This process helps identify congested locations on the network that should be considered during an evacuation event and alternative routes people may use due to congested conditions.

The typical daily operating conditions for both the number of travel lanes per direction and associated hourly capacity per lane reflect normal roadway conditions. This condition allows for the opposite direction of evacuation traffic to be used for emergency responders to access the evacuation area and for background traffic to operate normally. These conditions were used for both scenarios.

3. Modeling Results

The EVAC+ tool, as described in the Approach and Methodology section, was used to estimate traffic conditions and operations during each of the evacuation scenarios. The volumes by time interval and the results of the tool output for each scenario are summarized below. The result plots are color-coded by Volume/Capacity ratio from green to red (green being free-flow traffic and red being heavily congested).

The results of both scenarios capture the high demand for travel that occurs on roadways within Montecito and along the US-101 freeway on a typical weekday afternoon. The two-lane, often narrow, roadways serving the Montecito community have limited capacity with most intersections controlled by stop signs. The limited roadway capacities can result in periods of high congestion due to local travel demands, such as school pick-up/drop-off periods when vehicles queuing impedes travel flows. The results of each scenario and a comparison between the 2022 and 2023 analyses are described in the following sections.

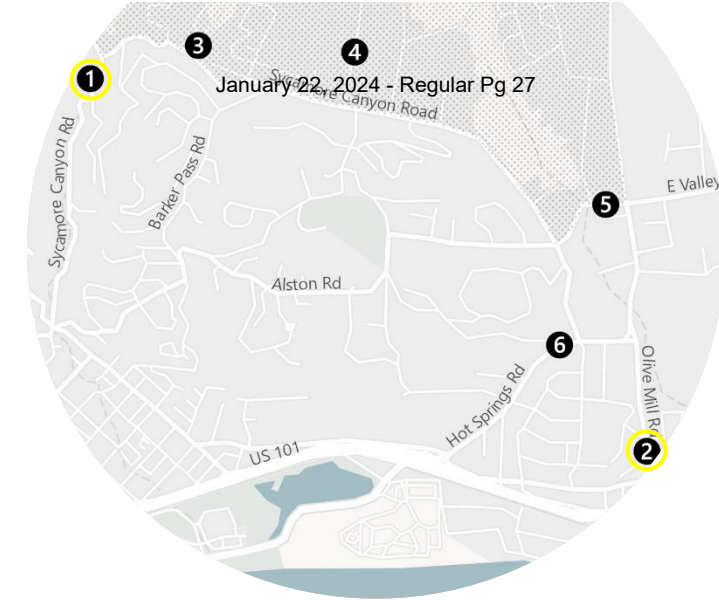
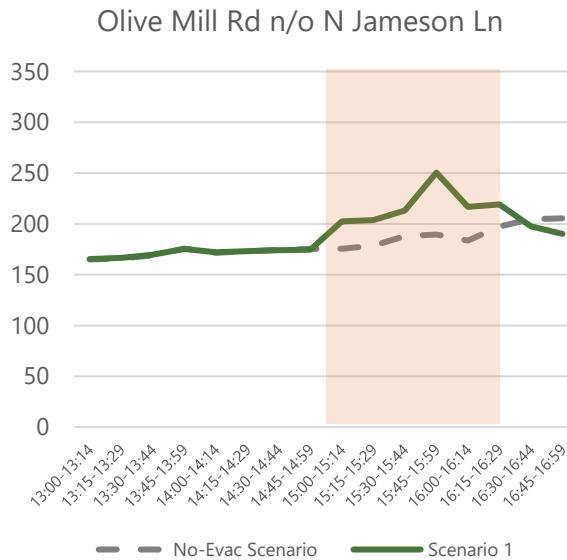
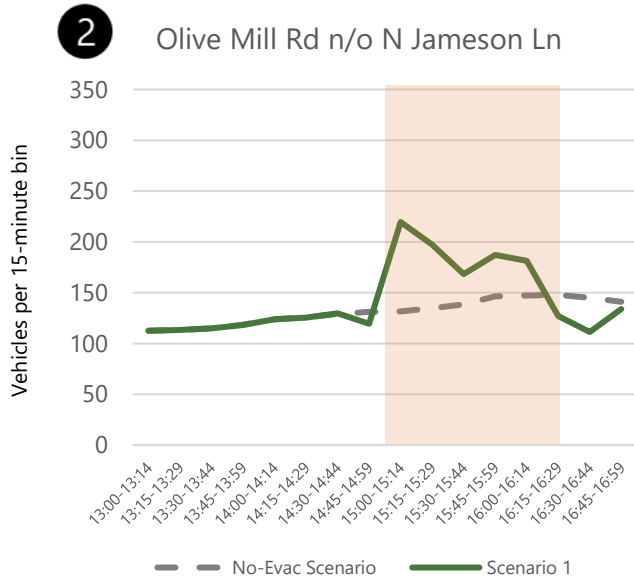
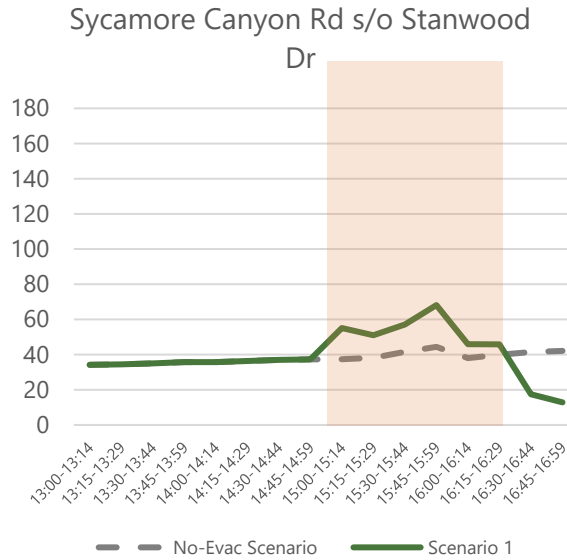
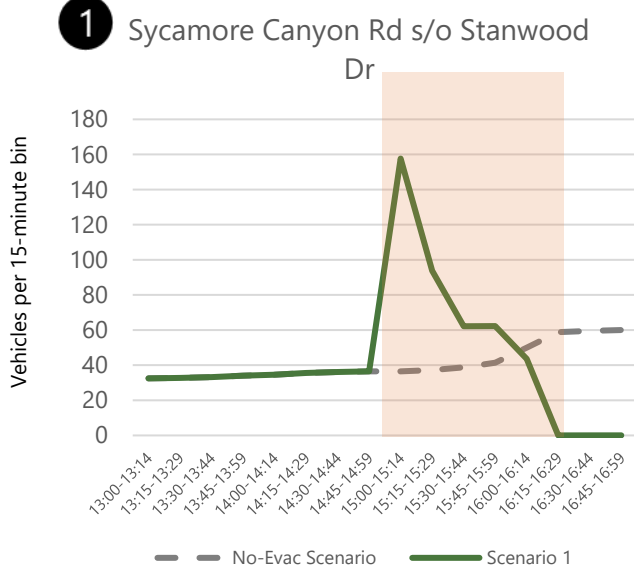
Scenario 1 assumes the phased evacuation of zones 1, 2, 3, 8, 9, 10, 15, and 16 in 2022. In the 2023 analysis, Scenario 1 assumed the phased evacuation of draft zones 1, 2, 3, 8, 9, and 10. Scenario 1 results for both analyses are shown on **Figure 7**.

Scenario 2 assumes the phased evacuation of zones 4, 5, 6, 11, 12, 13, 17, 18, and 19 in 2022. In the 2023 analysis, Scenario 1 assumed the phased evacuation of draft zones 4, 5, 6, 11, 12, and 13. Scenario 2 results for both analyses are shown on **Figure 13**.

Figure 7A: Scenario 1, Phased Evacuation of Western Montecito

2022 Analysis

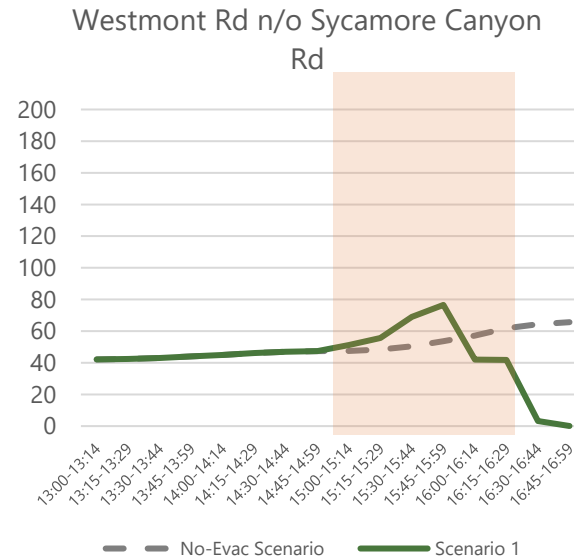
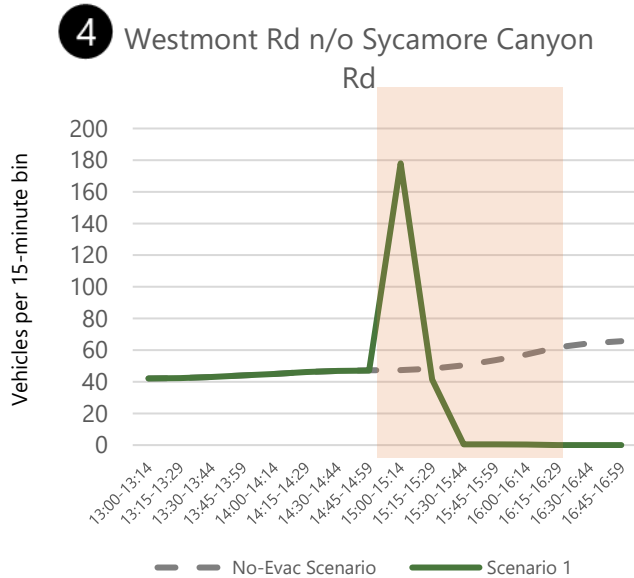
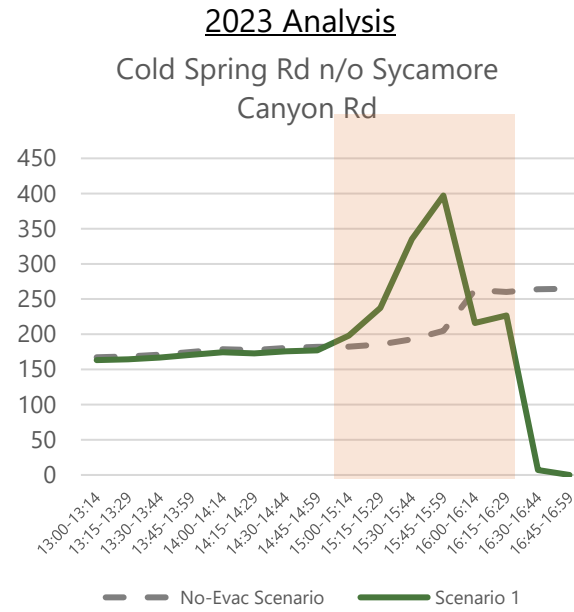
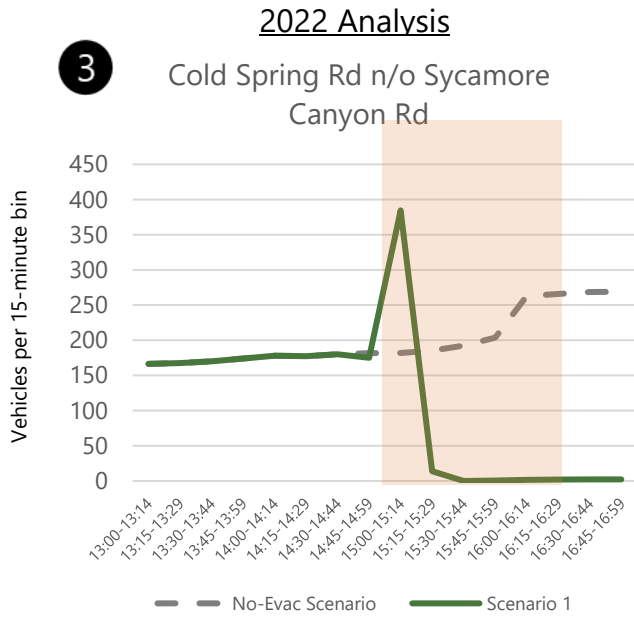
2023 Analysis



Due to the phased approach of Scenario 1, congestion caused by vehicles evacuating builds up quickly, within the first 15-30 minutes of the evacuation period as the first zones evacuate simultaneously and use local roads and arterials to exit the evacuating zones and travel towards the US-101 and other exit routes from Montecito. As shown earlier, within the first 30 minutes of the evacuation, the number of vehicles evacuating comprises nearly 25% of the total number of vehicles in the subarea model.

The 2023 analysis evacuated fewer zones in the first period resulting in a smaller peak in evacuation traffic but a longer period of higher-than-normal traffic at most analyzed road segments. As some vehicles are routed towards the City of Santa Barbara, the quickest travel paths, including Barker Pass Road and Sycamore Canyon Road, better absorb the evacuation traffic in the 2023 analysis since Phase 1 evacuates a smaller area.

Figure 7B: Scenario 1, Phased Evacuation of Western Montecito

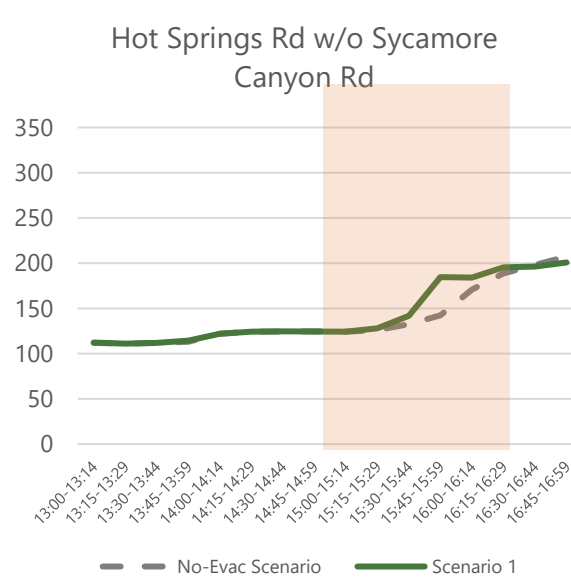
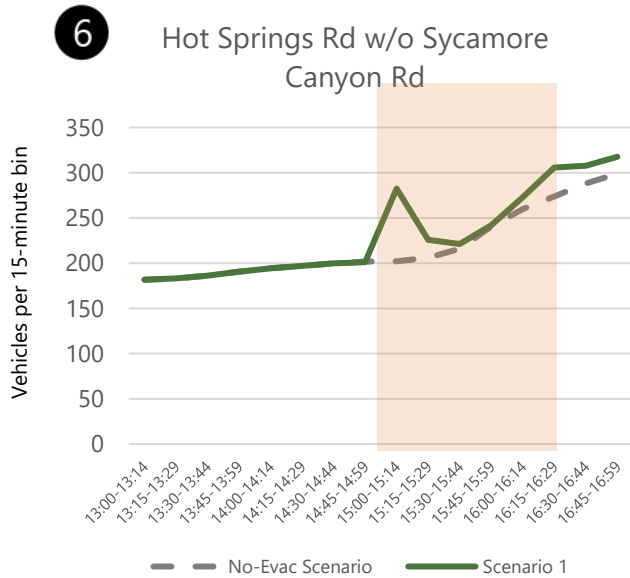
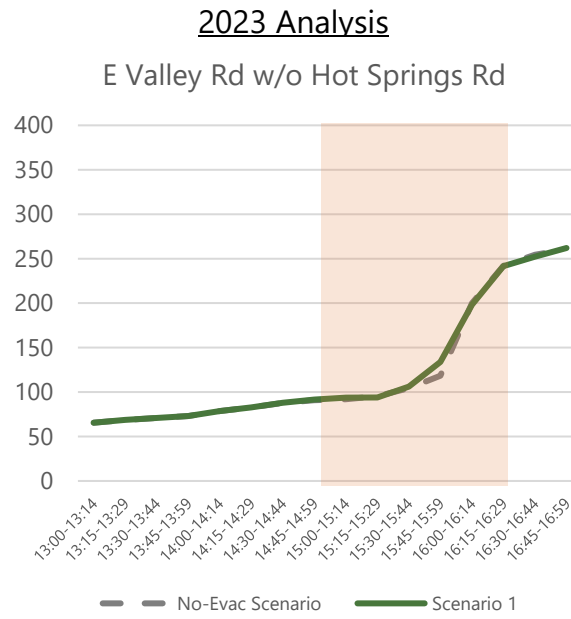
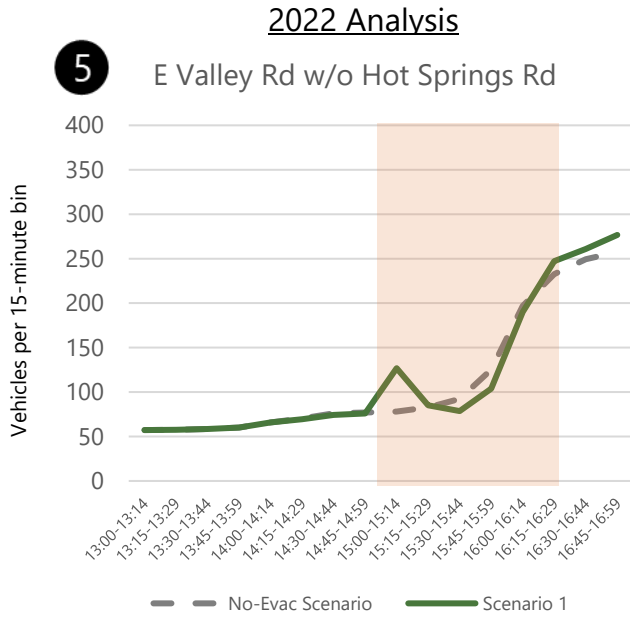
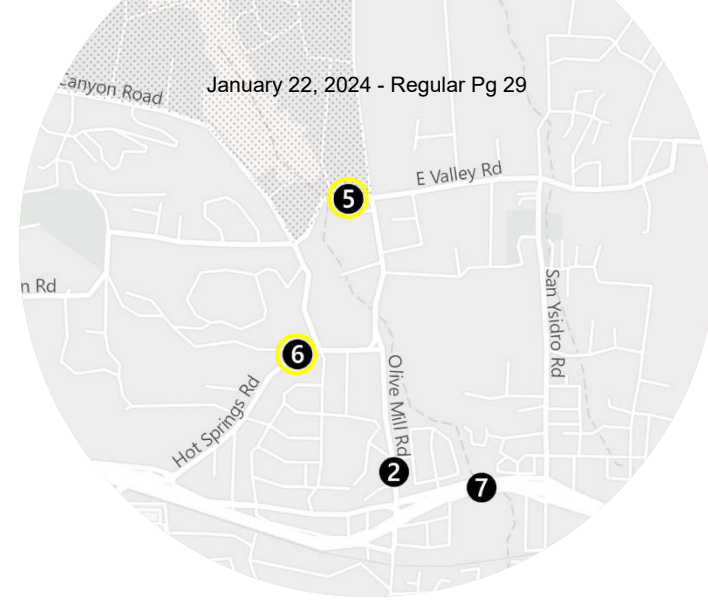


Some locations were not analyzed with empirical count data, but were shown to serve significant evacuation demand. For example, Barker Pass Road serves traffic that would otherwise use Sycamore Canyon Road or Olive Mill Road.

In general, study locations closer to the evacuation zones experience more of an evacuation-related peak than other locations. Cold Springs Road and Westmont Road experience larger peaks than other study locations, especially since they serve traffic evacuating from Westmont College.

A longer evacuation period for smaller evacuation areas, as studied in the 2023 analysis, results in less congestion at these locations and more gradual loading of evacuation trips onto the roadway network.

Figure 7C: Scenario 1, Phased Evacuation of Western Montecito



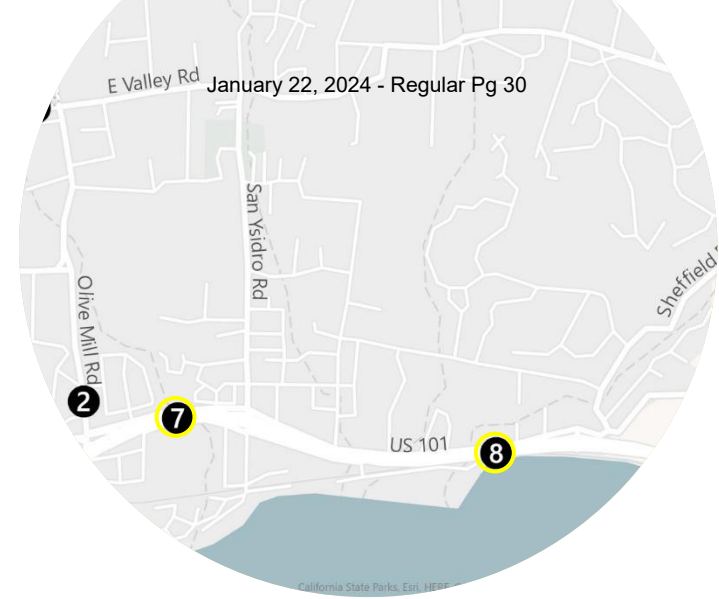
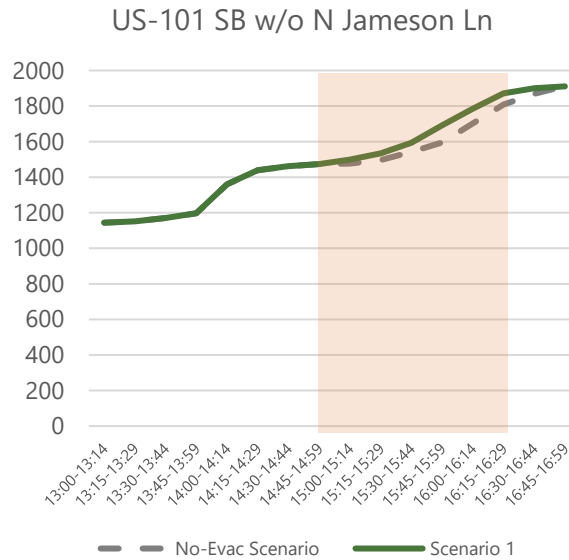
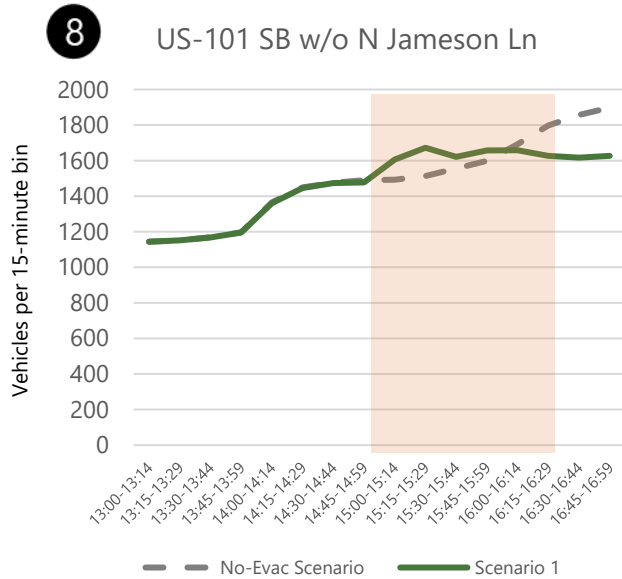
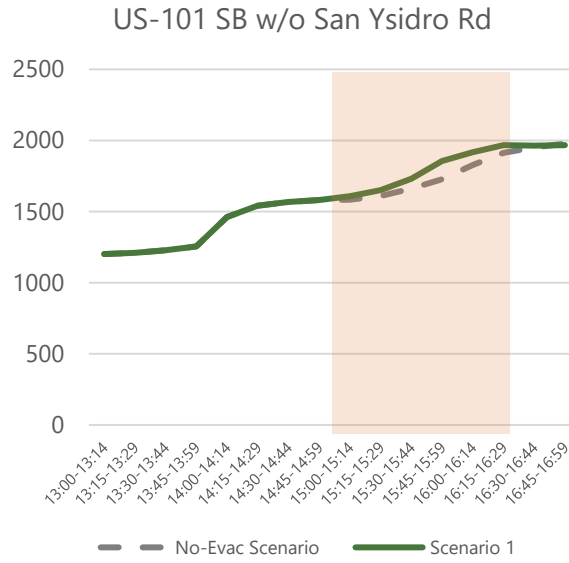
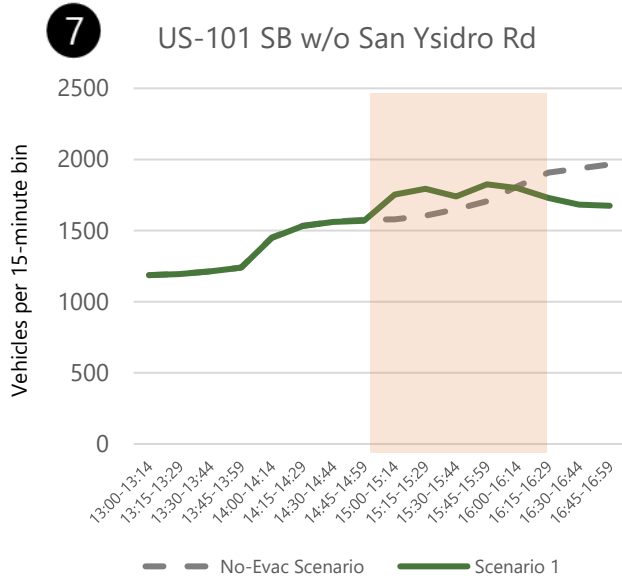
Due to background travel demands, many study locations are already experiencing congestion before the evacuation begins. For example, San Ysidro Road, Olive Mill Road, and Hot Springs Road north of the US-101, and the US-101 itself all experience congestion due to typical background traffic at the time of the evacuation. On East Valley Road, typical background traffic more than doubles over the course of the evacuation period.

By the end of the evacuation period, congestion within the evacuating zones persists, especially near the US-101 ramps, on Hot Springs Road, San Ysidro Road, and East Valley Road. However, this is less pronounced in the 2023 analysis.

Figure 7D: Scenario 1, Phased Evacuation of Western Montecito

2022 Analysis

2023 Analysis

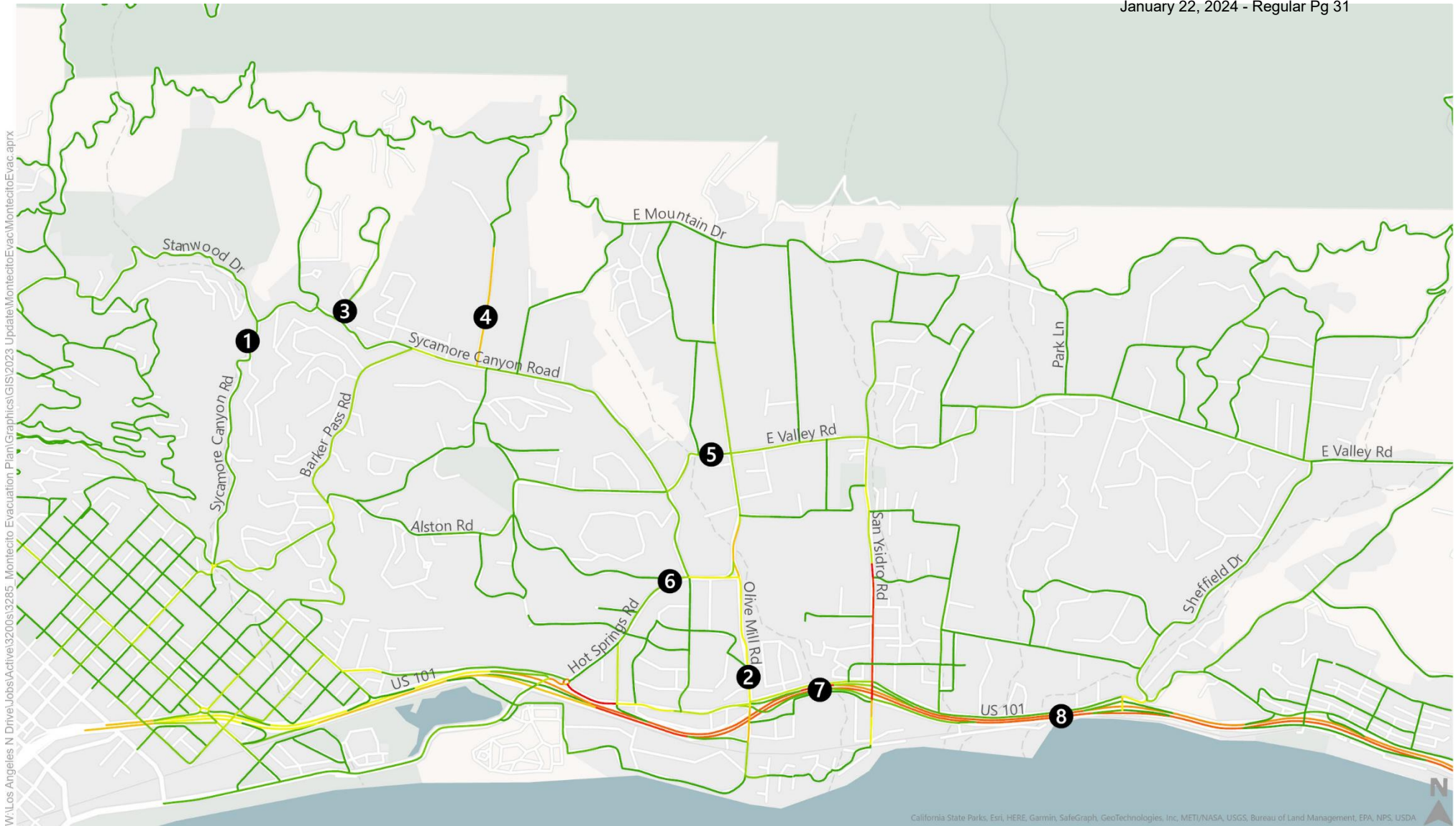


As the evacuation period progresses and the congestion on the network peaks and subsides, the 2022 analysis showed vehicles diverting from US-101 to parallel routes in or adjacent to the evacuation area because they became less congested post-evacuation. The 2023 analysis adds evacuation trips to the network more gradually, particularly from Westmont College, better utilizing roadway capacity and resulting in less diversion.

During the course of the evacuation, the congestion on US-101 worsens as a result of the evacuation on top of background traffic that grows between 3:00PM and 4:30PM.

Figure 8 through **Figure 12** show the progression of congestion across the network before the evacuation, during the early, mid, and late stages of the evacuation period, and after the evacuation period concludes.

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Volume/Capacity:

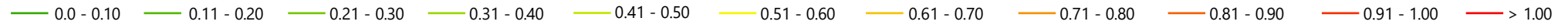


Figure 8

Scenario 1, Pre-Evacuation Period



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California State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, MFTI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

Volume/Capacity:

- 0.0 - 0.10
- 0.11 - 0.20
- 0.21 - 0.30
- 0.31 - 0.40
- 0.41 - 0.50
- 0.51 - 0.60
- 0.61 - 0.70
- 0.71 - 0.80
- 0.81 - 0.90
- 0.91 - 1.00
- > 1.00



Figure 9

Scenario 1, Early Evacuation Period

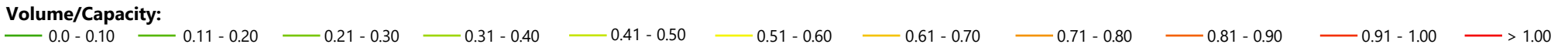


Figure 10
Scenario 1, Mid-Evacuation Period



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California State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, MFTI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

Volume/Capacity:
0.0 - 0.10 0.11 - 0.20 0.21 - 0.30 0.31 - 0.40 0.41 - 0.50 0.51 - 0.60 0.61 - 0.70 0.71 - 0.80 0.81 - 0.90 0.91 - 1.00 > 1.00



Figure 11

Scenario 1, Late Evacuation Period



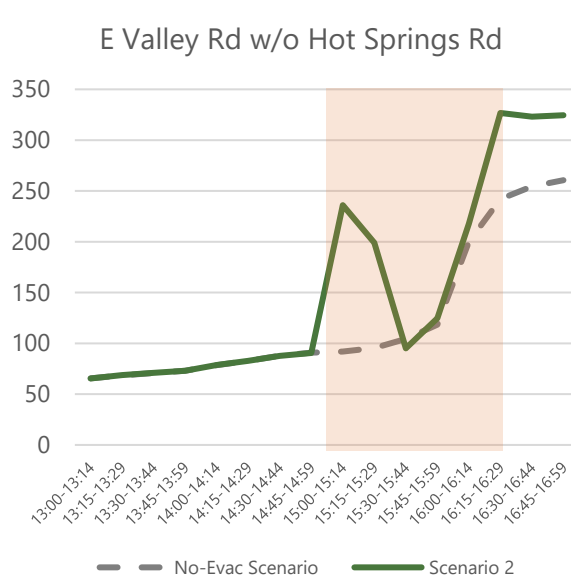
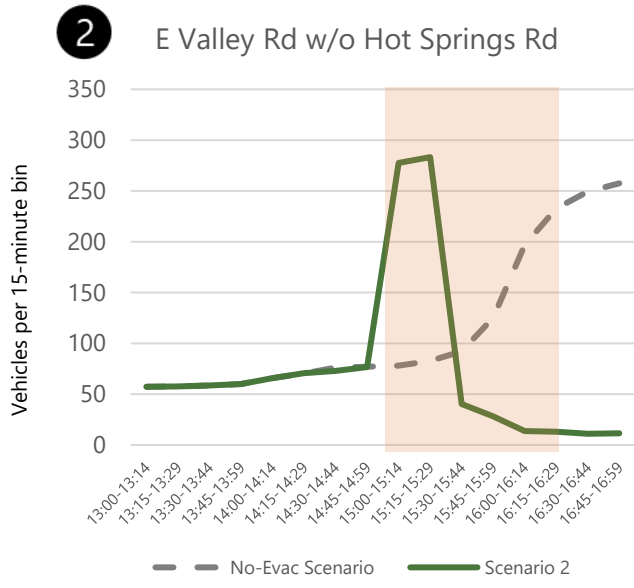
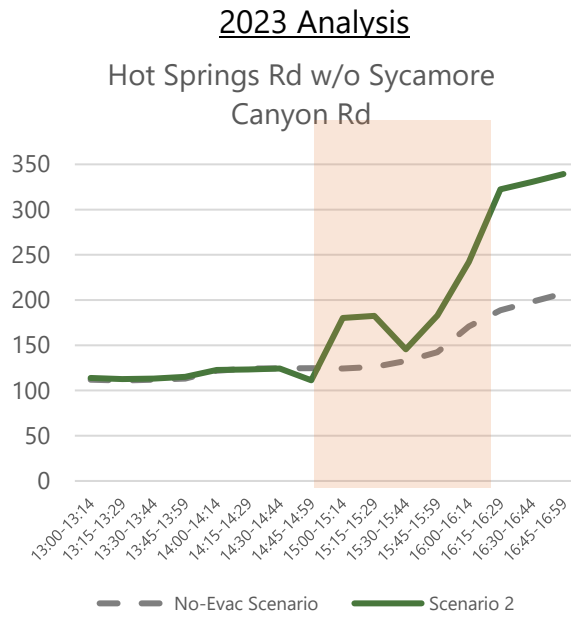
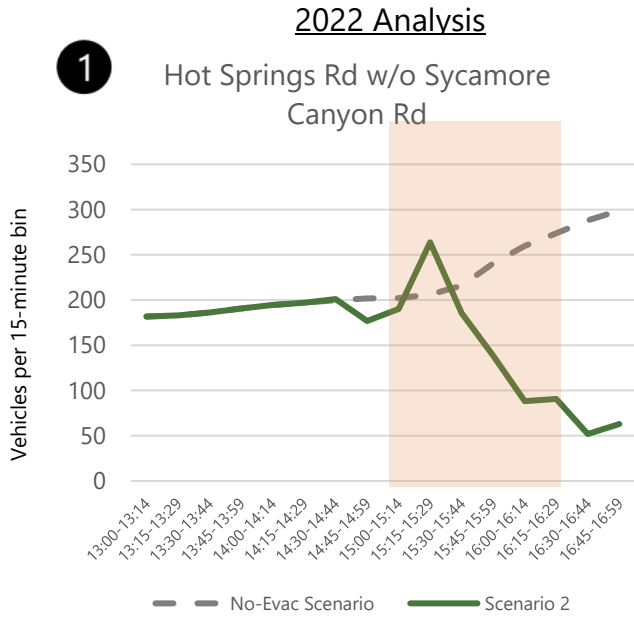
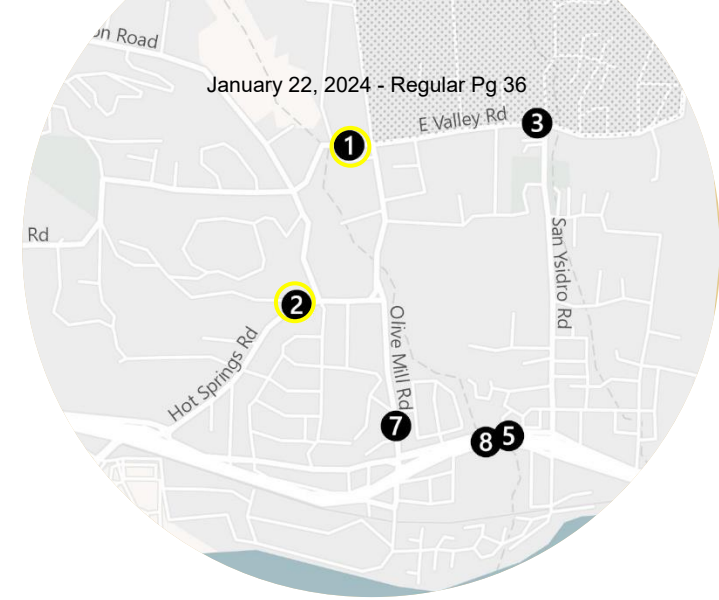
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California State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA



Figure 12
Scenario 1, Post-Evacuation Period

Figure 13A Scenario 2, Phased Evacuation of Eastern Montecito

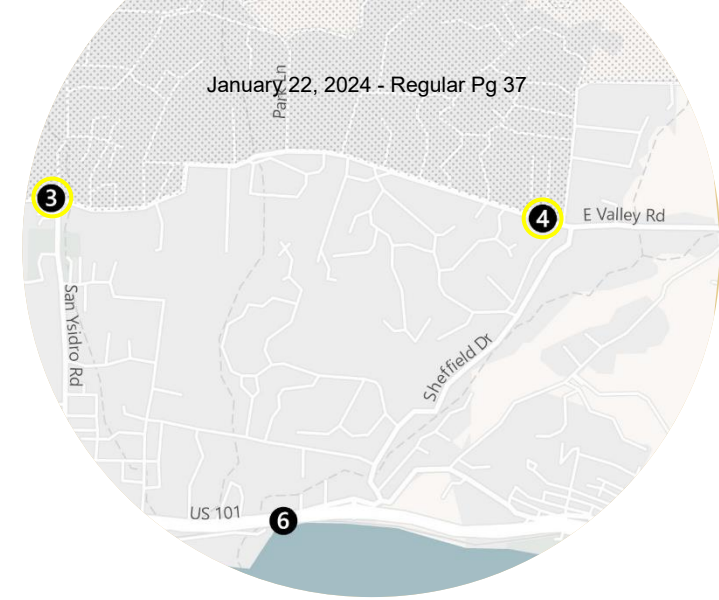


Due to the phased approach of Scenario 2, congestion caused by vehicles evacuating builds up quickly, within the first 15-30 minutes of the evacuation period as zones 4, 5, and 6 evacuate simultaneously. As shown earlier, within the first 30 minutes of the evacuation, the number of vehicles evacuating comprises over one-third of the total number of vehicles in the subarea model.

Under scenario 2, evacuation zones represent the eastern portions of Montecito, causing Hot Springs Road, East Valley Road, and other main corridors serving the area to experience large peaks in traffic as phase 1 evacuees use local roads and arterials to exit the evacuating zones and travel towards the US-101 and other exit routes from Montecito.

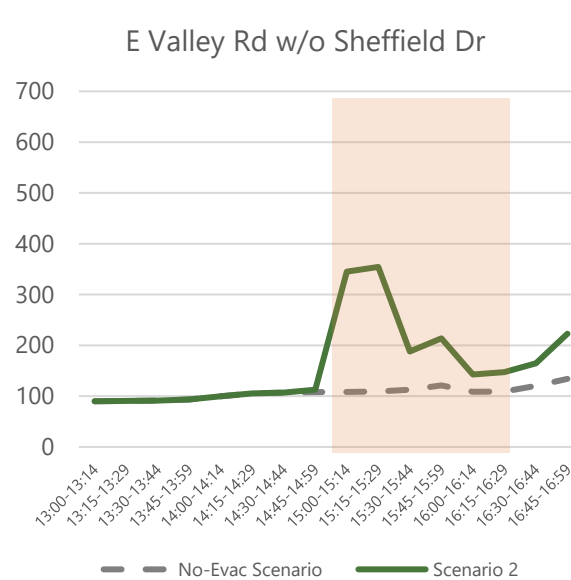
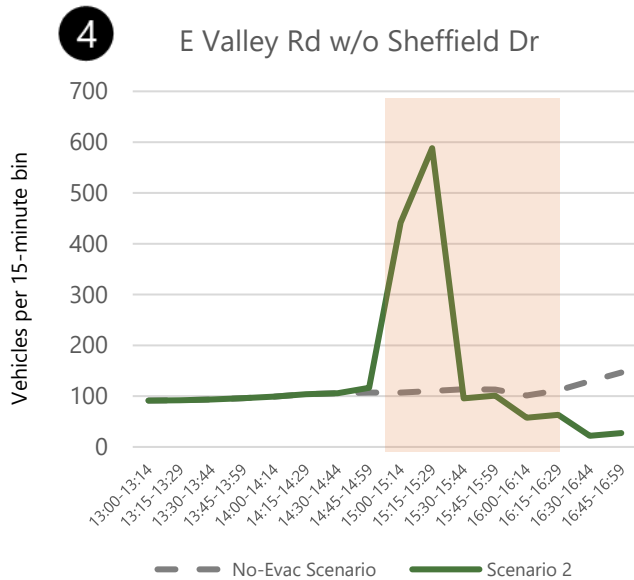
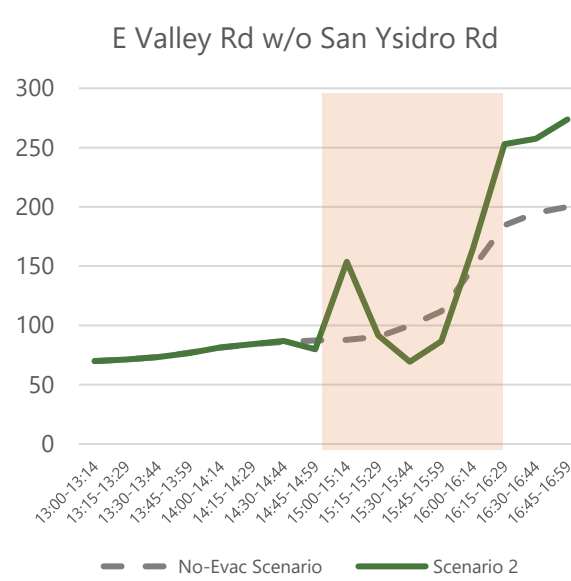
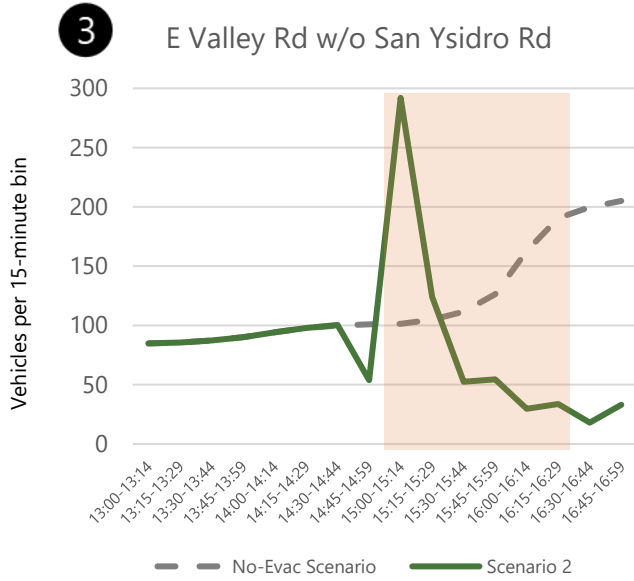
Like scenario 1, the 2023 analysis shows a smaller peak in phase 1 with fewer total evacuation trips.

Figure 13B Scenario 2, Phased Evacuation of Eastern Montecito



2022 Analysis

2023 Analysis



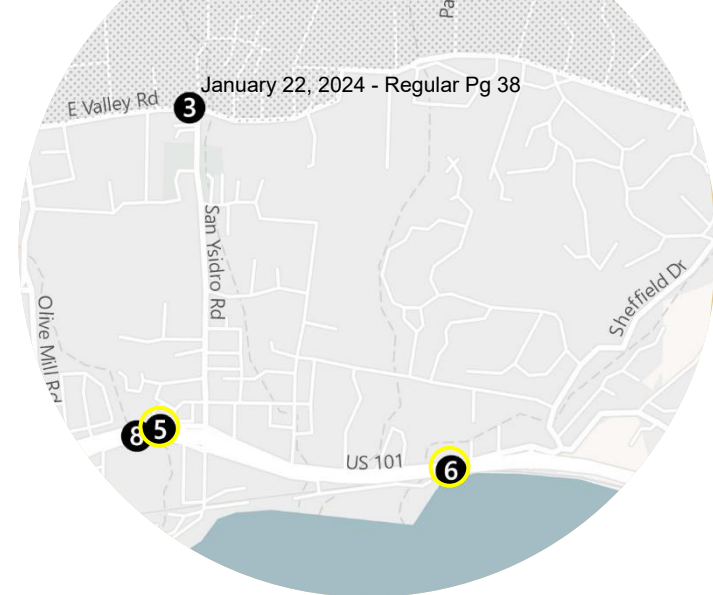
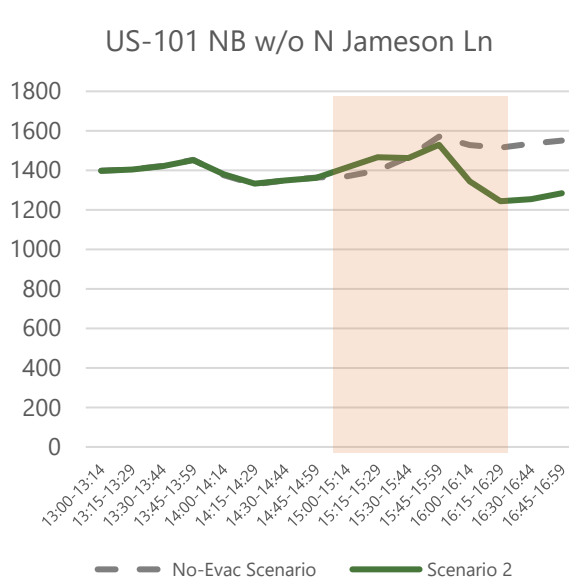
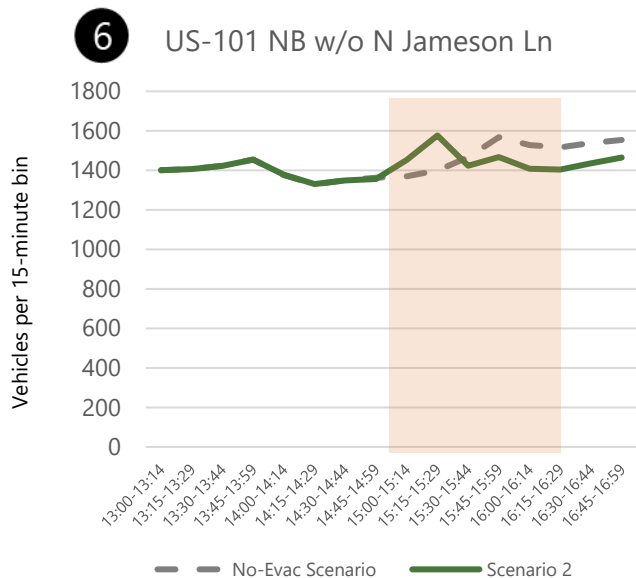
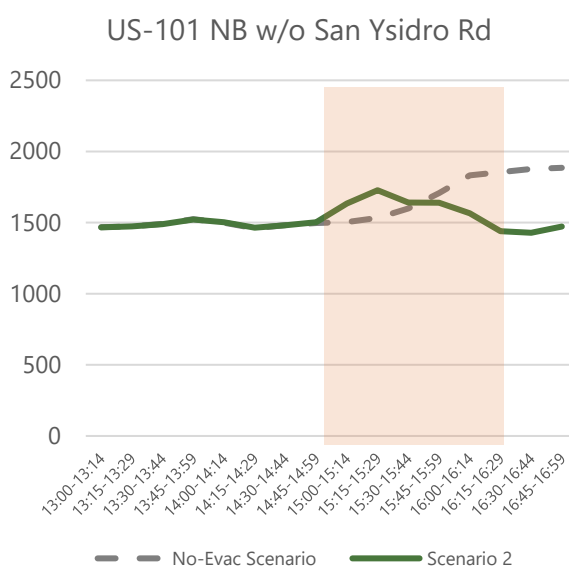
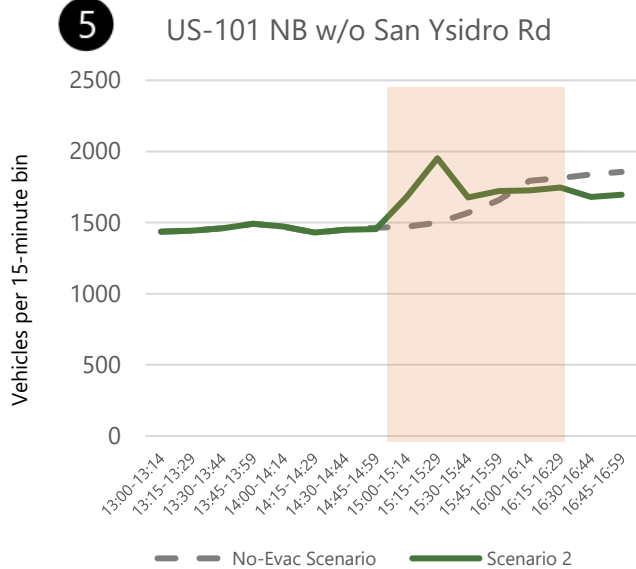
East Valley Road becomes increasingly congested as vehicles use the corridor to travel eastbound and leave the Montecito area or access the north-south roads in Montecito to reach the US-101 freeway. By the middle of the evacuation period, the congestion migrates westward towards the City of Santa Barbara as the US-101 ramps become heavily congested and vehicles are routed to other paths on the local roadway network. Congestion also persists in the northeast part of Montecito along Bella Vista Drive.

These primary corridors show smaller peaks in the 2023 analysis since smaller areas are evacuated in Phase 1 compared to the 2022 analysis. This more gradual loading of vehicles onto the roadway network prevents severe peaks in congestion in the 2023 analysis.

Figure 13C Scenario 2, Phased Evacuation of Eastern Montecito

2022 Analysis

2023 Analysis



Due to background travel demands, many study locations already experience congestion before the evacuation begins. For example, US-101 experiences congestion due to typical background traffic at the time of the evacuation.

In the 2023 analysis, there is a rebound in traffic post-evacuation on some facilities and a decrease in traffic post-evacuation on US-101. Because fewer residents are evacuated in the 2023 analysis compared to the 2022 analysis, the model shows these residents and through-travelers from US-101 traveling as usual, along parallel facilities such as East Valley Road because they become less congested after northern neighborhoods are fully evacuated. This underscores the need for ongoing traffic management after an evacuation concludes.

Figure 13D Scenario 2, Phased Evacuation of Eastern Montecito

2022 Analysis

2023 Analysis

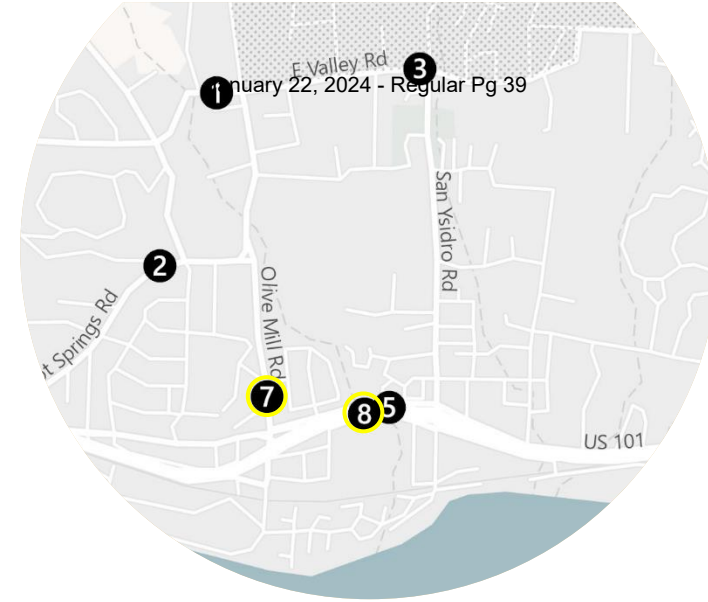
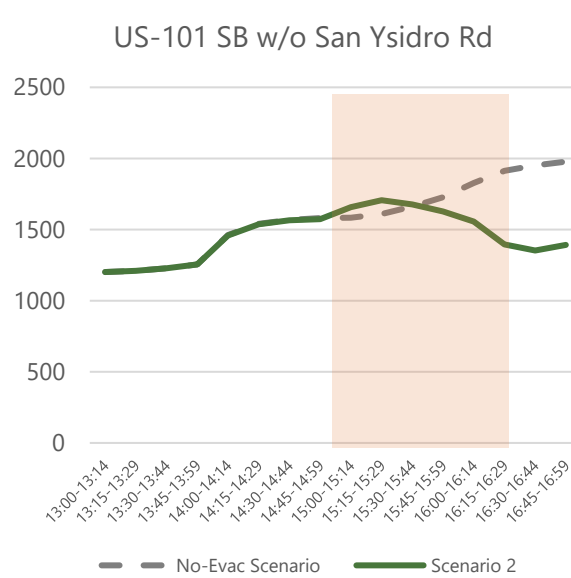
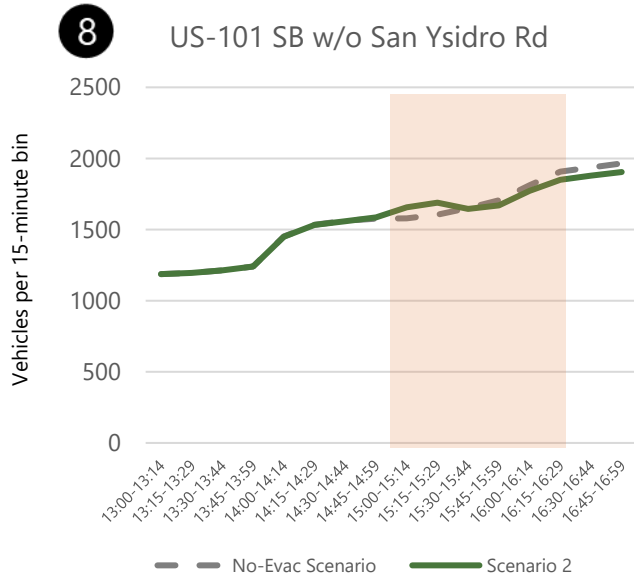
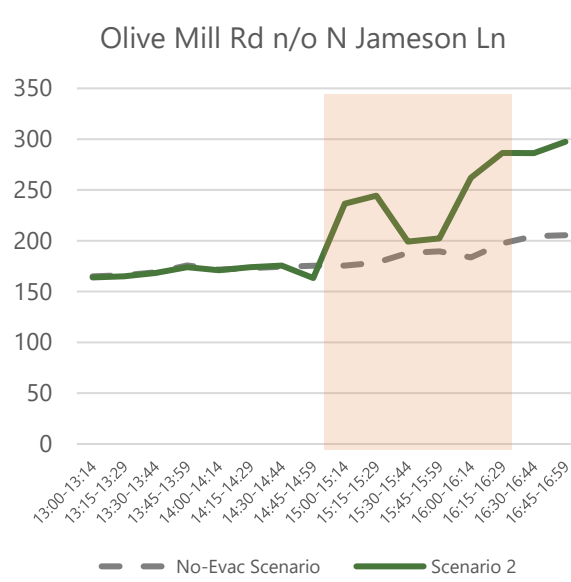
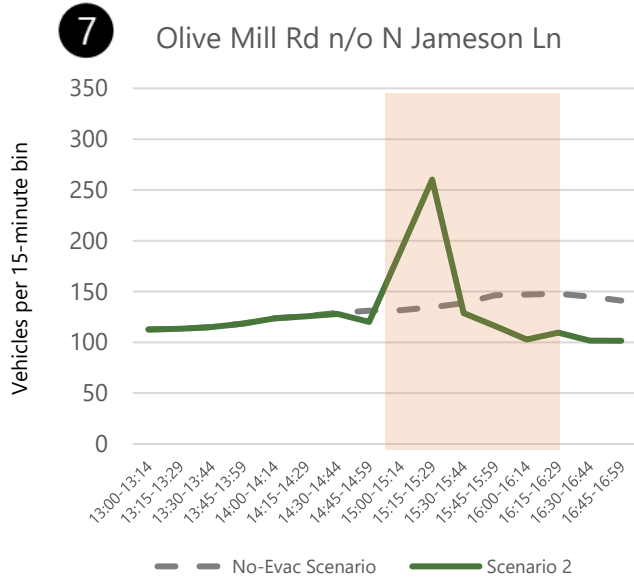
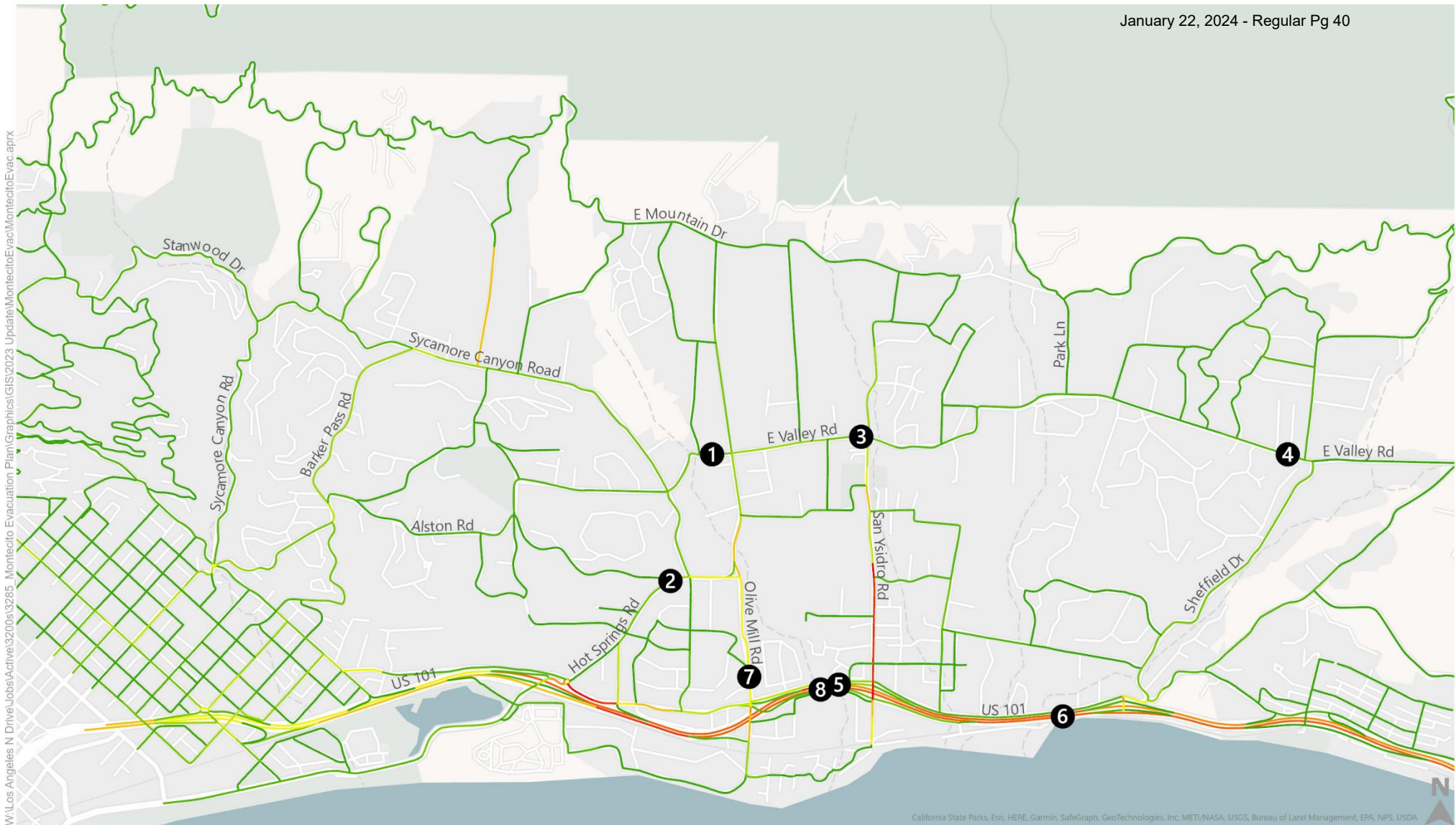


Figure 14 through Figure 18 show the progression of congestion across the network before the evacuation, during the early, mid, and late stages of the evacuation period, and after the evacuation period concludes.

As the evacuation period progresses, the congestion on the network peaks and subsides.

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California State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

Volume/Capacity:

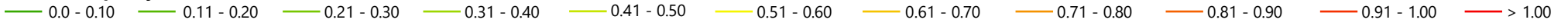
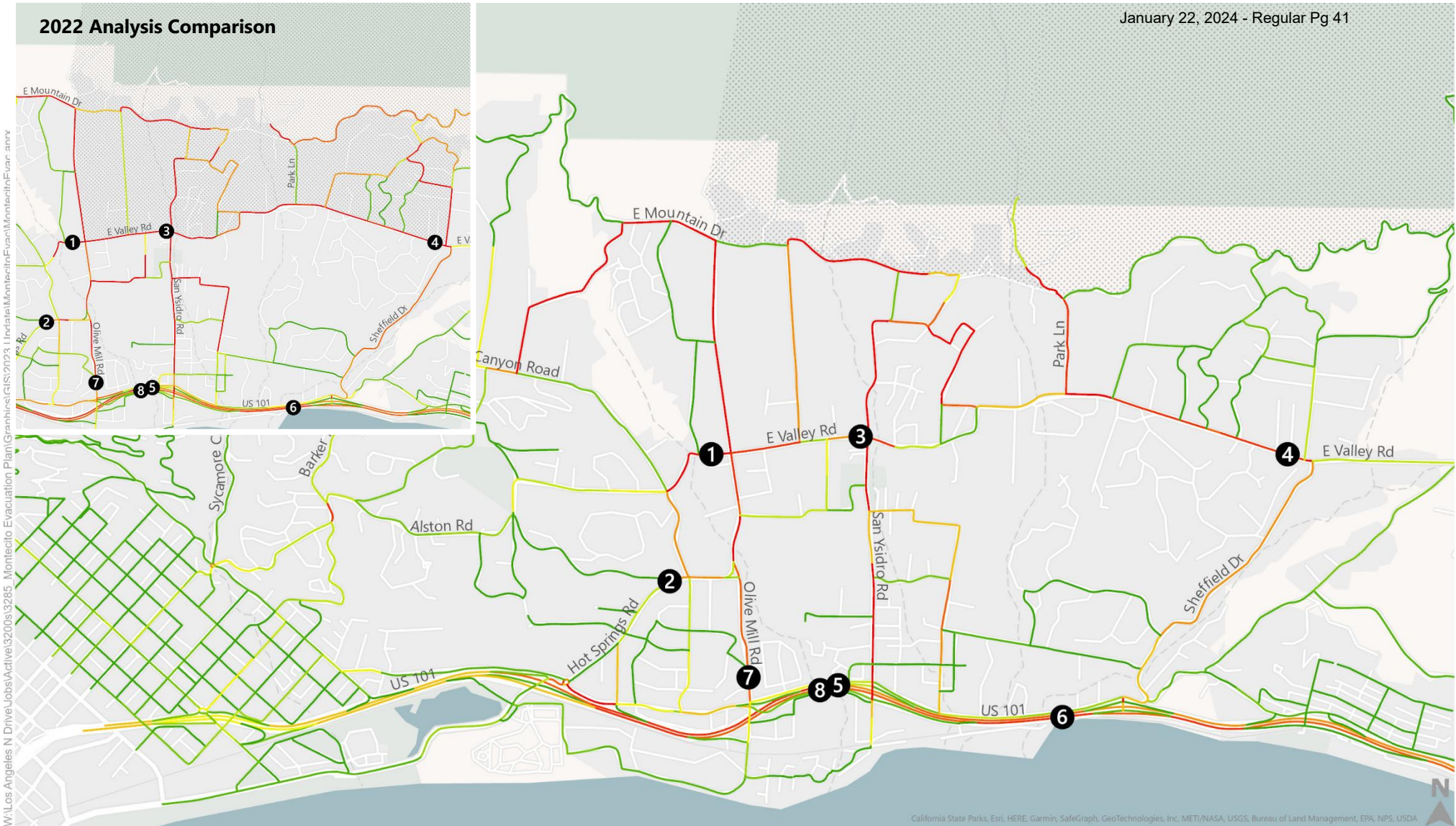


Figure 14

Scenario 2, Pre-Evacuation Period

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Volume/Capacity:

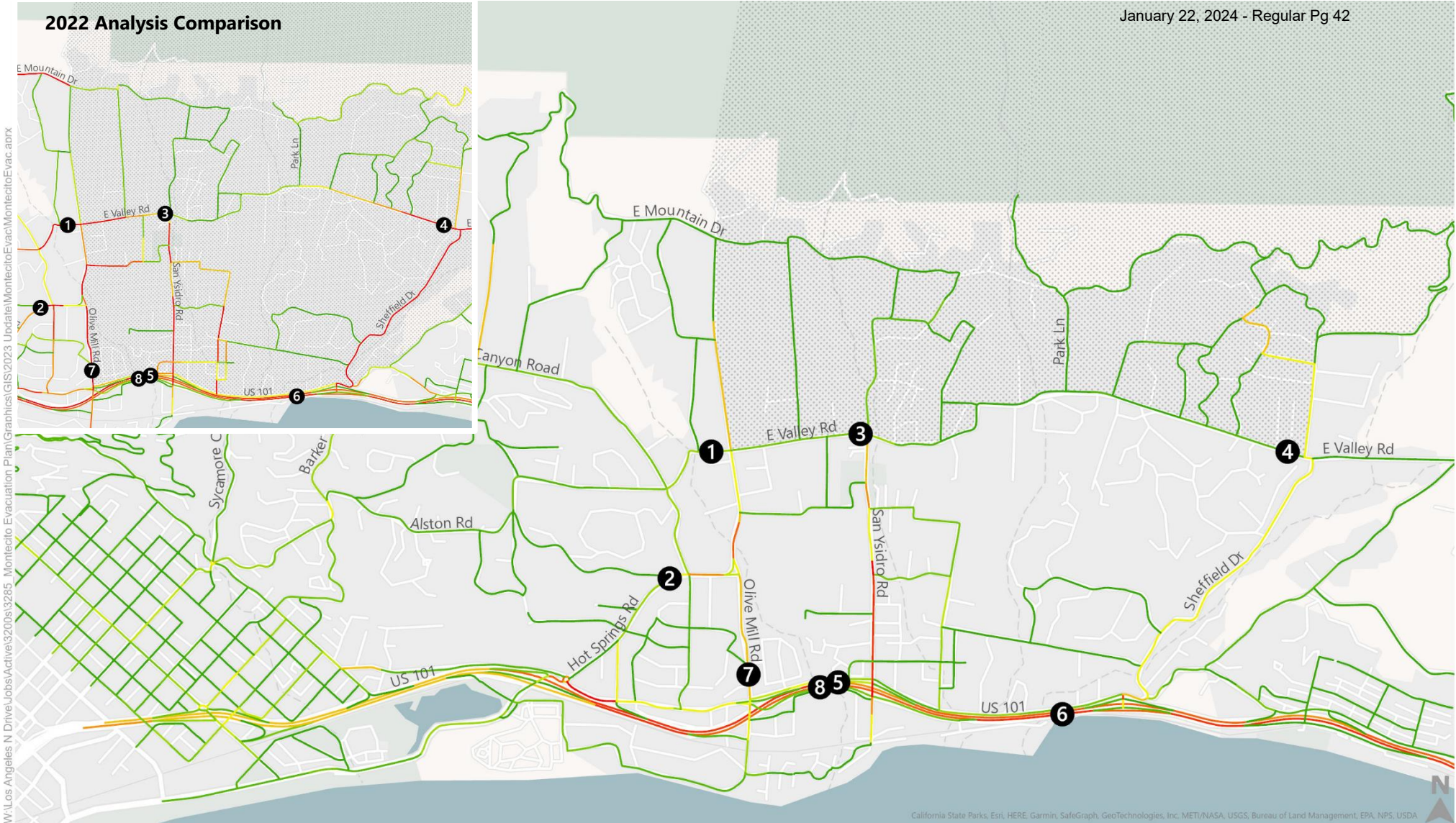
0.0 - 0.10 0.11 - 0.20 0.21 - 0.30 0.31 - 0.40 0.41 - 0.50 0.51 - 0.60 0.61 - 0.70 0.71 - 0.80 0.81 - 0.90 0.91 - 1.00 > 1.00



Figure 15

Scenario 2, Early Evacuation Period

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California State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

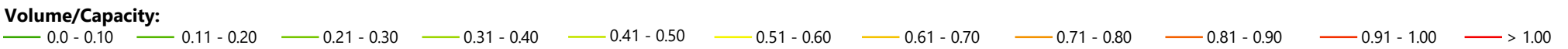
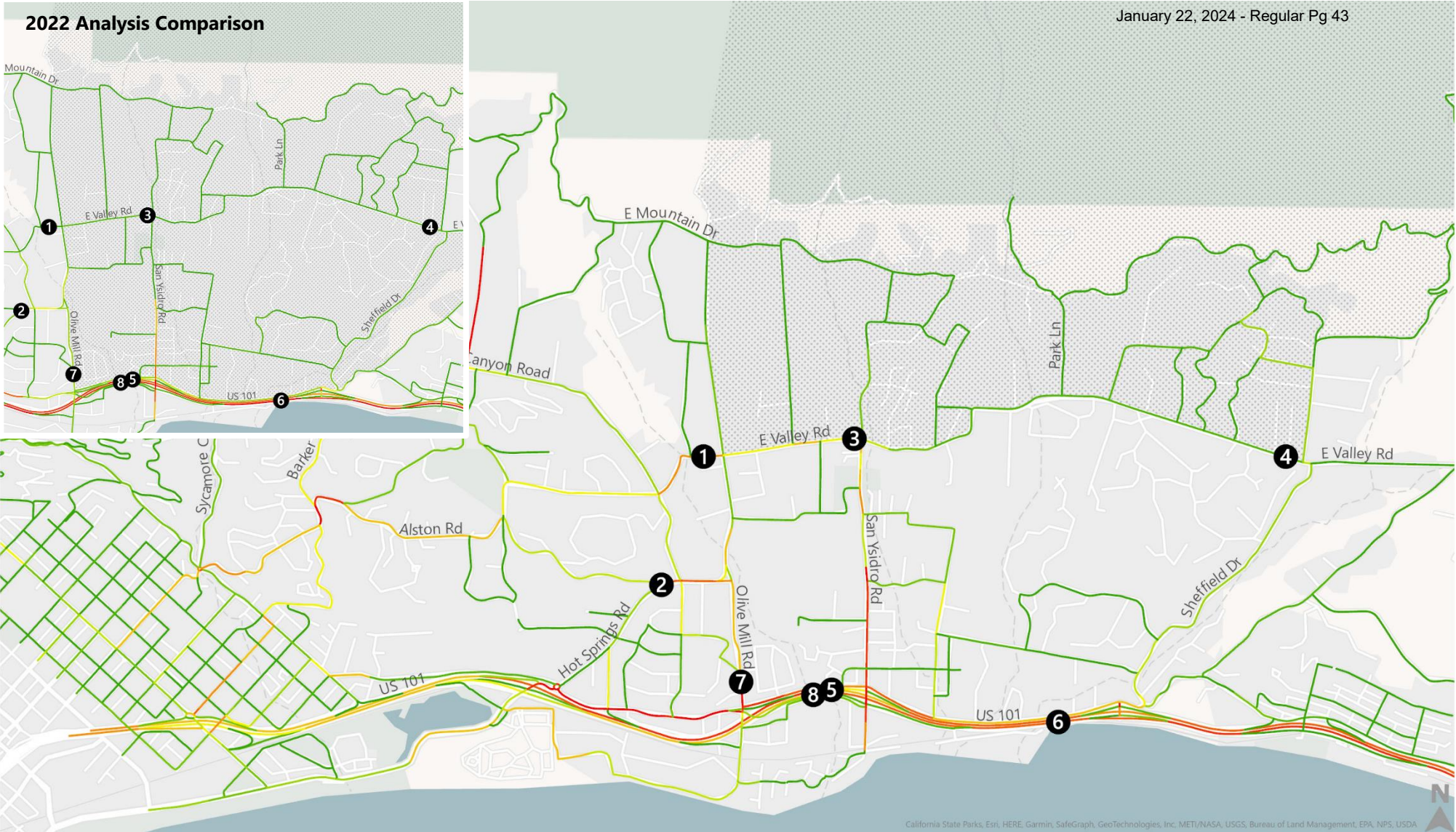


Figure 16

Scenario 2, Mid-Evacuation Period

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Volume/Capacity:

- 0.0 - 0.10
- 0.11 - 0.20
- 0.21 - 0.30
- 0.31 - 0.40
- 0.41 - 0.50
- 0.51 - 0.60
- 0.61 - 0.70
- 0.71 - 0.80
- 0.81 - 0.90
- 0.91 - 1.00
- > 1.00

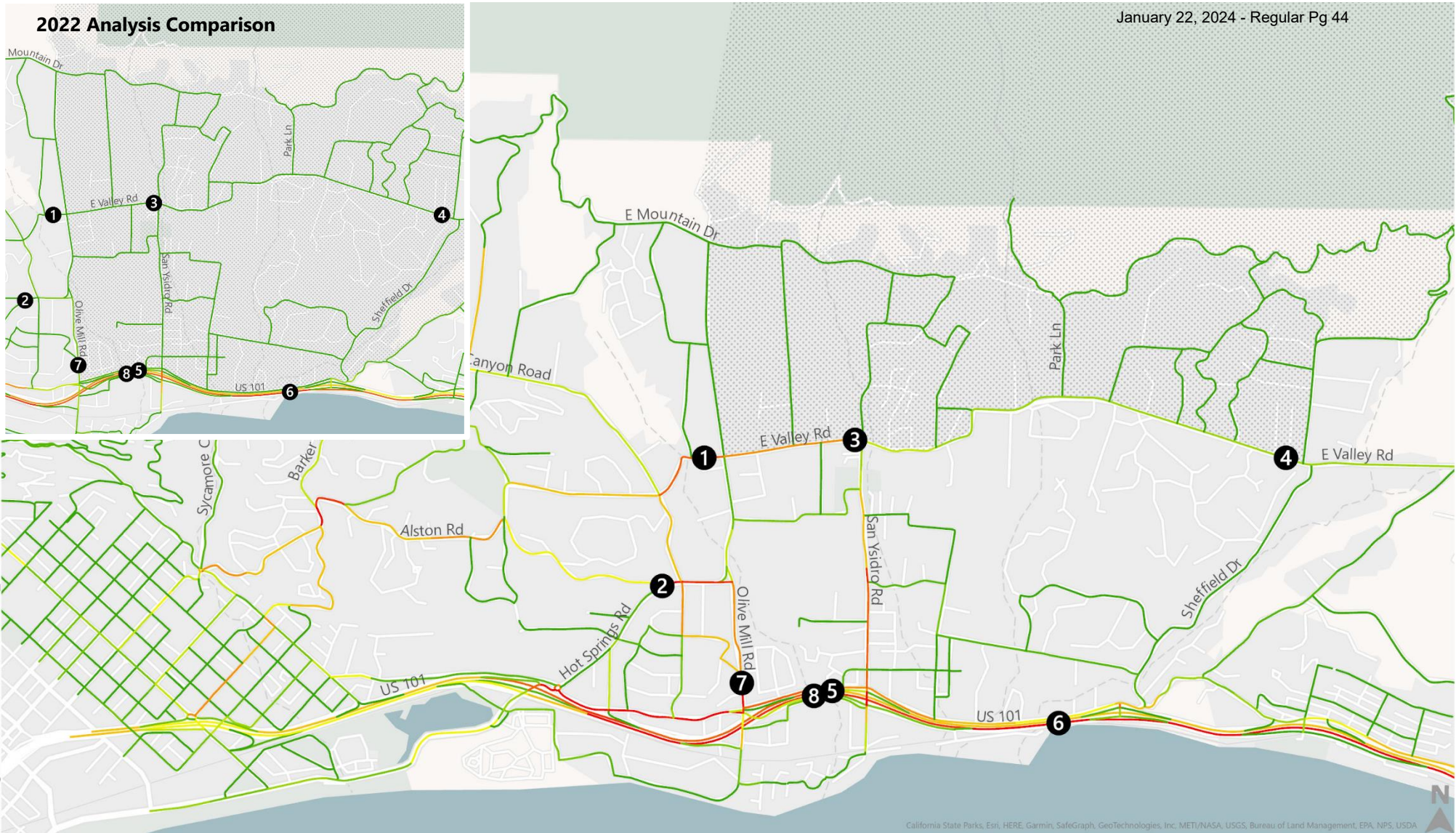


Figure 17

Scenario 2, Late Evacuation Period

2022 Analysis Comparison

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California State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

Volume/Capacity:

- 0.0 - 0.10
- 0.11 - 0.20
- 0.21 - 0.30
- 0.31 - 0.40
- 0.41 - 0.50
- 0.51 - 0.60
- 0.61 - 0.70
- 0.71 - 0.80
- 0.81 - 0.90
- 0.91 - 1.00
- > 1.00



Figure 18

Scenario 2, Post-Evacuation Period

4. Conclusions

Given topographic and roadway network constraints, Montecito has limited options to manage evacuation demand during an emergency scenario. The two emergency evacuation scenarios analyzed as part of this assessment highlight the significance of US-101 as a key evacuation route as well as a key regional thoroughfare. The differences between the 2022 analysis and 2023 analysis highlight the changes in evacuation traffic resulting from evacuation of smaller zones and fewer residents, students, and employees. Based on this 2023 analysis, the deployment of smaller zones, as drafted and tested here, would be expected to reduce the congestion that accumulates on the roadway network during an evacuation.

The 2022 analysis offered recommendations for Montecito Fire to consider, building on existing local efforts with additional strategies that improve the efficiency of evacuation operations and create alternatives to full community evacuation. Recommendations were based on the results of the model as well as the community survey, after-action report review, and interviews with fire and sheriff staff and were categorized as follows:

- Wildfire mitigation: strategies that greatly increase the likelihood that the roadway network is passable, enhance the resilience of the wildland-urban interface (WUI), and discourage fire spread.
- Demand-side recommendations: strategies that influence when, how, and where people evacuate in an emergency.
- Supply-side recommendations: strategies that influence the physical and operational roadway infrastructure that facilitate an emergency evacuation. These recommendations included expanding evacuation capacity without expanding daily capacity through hardscape and softscape improvements, roundabout conversions, cross-section designs to enable two-lane egress on key roadways during evacuations, building redundancy of critical infrastructure, and designating pedestrian evacuation routes.
- External education and outreach: strategies that inform how information is shared and received in an emergency.
- Capacity building and coordination: strategies that increase the power of limited human resources through improvements to internal and external processes.

The 2022 analysis tested two scenarios with simultaneous evacuation of multiple zones north of SR-192. The 2023 analysis tested a demand-side recommendation, using a more granular phased evacuation to understand the congestion impact of evacuating smaller zones north of SR-192. The results, as analyzed above, show that more granular evacuation zones allow for evacuation of smaller areas which can reduce congestion on the roadway network.

For example, existing zones 2, 3, 5, and 6 have multiple north/south roads within one zone that each serve sizeable individual communities, which would all evacuate simultaneously onto SR-192 even if only one

zone were evacuated at a time. Peaks in evacuation traffic are smaller with the more granular approach tested for the 2023 analysis, resulting in a smoother evacuation for areas most threatened by fire.

The assumption of 100% community compliance to an evacuation order within a relatively short evacuation window (one- to two-hours) provides a conservative estimate for the purposes of this assessment, representing a participation rate beyond that which may occur during an evacuation event and a compressed evacuation response curve. Therefore, the results of this analysis represent assumptions and conditions which may cause more acute congestion impacts on the roadway network. While this assessment uses scenarios to capture the effects from evacuating all members of the affected area, it is possible that some residents may not evacuate or, if they take a "Wait and See" approach, they may evacuate much later after the evacuation order is issued – either shifting the entire evacuation curve or extending the duration of the evacuation response curve.



Montecito Evacuation Study

January 22, 2024

Today's Meeting Agenda

- Project Introduction
- Analysis Goals & Approach
- Modeling Results
- Next Steps

Analysis Goals

Understand the congestion implications of evacuating smaller-scale zones, with all other variables consistent with the analysis conducted in 2022.

Analysis Approach

- Utilized SBCAG travel demand model, built in TransCAD 6.0.
- Built upon 2022 refinements, and adjusted evacuation zones to match new draft zones
- Ran a “no evacuation” scenario and two matching evacuation scenarios to test the outcomes of smaller evacuation zones

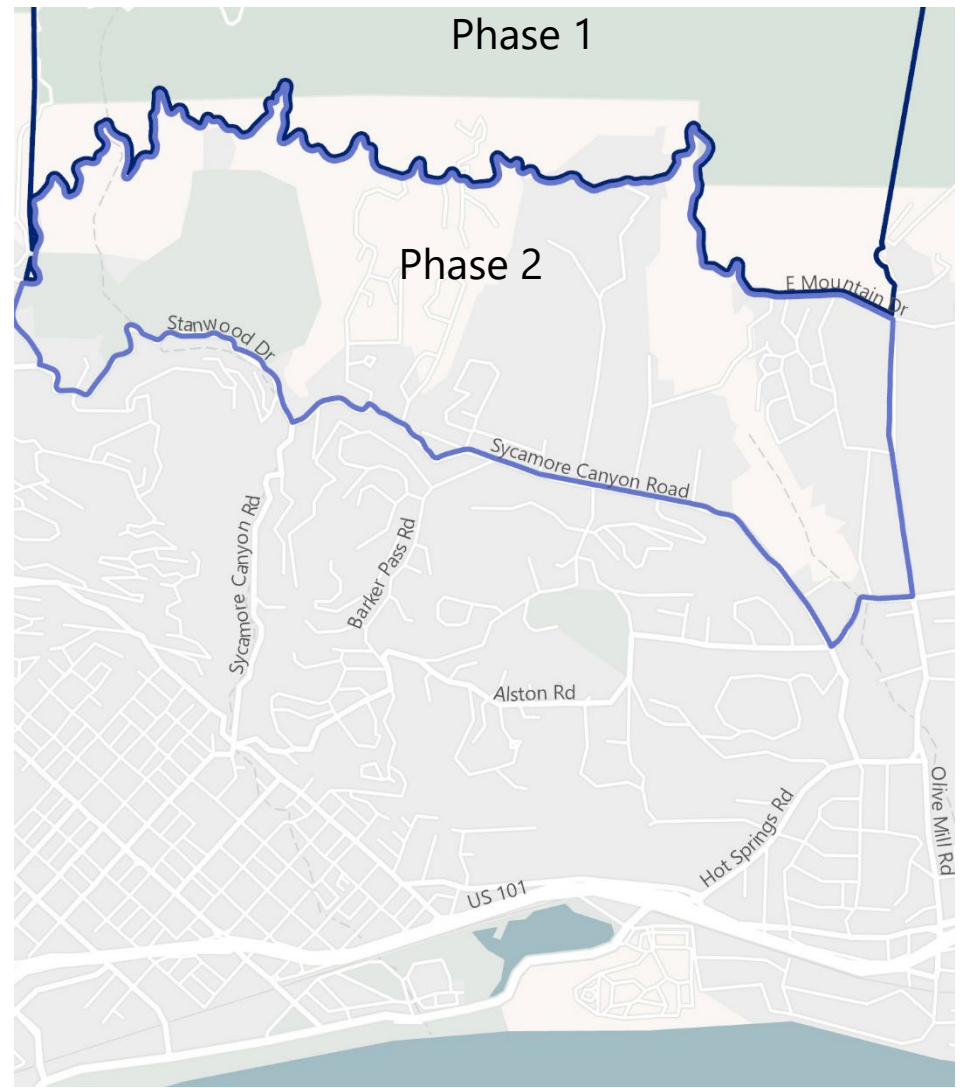
Modeling Results

Scenario 1 Parameters

2022 Analysis



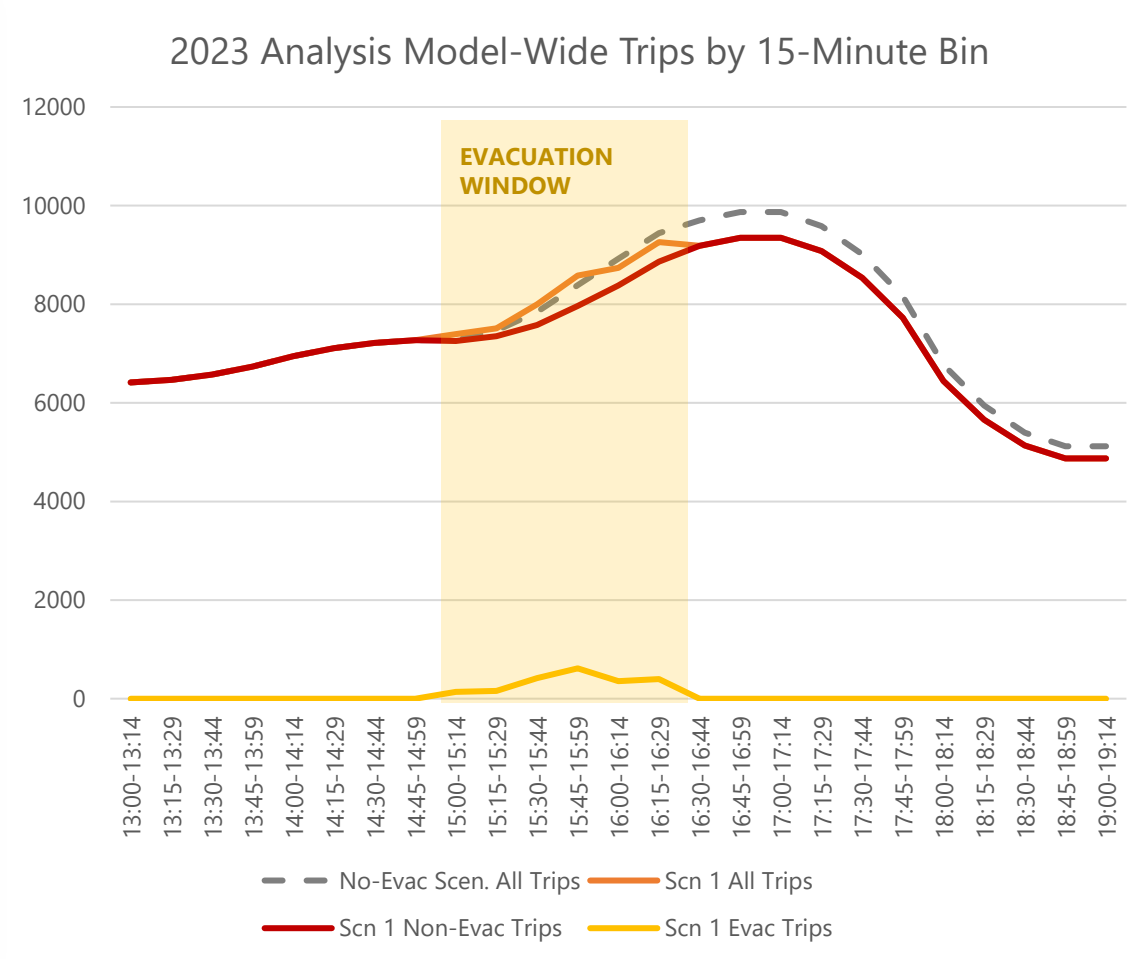
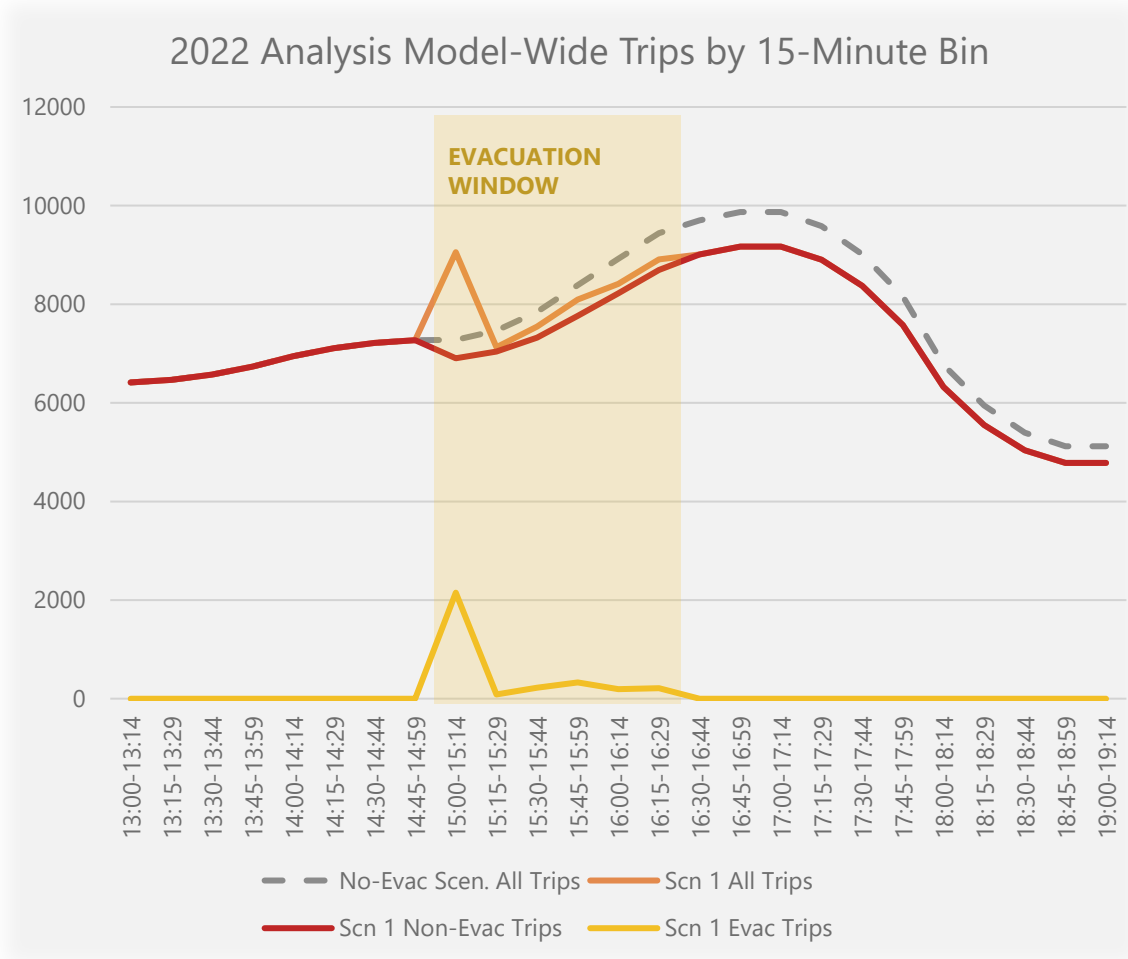
2023 Analysis



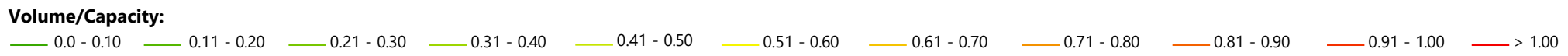
Scenario 1 Parameters

Parameters	2022 Analysis	2023 Analysis	Change
Scenario Description	Phased evacuation of draft zones 1, 2, 3, 8, 9, 10, 15, 16	Phased evacuation of draft zones 1, 2, 3, 8, 9, 10	Zone Structure
Time of Day	3:00-4:30pm	3:00-4:30pm	None
Population	3,787	2,248	-1,539
Households	1,123	517	-606
Employees	569	522	-47
College Students	745	745	0
Evacuation Trips	3,200	2,085	-1,115
Trip Distribution	<ul style="list-style-type: none"> 92% of trips sent E/W beyond the model area <ul style="list-style-type: none"> Of these, 40% east, 60% west 95% on US-101; 4% on SR-192; 1% by other arterials 8% internal to the model area <ul style="list-style-type: none"> All of these sent towards Santa Barbara, mostly to beach-front hotels 		
US 101 Construction Modifications	<ul style="list-style-type: none"> None 		

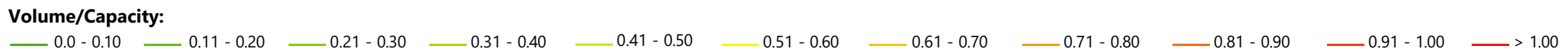
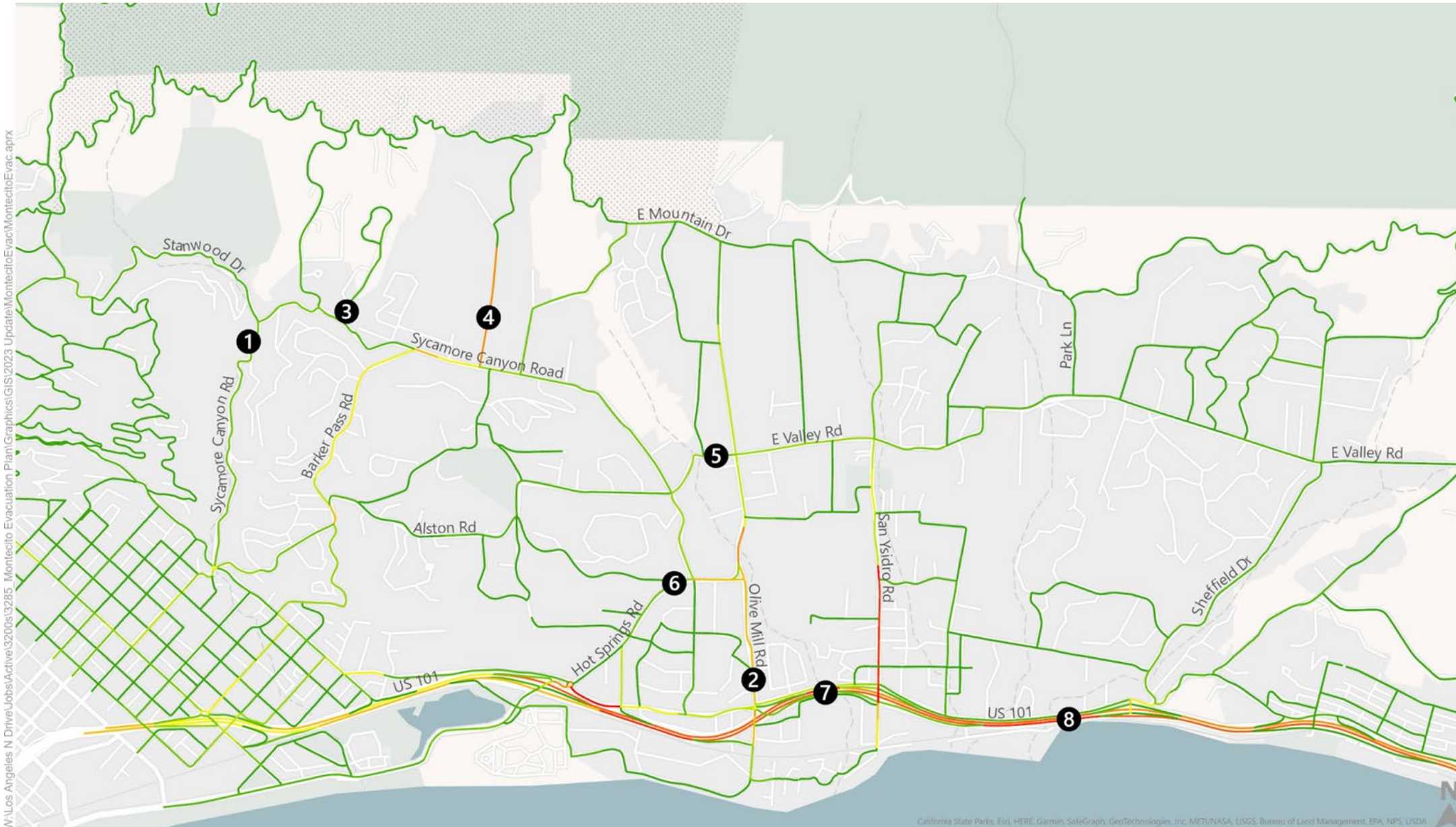
Scenario 1 Trip Distribution Plots



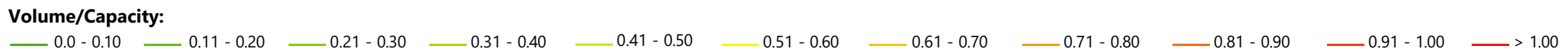
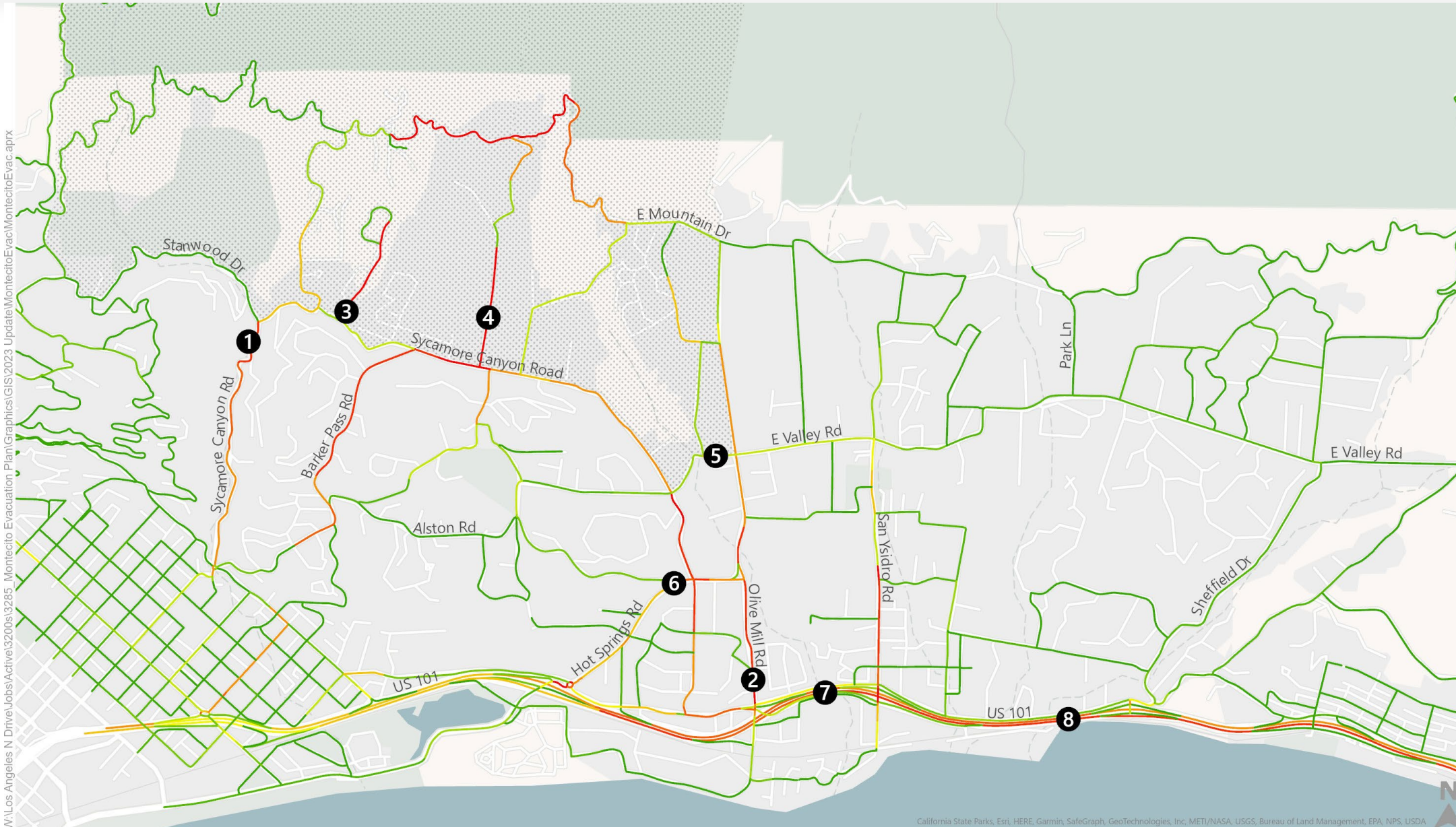
Montecito Scenario 1 – Pre-evacuation Period



Montecito Scenario 1 – Peak Phase 1/Pre-Phase 2 Evacuation



2022 Montecito Scenario 1 – Peak Phase 1/Pre-Phase 2 Evacuation



Scenario 2 Parameters

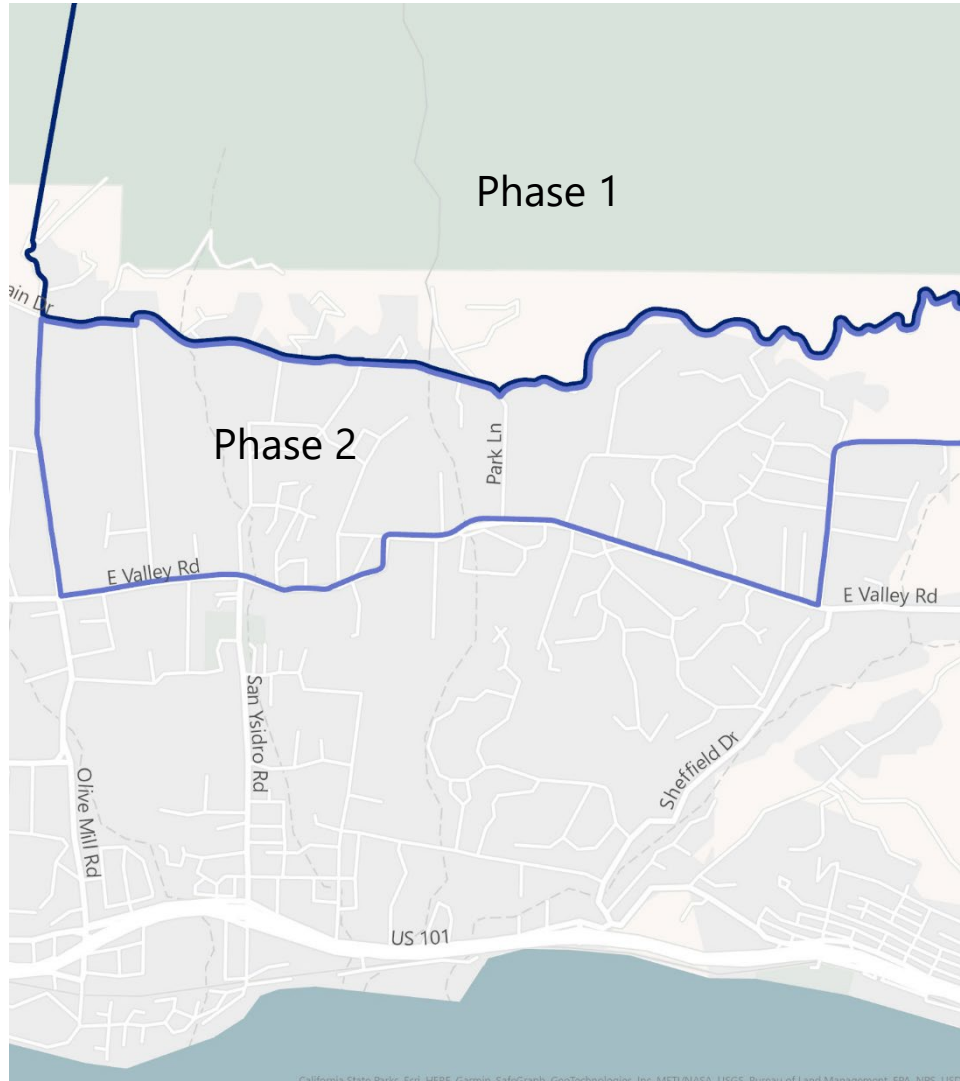
Parameters	2022 Analysis	2023 Analysis	Change
Scenario Description	Phased evacuation of zones 4, 5, 6, 11, 12, 13, 17, 18, and 19	Phased evacuation of zones 4, 5, 6, 11, 12, and 13	Zone Structure
Time of Day	3:00-4:30pm	3:00-4:30pm	None
Population	4,316	1,794	-2,522
Households	1,869	758	-1,111
Employees	2,643	1,504	-1,139
College Students	0	0	0
Evacuation Trips	5,547	2,703	-2,844
Trip Distribution	<ul style="list-style-type: none"> • 92% of trips sent E/W beyond the model area <ul style="list-style-type: none"> • Of these, 40% east, 60% west • 95% on US-101; 4% on SR-192; 1% by other arterials • 8% internal to the model area <ul style="list-style-type: none"> • All of these sent towards Santa Barbara, mostly to beach-front hotels 		
US 101 Construction Modifications	<ul style="list-style-type: none"> • None 		

Scenario 2 Evacuation Phases

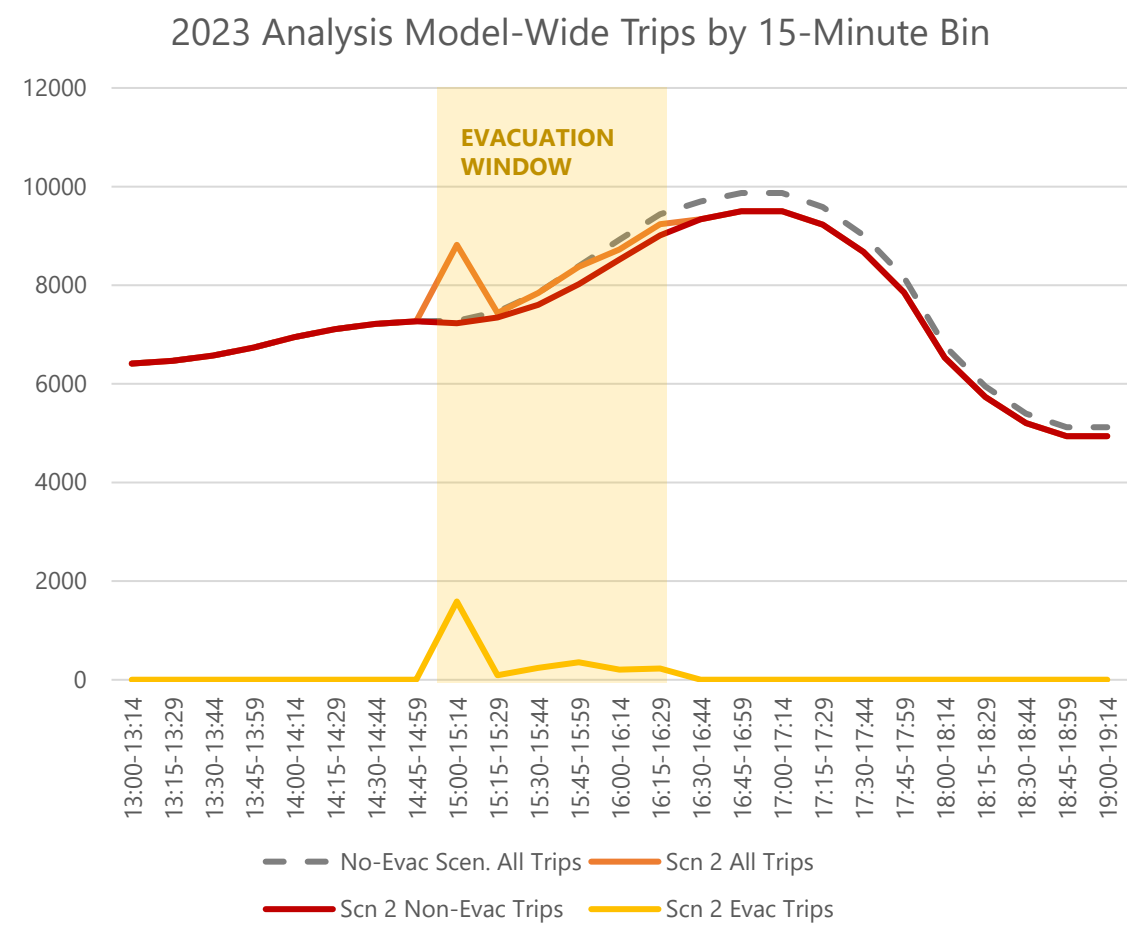
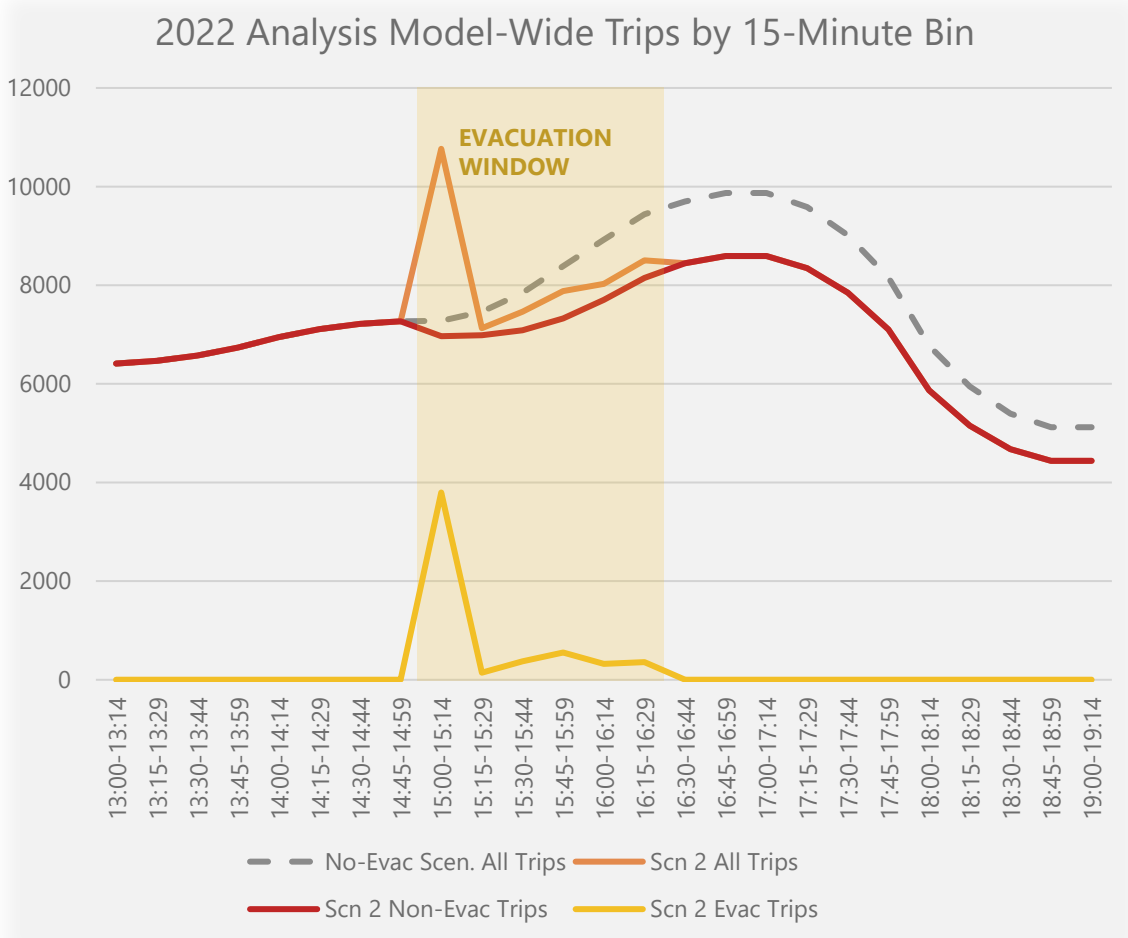
2022 Analysis



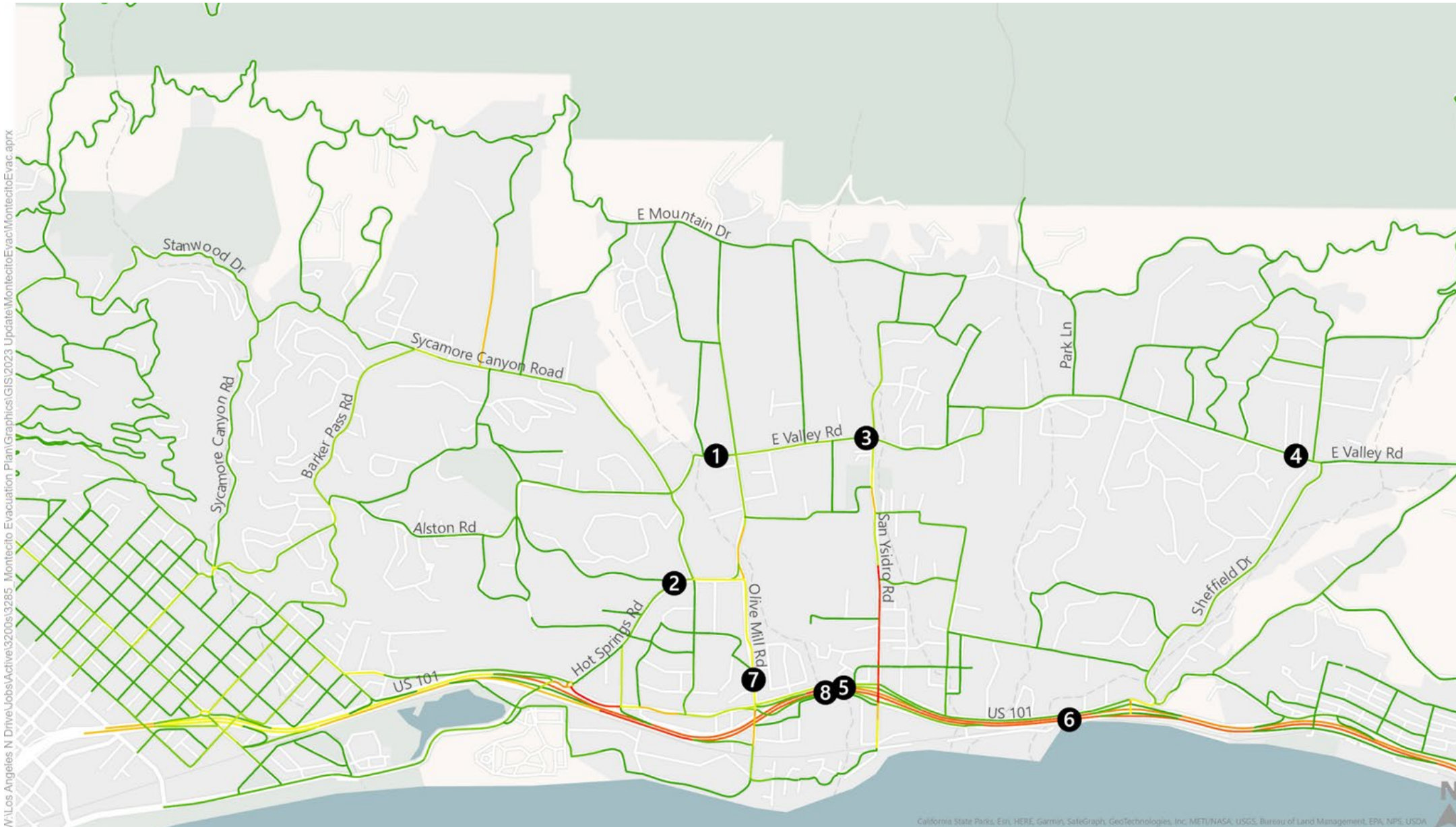
2023 Analysis



Scenario 2 Trip Distribution Plots



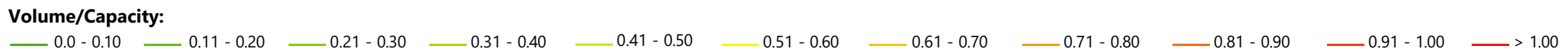
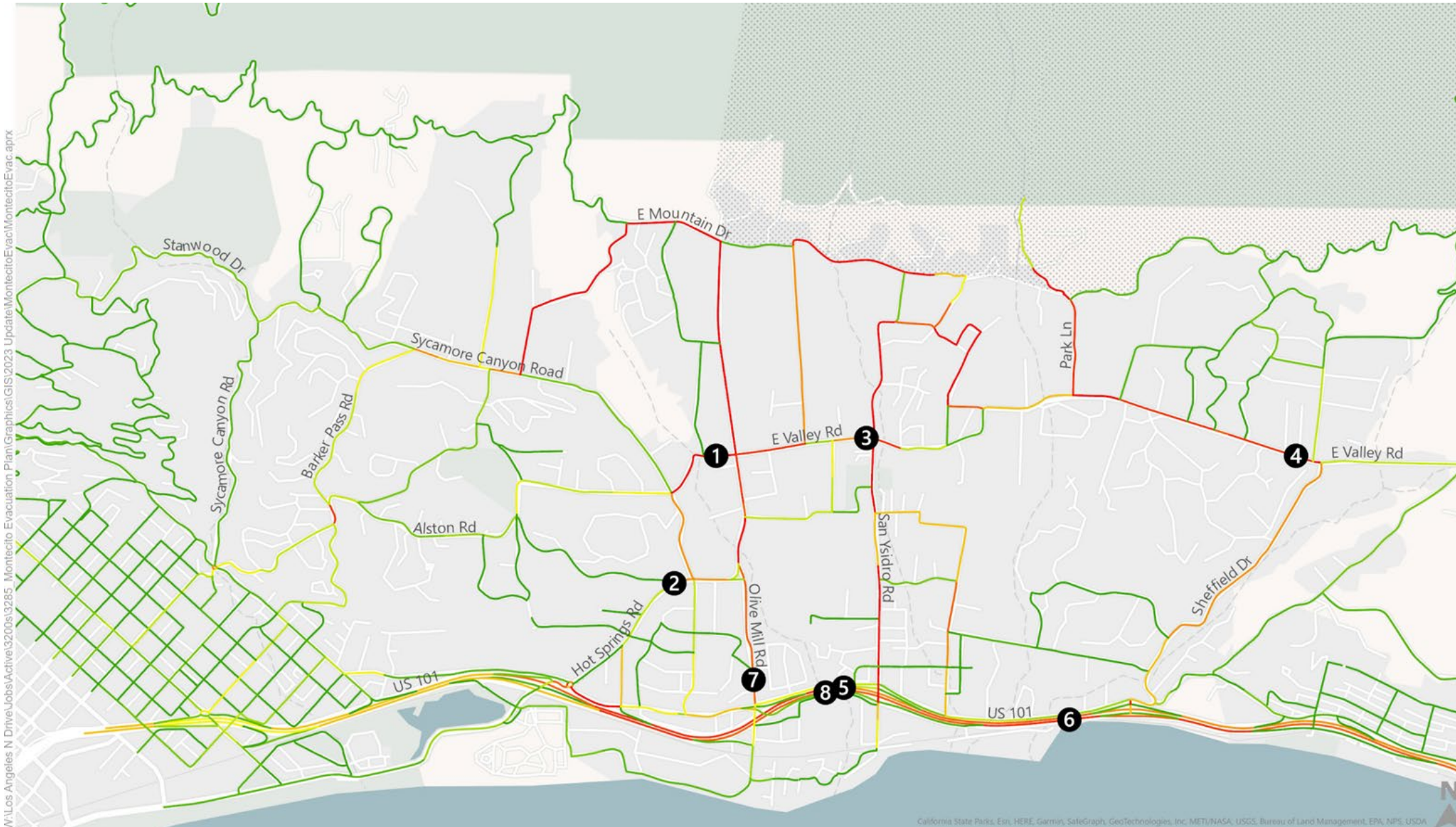
Montecito Scenario 2 – Pre-evacuation Period



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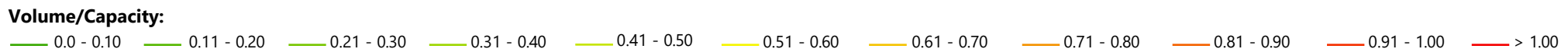
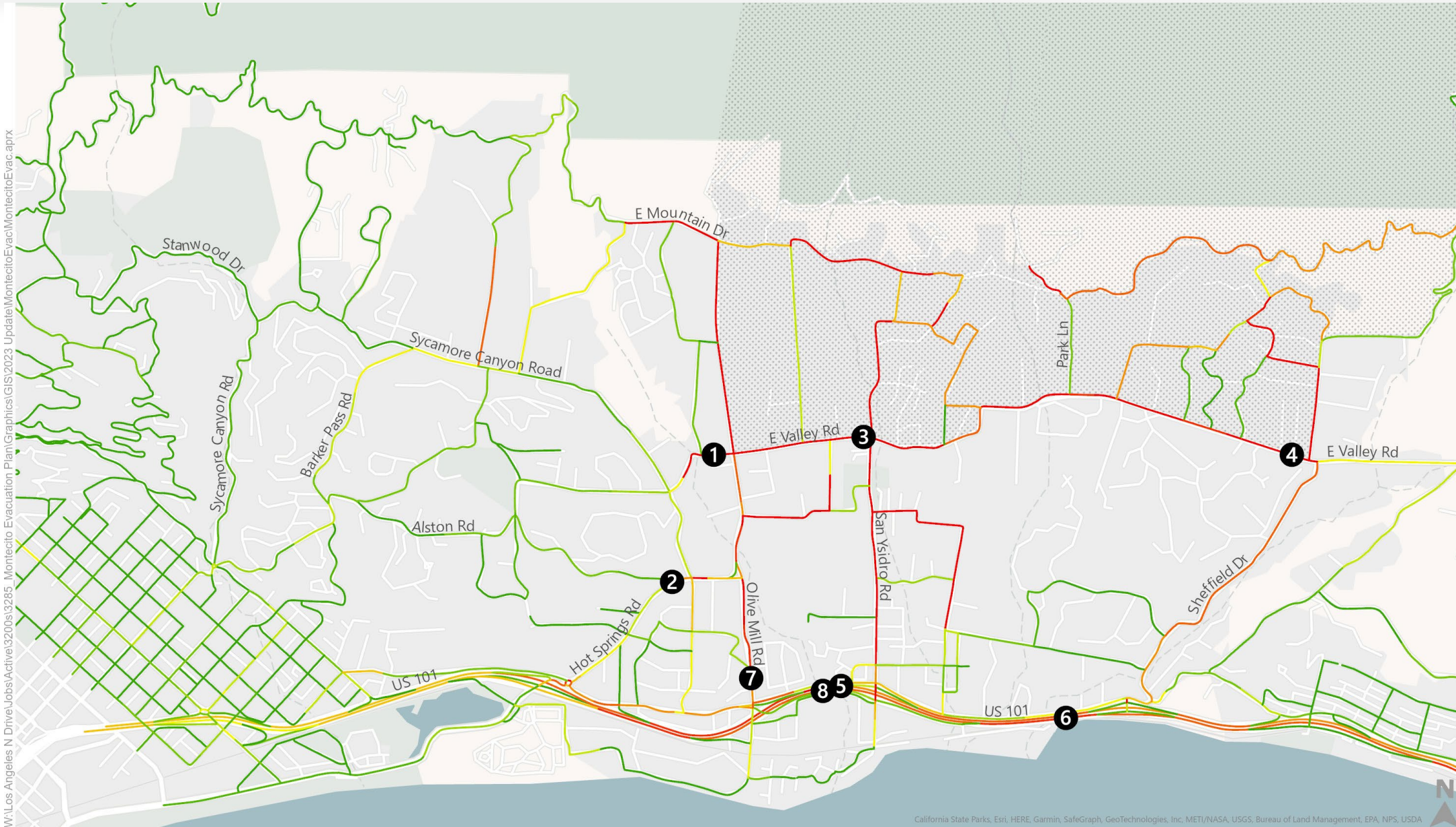
California State Parks, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA

Montecito Scenario 2 – Peak Phase 1/Pre-Phase 2 Evacuation



2022 Montecito Scenario 2 – Peak Phase 1/Pre-Phase 2 Evacuation

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Discussion/Q&A

Agenda

Item #3



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: David Neels, Fire Chief 
Prepared by: Araceli Nahas, Accountant 
Date: January 22, 2024
Topic: Financial Policies Presentation and Document Approval

Summary

In 2021, the District engaged Capitol PFG to develop a comprehensive financial policies document that incorporates industry best practices and the District's existing budget development and financial planning procedures. Jeff Small of Capitol PFG will be presenting some additional recommendations based on the District's current priorities and the economic environment.

Discussion

The policies were prepared specifically for the District and include: Management of Budget, Maintenance of Reserves, Pension and OPEB, Debt Issuance and Management, Investment of Funds, and Financial Accountability.

The Financial Policies document attached is presented with redline edits showing the changes and recommendations from the previous version approved by the Board in January 2023.

Conclusion

The Board has the option to:

- a) Approve the Financial Policies as presented, or
- b) Amend or modify the Financial Policies.

Attachments

1. Montecito Fire Protection District Financial Policies
2. Financial Policies Update Presentation

Strategic Plan Reference

Strategic Plan Goal #8, Ensure Financial Accountability & Transparency

**FINANCIAL POLICIES
MONTECITO FIRE PROTECTION DISTRICT**



January 2024

Prepared by:



Capitol | PFG

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Roseville, CA 95661
(916) 641-2734
www.capitolpfg.com

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Section 1: Overview

The purpose of these Financial Policies is to promote the financial stability and long-term planning of the Montecito Fire Protection District (MFPD) by directing the Fire Chief to achieve the following goals:

1. Develop and manage the Budget
2. Maintain Adequate General Fund and Capital Reserves
3. Achieve the goal of fully funded Pension and Other Post-Employment Benefits
4. Allow for the prudent use of debt

The Financial Policies have been prepared specifically for the MFPD. They were developed based on industry best practices from a variety of sources including the Government Finance Officers Association and recommendations including specific reserve policy goals from Capitol PFG, the MFPD's Municipal Advisor. The Financial Policies build upon periodic financial reviews related to budgeting and long-term liabilities such as vehicle needs, station funding and retirement obligations of the MFPD. In keeping with past practice, the Board of Directors (Board) will continue to review and amend these policies as it deems appropriate in order to sustain the prudent financial management of the MFPD.

Section 2: Financial Policies

2.1 Management of Budget

1. **Annual Budget** - The financial operations of the District will be conducted in accordance with an annual budget that has been reviewed and adopted by the Board of Directors in compliance with applicable laws and regulations.
2. **Preliminary Budget** - Each year a preliminary budget will be prepared and presented for approval by the Board in open session normally in June. A final budget will be presented for approval, normally in September for public hearing and adoption by the Board.
3. **Financial Performance** - The District's financial performance against the adopted budget will be reviewed by the Finance Committee bi-monthly.
4. **Gann Limit** - Each year, the District will perform the necessary calculations to determine if year-end proceeds of taxes subject to the Gann Limit have exceeded the Gann Limit. The compliance calculation will be completed within 90 days after the end of the fiscal year.
5. **Multi-Year Forecast** - The Fire Chief will maintain a multi-year financial forecast that will help provide an understanding of available funding; evaluate financial risk; assess the likelihood that services can be sustained; assess the level at which capital investment can be made; identify future commitments and resource demands and identify key variables that cause change in the level of revenue. The multi-year financial forecast will be used as a tool for the development of the District's annual budget and can support budget recommendations made to the Board.

2.2 Maintenance of Reserves

Maintaining the appropriate level of reserves is essential for sustaining the long-term financial health of the MFPD. The Reserve Policies will assist the Board in maintaining existing public assets, responding to unplanned events and emergencies, and ensure financial viability should there be an unexpected fluctuation in revenues or expenditures.

2.2.1 Categories

The MFPD shall accumulate, maintain and segregate its reserve funds into the following categories:

1. General Fund Reserve
 - a. Economic Uncertainties
 - b. Catastrophic Event
 - c. Unrestricted Residual
2. Capital Reserve
3. Land and Building Reserve

2.2.2 Scope

The Reserve Policy will assist the Board of Directors in establishing:

1. Periodic review requirements for each reserve
2. Target levels for reserve funds
3. Requirements for the use of reserve funds

2.2.3 Periodic Review

The MFPD shall review the reserve balances and targets annually as a part of the annual budget process. The Fire Chief will continue to review all reserve balances on a monthly basis, with a yearly report going to the full Board to receive and file.

2.2.4 General Fund Reserves

The Board will maintain the following General Fund Reserves:

1. **Economic Uncertainties Reserve** - equal to at least 3 months of operating expenditures. The Economic Uncertainties Reserve will be internally restricted and utilized for the temporary transfer of funds for annual operating cash flow purposes. Any funds transferred shall be returned to the Economic Uncertainties Reserve to sustain sufficient working capital for operations.
2. **Catastrophic Event Reserve** – equal to 10% of the District’s property tax revenues, plus 5% of total General Fund expenditures. The Catastrophic Event Reserve will be internally restricted and utilized to ensure against significant one-time outlays due to significant loss in the tax base or large-scale fire suppression.
3. **Unrestricted Residual Reserve** – equal to a maximum of \$2 million, which shall be adjusted annually based on the Consumer Price Index (CPI) for Los Angeles – Anaheim as published in the <https://www.dir.ca.gov/oprl/CPI/CPICalculator/CpiCalculator.aspx>. The Unrestricted Residual Reserve is utilized for providing the Board of Directors with financial flexibility to augment internally restricted reserves and be a source to supplement operating needs.

2.2.5 Capital Reserve

The Board will maintain a Capital Reserve with an assigned funding target of \$3 million, which may be adjusted annually based on the Consumer Price Index (CPI) for Los Angeles – Anaheim as published in the <https://www.dir.ca.gov/oprl/CPI/CPICalculator/CpiCalculator.aspx>. The Capital Reserve will address expenditures for acquisition of apparatus, vehicles and equipment as identified in the Vehicle Replacement Plan. The assigned funding target will be maintained at a level that will allow the MFPD to acquire vehicles and apparatus on a pay-as-you go basis.

The Board may also use the Capital Reserve for the temporary transfer of funds for annual operating cash flow purposes. Any funds transferred will be returned to the Capital Reserve.

2.2.6 Land and Building Reserve

The MFPD will set-aside a minimum reserve of \$1 million and a target maximum reserve of \$4 million for this purpose. The maximum reserve shall be adjusted annually based on the California Construction Cost Index as published in the <https://www.dgs.ca.gov/RES/RESOURCES/Page-Content/Real-Estate-Services-Division-Resources-List-Folder/DGS-California-Construction-Cost-Index-CCCI>.

If necessary, the Board may accumulate funds in excess of the target maximum in order to ensure sufficient funding for foreseeable land acquisition as well as construction and reconstruction of buildings, refurbishment and modernization of existing stations.

The Fire Chief will submit plans for increasing or decreasing the level of unrestricted reserves in order to maintain reserve levels that are consistent with this Policy.

Section 3: Pension and Other Post Employment Benefit Policy

3.1 Overview

Retirement benefits are an important factor in attracting and retaining talented personnel to the MFPD. The purpose of these policies is to reduce unfunded liabilities and sustain funding that honors the MFPD promises to its personnel while establishing a firm financial foundation for the future.

3.2 Pension Benefits

The financial objective of a defined benefit pension plan is to fund the long-term cost of benefits provided to plan participants. In order for the pension-benefit plan to be sustainable over time, the plan must accumulate adequate resources over the active service life of benefiting employees. The MFPD pension funding policy provides a strategy for maintaining a funded status goal of 100%.

3.2.1 CalPERS Background

CalPERS Pension Plan

The MFPD participates in 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 California. All full-time and certain part-time MFPD employees that meet the CalPERS membership eligibility requirements can participate in CalPERS.

The employee contribution level for MFPD Miscellaneous members is 8%, while District Safety member's contribution level is 9% of reportable earnings. The MFPD makes these contributions for the employees on their behalf, and is required to contribute an actuarially determined employer contribution rate for both member groups. The contribution requirements of plan members are based upon the benefit level adopted by the MFPD Board. The employer contribution rate is established annually and may be amended by CalPERS.

On January 1, 2013, the Public Employee Pension Reform Act of 2013 (PEPRA) became effective, which limits the employer contribution for the employee's share of the contribution for employees hired on or after January 1, 2013.

In addition to employer cost contributions, the MFPD may make unfunded liability payments annually to help make up shortfalls, if any, in the pension plan. This is actuarially determined by CalPERS.

CalPERS Funded Status

The measure of funded status is an assessment of the need for future employer contributions based on the actuarial cost method to fund the plan. It is a "point in time measurement" that assesses the funding progress of the pension plan. The funded ratio is determined by dividing the Accrued Liability (AL) by the Market Value of Assets (MVA). As of this date, the current funded ratio is estimated at 85.0%.

3.2.2 CalPERS Policies

Annual and Lump Sum Payments to CalPERS

The MFPD will annually make the Actuarially Determined Contributions (ADC) including the normal cost for current service and amortization of any under-funded amount.

As part of the annual budget process, the MFPD will pay the entire fiscal year's contributions for any actuarial unfunded liabilities (UAL) in July in order to receive a discount instead of making monthly payments. The UAL is the present value of future employer contributions for service that has already been earned and is in addition to future normal cost contributions for active members.

Annual Review of CalPERS

The Fire Chief will annually review the actuarial valuations, including the required employer contribution for the upcoming fiscal year, increases or decreases in the unfunded liability, and funded status. This review may include factors such as changes to the discount rate, investment earnings on assets and assumptions changes.

CalPERS Funding Target

The MFPD has a goal of maintaining a funding target of 90%-100%. In the event that the funded status falls below 90%, the MFPD may rely on its PARS Pension Trust to bring the funding target up to its funding goal.

3.2.3 PARS Pension Trust Background

The MFPD established a Section 115 Irrevocable Exclusive Benefit Trust in May 2017. The purpose of the Pension Trust is to maintain local control over funds set-aside exclusively to reimburse or pay pension benefits. The Board of Directors controls the PARS Pension Trust (Pension Trust). The Fire Chief serves as the Plan Administrator. The MFPD contracts with a Team of consultants to serve in the following capacities:

- Trust Administrator – provide record keeping, monitor compliance, process contributions/disbursements and provide support
- Trustee – plan fiduciary and custodian of assets
- Investment Manager – investment sub-advisor to trustee, provide investment policy assistance and provide investment management services

3.2.4 PARS Pension Trust Policies

Contributions to Pension Trust

Contributions to Pension Trust are discretionary. The Fire Chief may recommend to the Board of Directors contributions from the following funding sources:

- Reserves in excess of funding targets
- Budget savings

- Bond proceeds from pension bonds

Withdrawals from Pension Trust

The Fire Chief may recommend to the Board of Directors withdrawals from the Pension Trust for the following reasons:

- Make contributions to CalPERS
- Reimburse the MFPD for contributions made to CalPERS
- Make additional catch-up payments to CalPERS to increase funding ratios

Contributions to the Pension Trust are discretionary and may not be made if it would cause the total of pension assets at CalPERS and the market value of assets in the Pension Trust to exceed Total Pension Liabilities.

Investment Strategy

The current investment strategy consists of a moderately conservative Highmark Plus (Active) Strategy. The investment strategy should be reviewed by the Board on an annual basis.

Funding Target

The MFPD will utilize the Pension Trust and amounts held at CalPERS to maintain a funding target of 100%.

3.3 Other Post-Employment Benefits (OPEB)

3.3.1 OPEB Background

The MFPD provides retiree healthcare benefits for employees who retire with CalPERS pension benefits. The District contracts with CalPERS for this insured benefit plan. The plan's medical benefits and premium rates are established by CalPERS and insurance providers. The MFPD pays for medical, dental, and vision premiums for the lifetime of the retiree and their eligible dependents. The MFPD offers the same medical, dental and vision plans to its retirees as to its active employees with the exception that once a retiree becomes eligible for Medicare, they must join a Medicare HMO or a Medicare Supplement plan.

The MFPD participates in the Public Agency Retirement System (PARS) Public Agencies Post-Retirement Health Care Plan Trust Program (OPEB Trust), which is a single employer irrevocable trust to prefund OPEB. Contributions to the OPEB plan are based on pay-as-you-go financing requirements with an additional amount contributed to the OPEB Trust to prefund benefits at the discretion of the Board.

Local Control by Board of Directors

The OPEB Trust was established by the MFPD in October 2009, under Internal Revenue Code Section 115. The MFPD maintains control over the OPEB Trust. The Fire Chief serves as the Plan Administrator. The MFPD contracts with a Team of consultants to serve in the following capacities:

- Trust Administrator – provide record keeping, monitor compliance, process contributions/disbursements and provide support

- Trustee – plan fiduciary and custodian of assets
- Investment Manager – investment sub-advisor to trustee, provide investment policy assistance and provide investment management services

Trust assets can be used to reimburse the MFPD for retiree health care benefits or pay MFPD health care benefits. The MFPD retains DFA to prepare an actuarial valuation report to comply with GASB 75 valuation requirements at least once every two years.

3.3.2 OPEB Policies

Contributions to the OPEB Trust

Contributions to the OPEB Trust are discretionary. The Fire Chief may recommend to the Board of Directors contributions from the following funding sources:

- Reserves in excess of funding targets
- Budget savings

In lieu of making contributions to reach a desired funding target, the Fire Chief may recommend to the Board of Directors that assets in the trust grow naturally to achieve the funding target without making further contributions.

Withdrawals from OPEB Trust

The Fire Chief may recommend to the Board of Directors withdrawals to pay or reimburse applicable benefits. The MFPD will make withdrawals from the OPEB Trust when it is 100% funded.

Investment Strategy

The current investment strategy consists of a moderately conservative Highmark Plus (Active) Strategy. The investment assumption used in the OPEB Trust of 5.5% and investment strategy should be reviewed by the Board on an annual basis.

Implicit Subsidy

The valuation described in the Investment and Funded status section above, reflects the value of an implicit subsidy equal to \$2,177,453. The implicit subsidy represents the value of age-specific claims over average premiums. When claims experience of both active employees and retirees are pooled in determining healthcare premiums, a retiree pays a rate that is based on a blended pool of members that, on average, is younger and healthier. Retiree claims are covered by premiums charged to the retiree plus an added cost included in active premiums. The added cost represents an implicit cost. The implicit cost is not funded by the MFPD.

Funding Target

The MFPD has a minimum funding target of 85% with a goal of attaining a funding target of 100% or greater by June 30, 2028. The funding target excludes the implicit subsidy as described above.

Funded Status

The MFPD's GASB Statement No. 75 provides the most recent measurement of the MFPD actuarial valuation for the District's retiree health insurance program. For reference purposes, as of the most recent June 30, 2022 measurement date, the MFPD had an OPEB liability of \$17,761,866. Plan assets were \$12,373,446. The total OPEB liability was \$5,388,420, which equates to a funded status of 69.7%. The net OPEB liability, net of the implicit subsidy was \$2,177,453, which equates to a funded status of 79.4%.

Section 4: Debt Issuance and Management Policy

4.1 Authorized Purposes for the Issuance of Debt

The MFPD may issue debt for any of the following purposes:

1. To provide for cash flow needs
2. To fund pensions
3. To pay for the cost of capital improvements, including acquiring, constructing, reconstructing, rehabilitating, replacing, improving, extending, enlarging, and/or equipping MFPD facilities
4. To refinance existing debt

4.2 Authorized Types of Debt

The Fire Chief or designee shall recommend to the Board potential financing method(s) that result in the highest benefit to the MFPD, with the cost of staff and consultants considered. Potential financing sources may include:

1. Temporary borrowings from other sources and short-term debt, such as TRANS, when necessary to allow the MFPD to meet its cash flow requirements
2. Lease financing and Installment Sale Agreements, including certificates of participation (COPs) and Lease Revenue Bonds (LRBs) and Pension Obligation Bonds (POBs)
 - a. To fund priority capital projects and equipment purchases when pay-as-you-go financing is not desirable
 - b. To fund unfunded pension liabilities

4.3 Relationship of Debt to MFPD Facilities Program and Budget

Decisions regarding the issuance of debt for the purpose of financing capital improvement shall be aligned with current needs of the MFPD, including its vehicle and apparatus replacement plan, capital improvement plan, and other applicable needs subject to the assessment of the projected costs and resources of the MFPD.

When considering a debt issuance, the MFPD may evaluate both the short-term and long-term implications of the debt issuance and additional operating costs associated with the new projects involved. Such evaluation may include the effect of annual debt service secured by the general fund on general fund expenditures; the amortization structure, prepayment features, and useful life of the projects being financed (for further information see "Structure of Debt Issues" below).

For debt issued to fund pension liabilities, the MFPD will consult with actuaries and advisors regarding the estimated effects of any pension bonds on future contributions, and any applicable changes to the current budget year.

The MFPD may enter into credit enhancement agreements such as municipal bond insurance, surety bonds, letters of credit, and lines of credit with commercial banks, municipal bond insurance companies,

or other financial entities when their use is judged to lower borrowing costs, eliminate restrictive covenants, or have a net economic benefit to the financing.

4.4 Structure of Debt Issues

The MFPD shall consider the overall impact of the current and future debt burden of the financing when determining the duration of the debt issue.

The MFPD shall design the financing schedule and repayment of debt so as to take best advantage of market conditions, ensure cost effectiveness, provide flexibility, and, as practical, recapture or maximize its debt capacity for future use. Principal amortization will be structured to meet resources available for debt repayment and flexibility goals.

For debt issuances for capital improvements, the MFPD shall size the debt issuance with the aim of funding capital projects as deemed appropriate by the Board and consistent with the overall financing plan.

To the extent practicable, the MFPD shall also consider credit issues, market factors, and tax law when sizing the MFPD's debt issuance. The sizing of refunding bonds shall be determined by the amount of money that will be required to cover the principal of, any accrued interest on, and any redemption premium for the debt to be paid on the call date and to cover appropriate financing costs.

The final maturity of equipment or real property lease obligations will be limited to the useful life of the assets to be financed.

4.5 Method of Sale

For the sale of any district-issued debt, the MFPD's Municipal Advisor shall recommend the method of sale with the potential to achieve the lowest financing cost and/or to generate other benefits to the MFPD. Potential methods of sale include:

1. A competitive bidding process through which the award is based on, among other factors, the lowest offered true interest cost
2. Negotiated sale, subject to approval by the MFPD to ensure that interest costs are in accordance with comparable market interest rates
3. Direct loans and private placement sale. A direct loan with the MFPD's depository bank can be used when the terms, financing costs, and relationship make the direct loan the most cost effective and favorable option. A private placement may be used as an alternative when the terms of the private placement are more beneficial to the MFPD than a direct loan, or negotiated or competitive sale

4.6 Investment of Proceeds

The MFPD shall actively manage the proceeds of debt issued for public purposes in a manner that is consistent with state law governing the investment of public funds and with the permitted securities covenants of related financing documents executed by the MFPD. Where applicable, the MFPD's official investment policy and legal documents for a particular debt issuance shall govern specific methods of

investment of bond-related proceeds. Preservation of principal shall be the primary goal of any investment strategy, followed by the availability of funds and then by return on investment.

The management of public funds shall enable the MFPD to respond to changes in markets or changes in payment or construction schedules so as to ensure liquidity and minimize risk.

4.7 Refunding/Restructuring

The MFPD may consider refunding or restructuring outstanding debt if it will be financially advantageous or beneficial for debt repayment and/or structuring flexibility. When doing so, the MFPD shall consider the maximization of the MFPD's expected net savings over the life of the debt issuance.

4.8 Goals of Debt Management Policy

The MFPD's debt issuance activities and procedures shall be aligned with the MFPD's vision and goals for providing adequate facilities and emergency services that protect the community. When issuing debt, the MFPD shall ensure that it:

1. Maintains accountability for the fiscal health of the MFPD, including prudent management and transparency of the MFPD's financing programs
2. If applicable, pursues the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements
3. Takes all practical precautions and proactive measures to avoid any financial decision that will negatively impact current credit ratings on existing or future debt issues
4. Maintains effective communication with rating agencies and, as appropriate, credit enhancers such as bond insurers or other providers of credit or liquidity instruments in order to enhance the creditworthiness, liquidity, or marketability of the debt
6. When determining the timing of debt issuance, considers market conditions, cash flows associated with repayment, and the MFPD's ability to expend the obtained funds in a timely, efficient, and economical manner consistent with federal tax laws
7. Determines the amortization (maturity) schedule which will fit best within the overall debt structure of the MFPD at the time the new debt is issued
8. Considers the useful lives of assets funded by the debt issue, as well as repair and replacement costs of those assets to be incurred in the future
9. Preserves the availability of the MFPD's general fund for operating purposes
10. Meets the ongoing obligations and accountability requirements associated with the issuance and management of debt under state and federal tax and securities laws

4.9 Internal Controls

The MFPD shall establish internal control procedures to ensure that the proceeds of any debt issuance are directed to the intended use. Such procedures shall assist the MFPD in maintaining the effectiveness and efficiency of operations, properly expending funds, reliably reporting debt incurred by the MFPD and the use of the proceeds, complying with all laws and regulations, preventing fraud, and avoiding conflict of interest.

The MFPD shall be vigilant in using bond proceeds in accordance with the stated purposes at the time such debt was incurred.

In addition, the MFPD shall ensure that it complies with all federal securities laws, federal tax compliance requirements, and covenants associated with the debt issuance.

4.10 Records/Reports

No later than 30 days prior to the sale of any debt issue, the MFPD shall submit a report of the proposed issuance to the California Debt and Investment Advisory Commission. The report of the proposed debt issuance shall include a certification by the MFPD that it has adopted local debt policies concerning the use of debt and that the contemplated debt issuance is consistent with those local debt policies.

No later than 21 days after the sale of the debt, the MFPD shall submit a report of final sale to the California Debt and Investment Advisory Commission. A copy of the final official statement for the issue shall accompany the report of final sale. If there is no official statement, the MFPD shall provide each of the following documents, if they exist, along with the report of final sale:

- Other disclosure document.
- Indenture.
- Installment sales agreement.
- Loan agreement.
- Promissory note.
- Bond purchase contract.
- Resolution authorizing the issue.
- Bond specimen.

The MFPD shall submit an annual report for any issue of debt for which it has submitted a report of final sale on or after January 21, 2017. The annual report shall cover a reporting period from July 1 to June 30, inclusive, and shall be submitted no later than seven months after the end of the reporting period. The annual report shall consist of the following information:

- Debt authorized during the reporting period, which shall include the following: (1) Debt authorized at the beginning of the reporting period; (2) Debt authorized and issued during the reporting period; (3) Debt authorized but not issued at the end of the reporting period; and (4) Debt authority that has lapsed during the reporting period.
- Debt outstanding during the reporting period, which shall include the following: (1) Principal balance at the beginning of the reporting period; (2) Principal paid during the reporting period; and (3) Principal outstanding at the end of the reporting period.

- The use of proceeds of issued debt during the reporting period, which shall include the following: (1) Debt proceeds available at the beginning of the reporting period; (2) Proceeds spent during the reporting period and the purposes for which it was spent; and (3) Debt proceeds remaining at the end of the reporting period.

4.11 Municipal Advisor

The Fire Chief or designee shall retain a municipal advisor to assist with the issuance of debt or bank loans exceeding \$1.5 million in size. The municipal advisor will render advice, as directed, on the District's current debt, financing options for new debt including recommendations concerning the timing, structure, repayment, sizing, method of sale and other debt related issues. Municipal advisors shall be registered with the Securities & Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB).

4.12 SB 1029 Compliance

In September 2016, the California legislature enacted Senate Bill 2019, which amended Government Code Section 8855 by requiring debt issuers to certify that they have adopted local debt policies 30 days prior to the issuance of debt. The debt policies must include the following:

1. The purposes for which the debt proceeds may be used
2. The types of debt that may be issued
3. The relationship of the debt to, and integration with, the issuer's capital improvement program or budget, if applicable
4. Policy goals related to the issuer's planning goals and objectives
5. The internal control procedures that the issuer has implemented, or will implement, to ensure that the proceeds of the proposed debt issuance will be directed to the intended use

The above Debt Policy complies with the requirements of SB 1029 and includes best practices for issuing debt.

Section 5: Investment of Funds

5.1 Depository of Santa Barbara County Investment Pool

The MFPD believes in the prudent management of its funds. The MFPD is a voluntary participant in the Santa Barbara County Treasurer's Investment Pool ("Pool"). Funds held in the Pool are considered public funds and are invested in compliance with state statutes and other legal constraints, with goals of preservation funds, protection of capital, maintenance of sufficient cash flow to meet daily demands, and earning a market rate of return at minimum risk.

The Santa Barbara County Treasurer makes quarterly reports on investment activities to ensure both accuracy and transparency. These quarterly reports include charts, tables, and supporting documentation that provide a clear record of portfolio values, investment results, and general economic indicators. These reports are presented to the Board of Supervisors and can be viewed at the following link: <https://www.countyofsb.org/ttcpapg/treas/index.aspx#reports>

5.2 Investment of Surplus Funds

The Government Code allows the MFPD to invest surplus money i.e., money that is not required for immediate operations, subject to specified restrictions, in certain state, local, and Federal securities as well as in specified types of bankers' acceptances, commercial paper, certificates of deposit, repurchase agreements, corporate notes, and other securities. These investment restrictions are not applicable to assets held in the MFPD's Pension Trust or Other Post Employment Benefit Trust.

At this time, the MFPD does not have plans to invest surplus monies outside of the Pool. In the event that the MFPD has surplus funds available for investment, it will consult with the Santa Barbara County Treasurer's Office and adopt appropriate additional policies that will comply with state law.

5.3 Investment Guidelines Pertaining to the Pension and OPEB Trust

As stated in Section 5.2 above, investment restrictions that apply to the MFPD's General Fund and Surplus Funds, are not applicable to assets held in the MFPD's Pension Trust or OPEB Trust.

In order to prudently oversee assets held in the Pension Trust and OPEB Trust, the MFPD annually approves investment guidelines. The investment guidelines identify the respective investment goals, objectives, risk tolerance and management policies of the Trust. Both Trusts are currently invested for a long-term horizon using moderately conservative investment and risk tolerance objectives.

The Board of Directors is responsible for supervising each Trust while the investment manager is responsible for recommending appropriate investments. The investment manager may utilize a full range of investment vehicles when constructing the investment portfolio, including but not limited to individual securities, mutual funds, and exchange-traded funds. In addition, to the extent permissible, the investment manager is authorized to invest in shares of mutual funds in which the investment manager services as advisor or sub-advisor. The following investment transactions are prohibited:

- Direct investments in precious metals (precious metals mutual funds and exchange-traded funds are permissible)

Montecito Fire Protection District Financial Policies

- Venture Capital
- Short Sales*
- Purchases of Letter Stock, Private Placements, or direct payments
- Leveraged Transactions*
- Commodities Transactions Puts, calls, straddles, or other option strategies*
- Purchases of real estate, with the exception of REITs
- Derivatives, with exception of ETFs

*Permissible in diversified mutual funds and exchange-traded funds

Section 6: Financial Accountability

6.1 Financial Accountability and Transparency

The Fire Chief will ensure financial accountability by implementing this policy and annual reporting to the Board regarding any significant changes to the Budget, Capital Improvement Plans, reserve levels, and funded status of pension and other post-employment benefits.

The Fire Chief will ensure financial transparency by publishing the following information on MFPD's website:

- Annual Operating Budget
- Annual Financial Report
- Financial Policies

Copies of the Annual Actuarial Valuations for CalPERS plans and the OPEB actuarial valuation will also be made available to the Board of Directors, plan participants and residents.

6.2 Review of Policy

Sustaining the financial health of the MFPD requires a long-term horizon. As such, the MFPD will review this policy annually to determine if changes to this policy are needed.



Capitol | PFG

Financial Policies Update

January 22, 2024



Introduction

- ▶ In 2021, Capitol PFG assisted MFPD with the creation of comprehensive financial policies that can be utilized by the Administration and Board of Directors to provide a framework for maintaining a balanced budget and long-term financial planning in a manner that reflects the values, resources and goals of the Montecito Fire Protection District.
- ▶ The policies have been reviewed and approved annually as part of the budget development process.
- ▶ Today, we would like to share recommendations for updating certain financial policies to reflect MFPD's current priorities and adjustments for inflation.

General Fund Reserves

- ▶ Economic Uncertainties Reserve
 - ▶ Equal to at least 3 months of operating expenditures. The Economic Uncertainties Reserve will be internally restricted and utilized for the temporary transfer of funds for annual operating cash flow purposes. Any funds transferred shall be returned to the Economic Uncertainties Reserve to sustain sufficient working capital for operations.
- ▶ Catastrophic Event Reserve
 - ▶ Equal to 10% of the District's property tax revenues, plus 5% of total General Fund expenditures. The Catastrophic Event Reserve will be internally restricted and utilized to ensure against significant one-time outlays due to significant loss in the tax base or large-scale fire suppression.
- ▶ No changes recommended

General Fund Reserves

- ▶ Unrestricted Residual Reserve
 - ▶ Equal to a maximum of \$1 million. The Unrestricted Residual Reserve is utilized for providing the Board of Directors with financial flexibility to augment internally restricted reserves and be a source to supplement operating needs.
- ▶ 2023-24 Budget Status
 - ▶ Projected Fund Balance at Year End \$2,591,689
- ▶ Recommendations
 - ▶ Set maximum at \$2 million
 - ▶ During next budget cycle, add a CPI adjustment
 - ▶ Catch up adjustment from November 2021- October 2023 is 9.4%
 - ▶ Update annually in future budgets

Capital Reserve

- ▶ Maintain a Capital Reserve with an assigned funding target of \$3 million. The Capital Reserve will address expenditures for acquisition of apparatus, vehicles and equipment as identified in the Vehicle Replacement Plan. The assigned funding target will be maintained at a level that will allow the MFPD to acquire vehicles and apparatus on a pay-as-you go basis.
- ▶ 2023-24 Budget Status
 - ▶ Projected Fund Balance at Year End \$3,012,671
- ▶ Recommendations
 - ▶ During next budget cycle, add a CPI adjustment
 - ▶ Catch up adjustment from November 2021- October 2023 is 9.4%
 - ▶ Update annually in future budgets

Land and Building Reserve

- ▶ A minimum reserve of \$1 million and a target maximum reserve of \$4 million for this purpose. If necessary, the Board may accumulate funds in excess of the target maximum in order to ensure sufficient funding for foreseeable land acquisition as well as construction and reconstruction of buildings, refurbishment and modernization of existing stations.
- ▶ 2023-24 Budget Status
 - ▶ Projected Fund Balance at Year End \$4,098,181
- ▶ Recommendations
 - ▶ Set maximum to \$4 million
 - ▶ During next budget cycle, add a construction inflation adjustment
 - ▶ Catch up adjustment from 2021- 2023 is 19.6%
 - ▶ Update annually in future budgets

Reserve Fund Summary

	Final Budget FY 2023-24	Updated Financial Policies
Economic Uncertainties Reserve	\$4,950,000	\$4,950,000
Catastrophic Reserve	\$3,015,000	\$3,015,000
Unrestricted Residual	\$2,591,689	\$2 million + CPI Adjustment
Capital Reserve	\$3,012,671	\$3 million + CPI Adjustment
Land and Building Reserve	\$4,098,181	\$4 million + Construction Inflation Adjustment

CalPERS Pension Plan

- ▶ The MFPD participates in the California Public Employees Retirement System (CalPERS) for retirement benefits. All full-time and certain part-time MFPD employees that meet the CalPERS membership eligibility requirements can participate in CalPERS.
- ▶ Funding target of 90% - 100%
- ▶ May include PARS Pension Trust to bring funding to target
- ▶ No changes recommended

Other Post-Employment Benefits (OPEB)

- ▶ The District provides retiree healthcare benefits for employees who retire with CalPERS pension benefits.
- ▶ The District participates in the Public Agency Retirement System (PARS) Public Agencies Post-Retirement Health Care Plan Trust Program (OPEB Trust), which is a single employer irrevocable trust to prefund OPEB. Contributions to the OPEB plan are based on pay-as-you-go financing requirements with an additional amount contributed to the OPEB Trust to prefund benefits at the discretion of the Board.
- ▶ Minimum target funding of 85% with target of 100% by June 30, 2026
- ▶ Recommendations
 - ▶ Set target date to June 30, 2028

Discussion of Recommendations

- ▶ Unrestricted Residual Reserve
 - ▶ Set maximum at \$2 million
 - ▶ During next budget cycle, add a CPI adjustment
- ▶ Capital Reserve
 - ▶ During next budget cycle, add a CPI adjustment
- ▶ Land and Building Reserve
 - ▶ Set maximum to \$4 million
 - ▶ During next budget cycle, add a construction inflation adjustment
- ▶ Other Post-Employment Benefits
 - ▶ Set target date to June 30, 2028


Thank You!

Agenda

Item #4



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: David Neels, Fire Chief 
Prepared By: Ben Hauser, Battalion Chief
Date: January 22, 2024
Topic: Public Access Defibrillator Program Update

Summary

The Montecito Fire Protection District wishes to enhance community emergency preparedness by increasing the number of Public Access Defibrillators (PAD) within the community. Recent changes in first responder designed Automated External Defibrillators (AED) have allowed for excessed defibrillators to be donated to locations throughout the District.

Discussion

District personnel have continued to explore opportunities in the development and implementation plan for our Public Access Defibrillator program. During the initial community evaluation of locating where Automated External Defibrillators (AED) are currently available, the Board directed staff to attempt to get the District's excessed AEDs into service within the community. Staff has identified and mapped twenty locations within the District that currently have an AED available to the public, and have located an additional fourteen locations where there is an opportunity to donate an excessed AED.

Limiting liability to the District is an important part of the implementation plan. An indemnity document has been developed and will be completed between the District and recipient for each AED provided.

Conclusion

Staff recommends that the Board of Directors receive and file the Public Access Defibrillator Program Update and authorize the Fire Chief to implement the Montecito Fire Protection District Automated External Defibrillator Donation Agreement.

Attachments

1. Public Access Defibrillator Program PowerPoint
2. Montecito Fire Protection District Automated External Defibrillator Donation Agreement

Strategic Plan Reference

Strategic Plan Goal #1, Deliver Exceptional Emergency Services to our Community.

PUBLIC ACCESS DEFIBRILLATION PROGRAM

Board of Directors
Meeting
January 22, 2024



We have met with the following public entities and have confirmed that they have one or more AEDs (20 locations):

- Montecito YMCA
 - EL Montecito Presbyterian Church
 - Laguna Blanca
 - Montecito Union
 - Rosewood Miramar Beach
 - Birnam Wood Golf Club
 - Lotus Land
 - Montecito Sanitary District
 - The Valley Club of Montecito
 - Crane Country Day School
 - Knowlwood Tennis Club
 - San Ysidro Ranch
 - Mount Carmel Church and School
 - Biltmore Hotel
 - Westmont College
 - Station 91
 - Northern Trust Bank - South Village
- Recently Added:**
- Station 92 - 1
 - Montecito Water District - 3 locations (Distribution building, Bella Vista Treatment Plant and Jameson Lake)
 - Westmont College - 1



COMMUNITY PLACEMENT OPPORTUNITIES

January 22, 2024 - Regular Pg 104

Confirmed Interest in Receiving an AED

- Crane Country Day School – 1795 San Leandro Lane
- Montecito Union Elementary School – 385 San Ysidro Road
- The Valley Club of Montecito – 1901 East Valley Road
- Birnam Wood Golf Club – 1941 East Valley Road
- Knollwood Tennis Club – 1675 East Valley Road
- All Saints by The Sea Episcopal Church – 83 Eucalyptus
- Coral Casino Beach & Cabana Club – 1281 Channel Drive
- Montecito Sanitary District – 1042 Monte Cristo Lane
- Santa Barbara Cemetery – 901 Channel Drive
- Our Lady Mount Carmel Church & School – 1300 East Valley Road
- Cold Springs Elementary School – 2243 Sycamore Canyon Road
- Lotus Land – 695 Ashley Road
- Montecito Covenant Church – 671 Cold Spring Road
- Pierre Lafond – 516 San Ysidro Road
- Montecito Library – 1469 East Valley Road
- Friendship Center - 89 Eucalyptus Ln
- Upper and South Villages – 1478 and 1483 East Valley Road
- Montecito Inn - 1295 Coast Village Rd



COMMUNITY PARTNERSHIP OPPORTUNITIES

With the implementation of a Public Access Defibrillation Program, we have provided the following training and assistance.

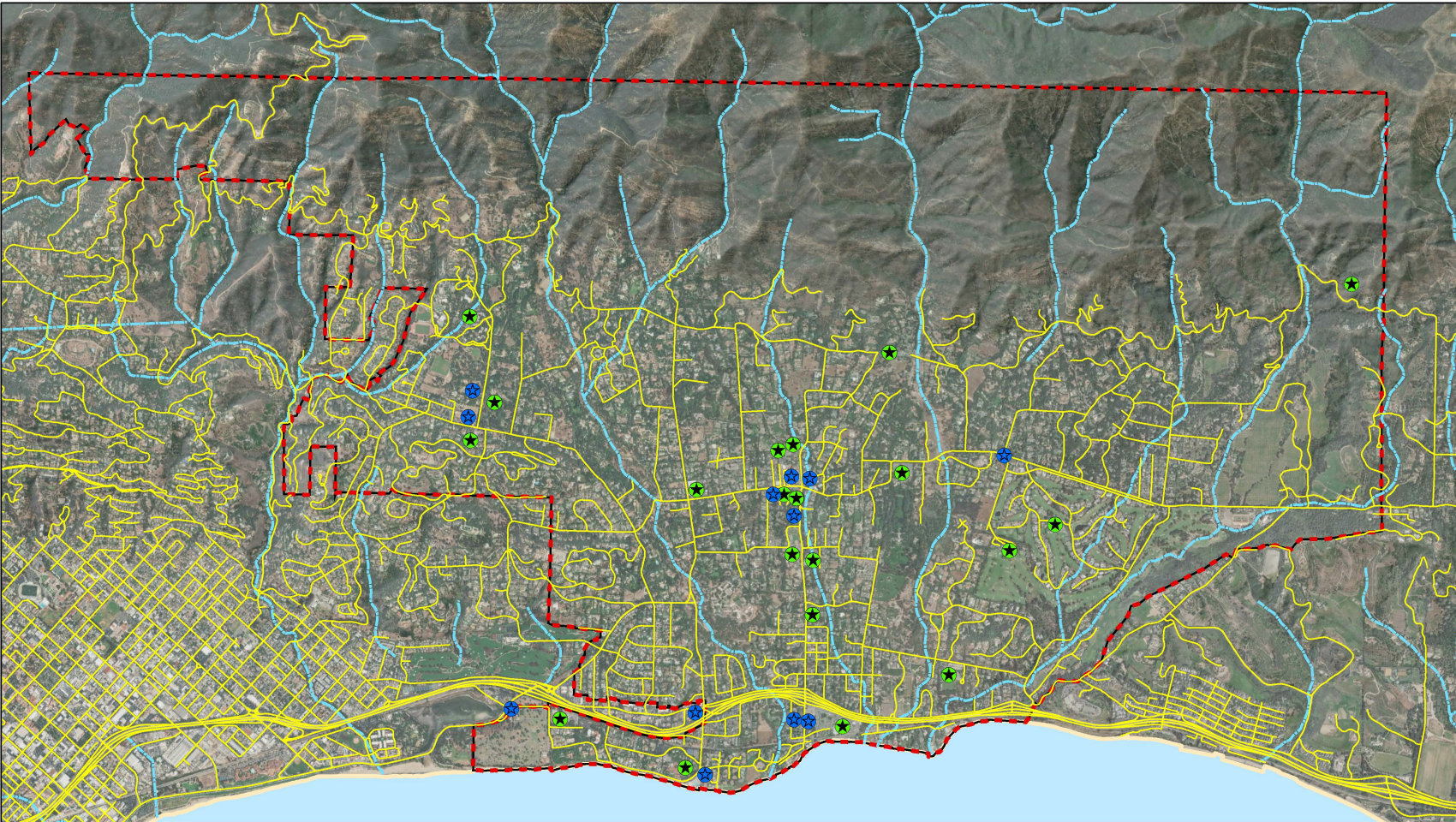
- Hands only CPR overview
- Defibtech AED overview
- CRP and AED resources
- Mounting options and assistance



COMMUNITY PLACEMENT OPPORTUNITIES

The next phase will be receiving the new AEDs and facilitating the installation of current AEDs into the community.

Training will be provided to ensure personnel at locations receiving AEDs know how to properly utilize them.



 <p>ZWORLD GEOSPATIAL INFORMATION SYSTEMS www.zworldgis.com • 800.460.1720</p>	 <p>0 1,000 2,000 Feet</p>	<p>AED Location:</p> <ul style="list-style-type: none"> Confirmed Proposed	<ul style="list-style-type: none"> MFD Boundary Streets Creeks & Rivers	 <p>MONTECITO FIRE DISTRICT Public Automated External Defibrillators (AED) 20230516 Compiled by ZWORLD GIS.</p>
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MONTECITO FIRE PROTECTION DISTRICT

An Independent Fire District

Montecito Fire Protection District Automated External Defibrillator Donation Agreement

This Automated External Defibrillator Donation Agreement (“Agreement”) is entered into and effective on the date it is last executed (“Effective Date”) by and between the Montecito Fire Protection District (“District”) and [REDACTED] (“Donee” and together with the District, “Parties”) with reference to the following facts:

WHEREAS, as set forth below, the District wishes to donate to Donee [REDACTED] [Number] of automated external defibrillators (“AED” or “AEDs”), provide basic instructions for maintenance of the AEDs, and provide one-time basic training to Donee on the use of the AEDs; and

WHEREAS, Donee wishes to accept the AED’s being donated by the District, such that Donee will be the owner of the AEDs responsible for all aspects of ownership of the AEDs, such as, but not limited to, ongoing maintenance, inspections to ensure functionality, replacing parts (including adhesive pads), “retiring” the AED upon expiration, and the proper use of the AEDs.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. **Recitals**. The Parties agree and acknowledge that the foregoing recitals are true and correct and, by this reference, incorporated into and made a material part of this Agreement.
2. **Obligations of the District**. Subject to the terms of this Agreement, the District shall donate to Donee, at no cost to Donee, the AEDs. The District will provide Donee (a) basic maintenance instructions for the AEDs and (b) a one-time, basic training on the use of the AEDs. Said one-time training shall be scheduled by Donee and the District at a mutually acceptable date and time. Donee agrees and acknowledges that nothing provided in this Agreement or stated or provided during or in the maintenance instructions or basic training is intended to be or should be construed as medical advice.
3. **Obligations of the Donee**. Upon the District’s delivery of the AEDs to Donee, all right, title, and interest in and to the AEDs is irrevocably transferred to Donee. Accordingly, Donee shall and agrees to be solely and exclusively responsible for all aspects of ownership of the AEDs, including, but not limited to, complying with Health and Safety Code section 1797.196 (and any other statute or regulation relating to the use of automated external defibrillators); the use, attempted use, and/or non-use of the AEDs; Donee’s creation, implementation, and operation of an AED program; Donee’s ongoing maintenance and inspection of the AEDs; the replacement of AED parts; and discarding the AED upon expiration. Donee shall and agrees to comply with all

applicable laws, regulations, and standards of care governing the placement and use of the AEDs and automated external defibrillators generally.

4. Assumption of Risks. Donee acknowledges that the use of the AED's involves inherent risks that cannot be eliminated regardless of the care taken to avoid injury. The specific risks vary, but range from minor injuries (such as scratches and bruises), to major injuries (such as punctures), to catastrophic injuries (such as death). Despite these risks, Donee agrees to accept the AEDs and the obligations stemming from ownership of said AEDs and to assume any and all risks, known or unknown, relating to the use or non-use and ownership of the AEDs. Donee accepts full and exclusive responsibility for any injury, death, or damage that arises out of or is related to the AEDs.

5. As-Is Condition of the Equipment. The District represents that the AEDs are not, by the manufacturer's standard, expired. Except as expressly stated in the preceding sentence, Donee understands, acknowledges, and agrees that the AEDs are being donated on an as-is, where is, with all faults basis, and that the District makes absolutely no representations or warranties of any kind whatsoever (express, implied, or otherwise) with respect to the AEDs, the effectiveness of the AEDs, or the condition thereof. Additionally, Donee understands, acknowledges, and agrees that the District does not endorse any particular automated external defibrillator manufacturer and the fact that the AEDs are produced by a certain manufacturer should not be construed as an endorsement by the District as to quality, fitness for a particular purpose, or otherwise.

6. Indemnification and Hold Harmless. Donee hereby agrees to indemnify and hold harmless the District; any District-affiliated organizations; and the District's Board of Directors, officers, employees, volunteers, shareholders, agents, attorneys, representatives, and their respective successors and/or assigns (collectively "Releasees") from any loss, damage (including, but not limited to, any direct, consequential, special, incidental, punitive, or indirect damages), claim (including, but not limited to, third-party claims), suit, liability, cause of action, demand, cost and/or expense, of whatever kind or nature, paid or incurred by Releasees, or asserted against any of them (including attorney's fees and court costs) caused in whole or in part, by, arising directly or indirectly out of, or any way relating to, the District's donation of the AEDs; the use or non-use (in each case, whether by Donee, its employee, a member of the public, or any other individual regardless of its relationship or non-relationship with Donee) and/or ownership of the AEDs; and, in the broadest sense, the AEDs.

7. Waiver. Donee forever releases (and agrees not to sue) Releasees from any and all any loss, damage (including, but not limited to, any direct, consequential, special, incidental, punitive, or indirect damages), claim, suit, liability, cause of action, demand, cost and/or expense, of whatever kind or nature, now or hereafter existing, whether known or unknown, present or future, foreseen or unforeseen, that Donee, its affiliates, employees, volunteers, agents, successor, assigns, and/or representatives now have, or may have in the future, caused in whole or in part, by, arising directly or indirectly out of, or any way relating to the AEDs, including the basic training and maintenance instructions provided hereunder, and whether caused by an act or omission of any kind by Releasees. This waiver and release of liability includes, without limitation, any property or bodily and/or personal injury or injuries which may occur as a result of the use of the AEDs, which may malfunction or break.

8. California Civil Code Section 1542 Waiver. Donee expressly acknowledges and agrees that in furtherance of the intention to bar certain claims as set forth above, Donee expressly, knowingly, and voluntarily waives any and all rights and benefits conferred upon them by the provisions of California Civil Code, Section 1542, *et seq.*, which are as follows:

“A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY.”

Donee understands and acknowledges that the significance and consequence of this waiver of Section 1542 of the Civil Code is that even if Donee should eventually suffer damages arising out of the claims waived above, it will not be permitted to make any claim for those damages. Donee acknowledges that it intends these consequences even as to claims for damages and/or losses that may exist but which Donee does not know exist, and which, if known, would materially affect Donee’s decision to execute this Agreement, regardless of whether Donee’s lack of knowledge is the result of ignorance, oversight, error, negligence, or any other cause.

9. Interpretation and Construction. The Parties agree that the rule of contract construction to the effect that an agreement shall be construed against the draftsman shall have no application in the construction or interpretation of this Agreement. The headings appearing at the beginning of the various sections and subsections hereof are inserted for the convenience of the Parties only, do not constitute a part of this Agreement, and shall not be relied upon to alter or construe the meaning of any provision hereof. Wherever the context of this Agreement requires, all words used in the singular shall be construed to have been used in the plural, and vice versa, and the use of any gender specific pronoun shall include any other appropriate gender. The conjunctive “or” shall mean “and/or” unless otherwise required by the context in which the conjunctive “or” is used. The word “include” means “includes without limitation” and the word “including” means “including but not limited to.”

10. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors, affiliates, parent entities, subsidiaries, trustees, directors, officers, agents, attorneys, insurers, employees, representatives, assigns, successors, and all persons acting by, through, under, or in concert with them, past and present. In the event that Donee transfers the AEDs to a successor or other third party, the terms of this Agreement shall remain binding on Donee and shall be binding on said third party.

11. Severability. Donee agrees that this Agreement is intended to be as broad and inclusive as permitted by California law. If any provision of this Agreement shall be deemed or held to be invalid or unenforceable for any reason, such provision shall be adjusted, if possible, rather than voided, so as to achieve the intent of the Parties to the fullest extent possible. In any

event, such provision shall be severable from, and shall not be construed to have any effect on, the remaining provisions of this Agreement, which shall continue in full force and effect.

12. Notices. Any and all notices or communication required or permitted by this Agreement shall be made in writing and deemed delivered if (i) delivered personally, (ii) transmitted by electronic facsimile/email, provided an electronic receipt of delivery is received by the sender and a copy is also sent via mail as set forth in (iii), or (iii) mailed by registered or certified mail or express mail, postage prepaid, provided a copy is also sent via email, in each case to a party at its principal place of business listed in the signature line or at such other address as may be designated by the party from time to time.

13. Entire Agreement. This Agreement contains the entire agreement between the Parties with respect to the matters contemplated herein and, notwithstanding anything contained herein to the contrary, can only be changed, modified, or amended by a written instrument executed by both Parties. It is mutually acknowledged and agreed by the Parties that there are no verbal agreements, representations, warranties or other understandings affecting the same and that Donee hereby waives, as a material part of the consideration hereof, all claims against the District for rescission, damages or any other form of relief by reason of any alleged covenant, warranty, representation, agreement or understanding not contained in this Agreement.

14. Waiver. No waiver by either party of any provision of this Agreement shall be deemed to have been made unless such waiver be in writing signed by the waiving party. The failure of either party to insist upon the strict performance of any of the covenants or conditions of this Agreement shall not be construed as waiving or relinquishing for the future any such covenants, conditions, or options, but the same shall continue and remain in full force and effect.

15. Governing Law and Jurisdiction. This agreement shall be governed by the laws of the State of California, and any disputes arising out of or in connection with this Agreement shall be under the exclusive jurisdiction of the Courts of the State of California. Any action to enforce or interpret this Agreement shall be brought exclusively in the state or federal courts of the County of Santa Barbara. Should any legal action be instituted by any of the Parties in any court of law or equity, or any arbitrator, pertaining to the enforcement, interpretation, or breach of any of the provisions of this Agreement, the party not prevailing in such dispute (as determined by the applicable judicial body), shall pay any and all costs and expenses incurred by the prevailing party in enforcing or establishing its rights hereunder in addition to any judgment or decree rendered therein, including, without limitation, expert witness fees, court costs, reasonable attorneys' fees, and fees and costs incurred in connection with any appeals.

16. Authority. The individuals signing below represent and warrant that they are duly authorized to enter into this Agreement and execute this Agreement on behalf of the District and Donee, respectively.

17. Execution in Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, and all of such counterparts shall constitute one agreement. To facilitate execution of this Agreement, the Parties may execute and

exchange by electronic mail counterparts of the signature pages which electronic mail counterparts shall be binding as original signature pages.

18. No Partnership or Joint Venture. The District shall not, by virtue of this Agreement, in any way or for any purpose, be deemed to be a partner of Donee in the conduct of Donee’s business or a member of a joint venture or joint enterprise with Donee.

[Signature Page to Follow]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the dates set forth below.

Montecito Fire Protection District

INSERT NAME OF DONEE

By: David Neels, Fire Chief

By: [Name], [Title]

Date: _____

Date: _____

595 San Ysidro Road
Montecito, CA 93108
Email: Dneels@montecitofire.com


[Address]
[Email]

Agenda

Item #5



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: David Neels, Fire Chief 
Date: January 22, 2024
Topic: Strategic Plan Annual Update

Summary

The Board of Directors requested an annual update on organizational progress towards goals, objectives, and critical tasks identified in the Strategic Plan.

Discussion

The Board adopted the Strategic Plan in June 2022. The Strategic Plan is designed to ensure the organization is focused on important goals, as identified by the citizens and the department, over the next five years. After adoption, the Board directed staff to update the Board annually on progress in January of each year.

Attached is a complete list of the goals, objectives, and critical tasks identified in the Strategic Plan. An update for each objective in the Strategic Plan can be found in the gray sections of each page.

Conclusion

Staff recommends that Board receive and file the Strategic Plan Annual Update.

Attachments

1. Strategic Plan Annual Update Dated January 22, 2024.

Strategic Plan Reference

Strategic Plan Goal #3, Achieve Excellence in Community Service

Annual Board of Directors Strategic Plan Progress Update

Goal 1. Deliver exceptional emergency services to our community

1A. Respond to emergency calls for service in seven (7) minutes or less 90% of the time.	
Lead: Fire Chief Timeline: 12 months	Critical Tasks: Collect and analyze emergency response data Identify gaps Monitor response time segments and rectify deficiencies Report quarterly to Board of Directors
<u>January 2024 Update</u> Data is collected and analyzed for all calls for service. This analysis is reported to the Board of Directors quarterly and posted on our website. The implementation of Station 90 identified a gap in coverage due to the San Ysidro overpass construction. Station 90 personnel responded to 53 calls for service.	
1B. Continue to collaborate with Carpinteria Summerland FPD on a fire station to reduce response times in both districts.	
Lead: Fire Chief Timeline: 24 months	Critical Tasks: Identify suitable property Educate community on project Acquire appropriate permitting/zoning Develop program of work
<u>January 2024 Update</u> The District continues to collaborate closely with the Carpinteria Summerland Fire Protection District to identify a suitable property that will allow for station construction.	
1C. Participate in the Regional Fire Communications Center.	
Lead: Fire Chief Timeline: 24 months	Critical Tasks: Participate in regional administrator’s committee Participate in regional operations committee Develop transition plan
<u>January 2024 Update</u> The Fire Chief participates in monthly Regional Fire Communications Center Joint Executive Committee meetings. The Operations Chief participates in monthly Operations Committee meetings. Both groups continue to work on the transition plan and costing information.	
1D. Identify enhancements in EMS service delivery.	
Lead: Fire Chief Timeline: 24 months	Critical Tasks: Identify and measure key performance indicators (KPIs) Identify gaps in KPIs and rectify deficiencies Research emergency prehospital healthcare trends Identify and offer advanced training opportunities Participate in regional ground ambulance transport efforts
<u>January 2024 Update</u> The Fire Chief and staff participate in regional ground ambulance transport efforts. Coordinate through the Santa Barbara County Fire Chiefs Association to continue community enhancements in service levels.	

Annual Board of Directors Strategic Plan Progress Update

Task	Start	End	Dur	2022			2023			2024		
				Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Goal 1: Deliver exceptional emergency services to our community.	5/1/22	5/1/24	517									
Respond to emergency calls for service in seven (7) minutes or less 90% of the time.	5/1/22	5/1/23	258									
Continue to collaborate with Carpinteria Summerland FPD on a fire station to reduce response times in both districts.	5/1/22	5/1/24	517									
Participate in the Regional Fire Communications Center	5/1/22	5/1/24	517									
Identify enhancements in EMS service delivery	5/1/22	5/1/24	517									

Annual Board of Directors Strategic Plan Progress Update

Goal 2. Enhance risk mitigation efforts

2A. Explore technological advances in wildfire prevention, detection, and response.		
Lead: Fire Chief		Critical Tasks: Consider artificial intelligence and infrared technology to detect wildfire Determine site locations Find and secure funding Install and monitor Design scaled response
Timeline: 36 months		
January 2024 Update: District installed camera on TV Hill and Ortega Ridge. Cameras will utilize artificial intelligence and infrared technology to detect wildfire.		
2B. Optimize pre-incident planning processes.		
Lead: Operations Chief		Critical Tasks: Define target hazards Identify and prioritize key target hazards Develop and implement data gathering systems/procedures Coordinate efforts between prevention and operations Educate end users
Timeline: months		
January 2024 Update: With the approval of our updated evacuation modeling, mapping and delivery, the wildland pre-attack plans will be updated in 2024 to reflect this new evacuation model. Updated modeling and sharing of these pre-plans will then be pushed throughout the operational area and added to our response maps, making them available to anyone in our shared CAD system, or having access to our map layers, providing critical safety and operational information prior to those resources arriving at the incident. Our pre-plan coordinator continues to revisit and update target hazard preplans on a rotating schedule while adding new and important life hazard sites as they become apparent. These pre-incident plans are likewise shared across all operational area users through our Tablet Command map layers.		
2C. Strengthen vegetation mitigation programs.		
Lead: Fire Marshal		Critical Tasks: Analyze potential environmental impacts of program expansion Implement Strategic Vegetation Mitigation Plan Educate community on wildfire preparedness/protection programs Enhance home hardening initiatives Collaborate with neighboring agencies
Timeline: 60 months		
January 2024 Update: Analyze potential environmental impacts of program expansion To enhance community preparedness and increase landscape resilience by expanding treatment areas within our Vegetation Management Program, the department hired the environmental consultant, Dudek, to complete an environmental review and ensure compliance of the California Environment Quality Act (CEQA) during project implementation. In 2019 Cal Fire completed Statewide Environmental Impact Review (EIR) addressing vegetation treatment and fuels reduction projects throughout California for their Vegetation Treatment Program (CalVTP). This provided a powerful tool and a process for the prevention		

Annual Board of Directors Strategic Plan Progress Update

bureau to expedite CEQA review and increase the pace and scale of vegetation treatments to reduce wildfire risk while conserving natural resources. The Montecito Vegetation Management Program’s Project Specific Analysis includes all projects that could possibly be completed within the district over the next 10 years and looked at; 938 acres of prescribed herbivory, 316 acres of mixed treatments- such as cutting, stacking, chipping, burning etc. for a total of 1,140 acres.

Implement Strategic Vegetation Mitigation Plan

The table below highlights the projects planned every year, the estimated annual area treated, the typical months the projects are implemented, the estimated number of days to complete the project, and the estimated cost for implementation.

Project Name	Treated Area	Months Implemented	Days to Implement	Estimated Annual Cost for Implementation
Neighborhood Chipping Program	1600 parcels within project 250 participants/yr 300 tons/yr removed	February - June	50	\$145,000
Fuel Treatment Network Maintenance	25 acres/yr	August – March	30	\$75,000
Prescribed Herbivory	50 acres	As Needed	50	\$65,000
Roadside Hazard Abatement	10 miles	March – July	25	\$40,000
Roadside Tag and Trim	3 miles	As Needed	15	\$30,000
Defensible Space	10 parcels	As Needed	10	\$25,000
Roadside Invasive Weed Removal	10 miles	February – June	15	\$20,000
Hazard Tree Removal	10 parcels	As Needed	20	\$50,000
Home Hardening Assistance Program	5-10 homes	As Needed	NA	\$50,000

Educate community on wildfire preparedness/protection programs

District shared wildfire preparedness/protection information through educational social media posts, local news media reports on Neighborhood Chipping, Vent Retrofit and wildfire detection camera installations, and community engagement events. These events included the District hosting a Wildfire Preparedness Community Meeting with local agency partners, participating in the Fire Safe Council’s Wildfire Preparedness Exposition in October, and staffing an information kiosk in the community with evacuation maps and checklists during Red Flag conditions.

Enhance home hardening initiatives

We are reviewing the home hardening initiative program to seek out additional opportunities for program expansion. We expect the revamped program to start in FY 2025.

Annual Board of Directors Strategic Plan Progress Update

Collaborate with neighboring agencies

We are currently working with Santa Barbara County, Santa Barbara City, Carpinteria-Summerland Fire District, the Los Padres National Forest, and SCE to continue the efforts of the Edison Road network road repairs across the front country.

We are working with the Ennisbrooke Homeowner’s Association, the Santa Barbara Land Trust and the Regional Wildfire Mitigation Program to complete 20 acres of grazing within the Ennisbrooke Open Space. We hope to perform this grazing annually.

We are working with Santa Barbara City and County Fire to research appropriate levels of AI infrastructure options that could be utilized across the front country of Santa Barbara.

We are working with the Regional Wildfire Mitigation Program and the Santa Barbara Botanical Gardens in the collection of fuel samples within the district.

We are working with our neighboring jurisdictions as it pertains to fire code adoption and updates as well as the designation of Fire Hazard Severity Zones in the Local Responsibility Area.

2D: Conduct an independent, third-party evacuation study that includes traffic modeling and analysis.

Lead: Fire Marshal/Operations Chief
 Timeline: 12 months

Critical Tasks:

- Analyze evacuation study and traffic modeling report
- Refresh evacuation plan and zones
- Communicate evacuation plan changes to community and partner agencies
- Consider evacuation exercise
- Evaluate relationship between current housing density, infrastructure, and potential future housing density;
- determine impact on our ability to evacuate community
- Advocate for density modifications and/or limitations at the policy level if indicated by analysis

January 2024 Update

A second more focused Evacuation study was completed December 8, 2023. The findings of the study will reinforce the need to reshape our current evacuation zones.

Annual Board of Directors Strategic Plan Progress Update

Task	Start	End	Dur						
				2022	2023	2024	2025	2026	2027
Goal 2: Enhance risk mitigation efforts	5/1/22	5/1/27	1291						
Explore technological advances in wildfire prevention, detection, and response.	5/1/22	5/1/25	774						
Optimize pre-incident planning processes.	5/1/22	5/1/23	258						
Strengthen vegetation mitigation programs.	5/1/22	5/1/27	1291						
Conduct an independent, third-party evacuation study that includes traffic modeling and analysis.	5/1/22	5/1/23	258						

Annual Board of Directors Strategic Plan Progress Update

Goal 3. Achieve excellence in community service

3A. Follow up with community members after providing service.	
Lead: Fire Chief Timeline: 36 months	Critical Tasks: Research and identify methods to obtain customer feedback Develop a method of retrospective feedback to community Provide education to staff and community on availability of program
January 2024 Update: Community members able to comment on our service by completing a survey on our website. More robust program to obtain community feedback under development.	
3B. Revisit framework for improving applicant understanding of the permit process.	
Lead: Fire Marshal Timeline: 24 months	Critical Tasks: Identify gaps in current permitting process Enhance methods for providing the community with pertinent information Review permit information and processes with applicants
January 2024 Update: On December 1 st , 2023 we implemented a new online system called VIVA for submitting and processing all permit types including Fire Protection Certificate Applications (FPC's), fire sprinkler system plans, tent permits, burn permits, and new address applications. We are working on moving our Defensible Space, Hazard Abatement, and Occupancy Inspection processes to VIVA as well. This system allows the entire submission, review, and approval process to occur on a community-facing platform. We can communicate directly with the applicant through VIVA regarding project-specific questions and concerns, and the applicant and their designees can monitor the status of the project submission on their VIVA dashboard. Once a project is approved, the applicant is notified through VIVA and the approved plans, condition letters or permits are all accessible in VIVA as well. Santa Barbara County Building & Safety now only accepts online permit submissions utilizing their Accela system. VIVA does not currently interface with Accela, so we still manually approve and upload the documents into Accela. Our previous permit tracking process included a large amount of data entry across a few different data storage locations. By consolidating the entire process in VIVA, we expect to improve our permit processing times and ability to quickly address applicant's concerns and questions related to their projects. It will also allow for more seamless review of projects by multiple prevention staff members, when required, based on complexity of the project or unavailability of a staff member due to training, fire assignments, or time off.	
3C. Communicate the Strategic Plan elements to entire organization for continuity of service.	
Lead: Fire Chief Timeline: 3 months	Critical Tasks: Distribute and discuss updated Strategic Plan with all personnel Ensure understanding of the Community Engagement Plan

Annual Board of Directors Strategic Plan Progress Update

January 2024 Update

Strategic Plan document and training to all organization members third quarter 2022. Fire Chief, Operations Chief, and PIO provided Community Engagement Plan training to all members of organization.

Task	Start	End	Dur	2022				2023				2024				20			
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2		
Goal 3: Achieve excellence in customer service	5/1/22	5/1/25	774																
Follow-up with community members after providing service.	5/1/22	5/1/25	774																
Revisit framework for improving applicant understanding of the permit process.	5/1/22	5/1/24	517																
Communicate the Strategic Plan elements to entire organization for continuity of service.	5/1/22	8/1/22	66																

Annual Board of Directors Strategic Plan Progress Update

Goal 4. Strengthen community outreach and education

4A. Re-establish school fire and life safety education programs.	
Lead: Public Information Officer Timeline: 9 months	Critical Tasks: Review existing fire and life safety programs Explore reorganization of responsibilities Schedule and deliver updated programs Evaluate and revise as necessary
<p><u>January 2024 Update:</u> Redeveloped curriculum for public education presentations for children from preschool to fifth grade. Worked with all local schools to coordinate presentations to their students by our firefighters as part of Fire Prevention Month in October. School visit scheduling duties have been taken on by the PIO and no longer are the responsibility of each individual shift. PIO worked closely with operational personnel to develop dynamic, educational and memorable presentations for children. Continually exploring additional opportunities to engage with community members and educate them about fire prevention and their fire department.</p>	
4B. Utilize multi-media to communicate with the community.	
Lead: Public Information Officer Timeline: 60 months	Critical Tasks: Refresh existing website Evaluate existing use of social media platforms Determine most appropriate messaging content Explore additional social media platforms Determine target audience communication method Research other uses of social media, specifically for community education
<p><u>January 2024 Update:</u> A new website format is currently being developed with our vendor and will be public facing mid 2024. Use of our social media platforms has greatly improved. Our social media followings have steadily grown over the past year: Instagram by over 1,000 to 5,300+, Twitter by 325 to 5,200+, Facebook by 100 to 2,800+. The District has a presence on Nextdoor and PIO monitors the local page for situational awareness but the platform has not proven to be a highly effective way to reach our residents. While social media is an excellent tool to notify our community members quickly and succinctly, the most effective way to message our local demographic is through traditional mail. Short form videos on Instagram, known as Reels, perform particularly well and are worth the effort of creating to educate the community about interesting projects the department is doing and providing incident imagery.</p>	

Task	Start	End	Dur						
				2022	2023	2024	2025	2026	2027
Goal 4: Strengthen community outreach and education.	5/1/22	5/1/27	1291						
Re-establish school fire and life safety education programs.	5/1/22	2/1/24	453						
Utilize multi-media to communicate with the community.	5/1/22	5/1/27	1291						

Annual Board of Directors Strategic Plan Progress Update

Goal 5. Strengthen our infrastructure

5A. Modernize facilities.	
Lead: Operations Chief Timeline: 48 months	Critical Tasks: Evaluate existing facilities Determine deficiencies Develop and fund program of work
January 2024 Update: Formal facility evaluation complete; working on development of priority list. FS91 Loft project to be completed early 2024. FS92 gate and carport in final permitting phase. Comprehensive facility update plan in development.	
5B. Modernize equipment to meet response capability.	
Lead: Operations Chief Timeline: 24 months	Critical Tasks: Evaluate existing equipment and apparatus response capabilities Determine deficiencies Develop and fund equipment and apparatus upgrade plan
January 2024 Update Equipment and apparatus have been modernized. Expect delivery of type 1 fire engine in early 2024. Fund and apparatus upgrade plan are in place.	

Task	Start	End	Dur					
				2022	2023	2024	2025	2026
Goal 5: Strengthen our infrastructure.	5/1/22	5/1/26	1031					
Modernize facilities.	5/1/22	2/1/24	453					
Modernize equipment to meet response capability.	5/1/22	5/1/26	1031					

Annual Board of Directors Strategic Plan Progress Update

Goal 6. Develop exceptional employees

6A. Expand professional and executive development.	
Lead: Fire Chief Timeline: 36 months	Critical Tasks: Evaluate and review the Professional Development Guide Expand and support Incident Management Team (IMT) positions Identify specific position gaps Evaluate need for mentoring program Develop individual short and medium range development plans
January 2024 Update: Professional Development Guide has been evaluated and updates are underway in several categories. Organization continues to support Incident Management Team positions and mentor employees in all ranks. Short and medium range employee development plans still being formalized.	
6B. Develop position transition plan.	
Lead: Fire Chief Timeline: 18 months	Critical Tasks: Evaluate critical positions and responsibilities Determine plan format
January 2024 Update Formal transition plan for position of Fire Chief developed and implemented. Other positions in the organization being developed.	

Task	Start	End	Dur	2022				2023				2024				2025	
				Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	
Goal 6: Develop exceptional employees.	5/1/22	2/1/25	710														
Expand professional and executive development.	5/1/22	2/1/25	710														
Develop position transition plan.	5/1/22	5/1/23	258														

Annual Board of Directors Strategic Plan Progress Update

Goal 7. Prioritize employee wellness

7A. Enhance the mental, physical, and spiritual health of our organization.	
Lead: Fire Chief Timeline: 24 months	Critical Tasks: Determine needs of the organization Evaluate effectiveness of current programs/services/needs Maintain peer support programs
<u>January 2024 Update</u> Employee mental, physical, and spiritual health remain top organizational priority. Enhanced annual physical examination offerings were improved and cancer screening methods were improved. Peer support continues to be a priority of the department and with our operational area partners.	
7B. Cultivate an environment that fosters positive relationships across all levels of the organization.	
Lead: Fire Chief Timeline: 24 months	Critical Tasks: Identify any barriers to organizational trust that may exist Identify positive aspects of current workplace Develop plan to remove any barriers and reinforce positives Identify existing methods used to maintain positive workplace environment
<u>January 2024 Update</u> To cultivate an environment that fosters positive relationships across all levels of the organization requires constant attention; this objective is an on-going top priority in our organization.	

Task	Start	End	Dur	2022				2023				2024			
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Goal 7: Prioritize employee wellness.	5/1/22	5/1/24	517												
Enhance the mental, physical, and spiritual health of our organization.	5/1/22	2/1/24	453												
Cultivate an environment that fosters positive relationships across all levels of the organization.	5/1/22	5/1/24	517												

Annual Board of Directors Strategic Plan Progress Update

Goal 8. Ensure financial accountability and transparency

8A. Verify financial policies.	
Lead: District Accountant Timeline: 12 months	Critical Tasks: Validate financial policies annually Identify any new accounting or reporting standards Update policies to reflect changes
<u>January 2024 Update</u> The District’s Financial Policies are validated by the Board of Directors in January.	
8B. Ensure accessibility of financial records.	
Lead: District Accountant Timeline: 12 months	Critical Tasks: Continue to post financial records to the website Report bi-monthly to Finance Committee
<u>January 2024 Update</u> Accessibility of the District’s financial records remains a priority. Comprehensive financial reporting documents are readily accessible on the District’s website. Updates in financial software and systems expected mid 2024.	


Task	Start	End	Dur	2022				2023			
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Goal 8: Ensure financial accountability and transparency.	5/1/22	5/1/23	258		[Progress Bar]						
Verify financial policies.	5/1/22	5/1/23	258	[Progress Bar]							
Ensure accessibility of financial records.	5/1/22	5/1/23	258	[Progress Bar]							

Agenda

Item #6



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: David Neels, Fire Chief 
Date: January 22, 2024
Topic: Election of Regular Special District Member to LAFCO

Summary

The District was notified by the Santa Barbara Local Agency Formation Commission (LAFCO) on January 5, 2024 of a mailed ballot election process for the Special District LAFCO representative.

Discussion

LAFCO was established in 1963 by the Knox-Nisbet Act and modified by the Cortese/Knox Local Government Reorganization Act in 1985. The purpose of LAFCO is to rationalize growth and development through local control of the formation, expansion, and alteration of agencies within each county. Independent Special Districts are represented on LAFCO by two regular members and an alternate that serve four-year terms. The term of office of one of the current members ends March 1, 2024.

The candidates for Independent Special District representative are:

1. Craig Geyer, Incumbent, Goleta West Sanitary District
2. Jorge Magana, Mission Hills Community Services District
3. Dorinne Lee Johnson, Montecito Sanitary District

Conclusion

Staff recommends that the Board of Directors direct staff to:

1. Complete Ballot for the desired candidate; and
2. Return completed ballot no later than February 19, 2024.

Attachments

1. LAFCO Ballot
2. Nominations for Regular Special District Member

Strategic Plan Reference

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

INDEPENDENT SPECIAL DISTRICTS SELECTION COMMITTEE

Submit No Later than 5:00 pm, Monday, February 19, 2024

OFFICIAL BALLOT No. 1

Election of Regular Special District Member on Santa Barbara LAFCO
Vote for one of the following **Regular Special District Member** nominees:

<input type="checkbox"/>	Craig Geyer, Incumbent – Goleta West Sanitary District
<input type="checkbox"/>	Jorge Magana – Mission Hills Community Services District
<input type="checkbox"/>	Dorinne Lee Johnson – Montecito Sanitary District

Name of Independent Special District

Signature

Print Name

Title (please check one)

- Presiding Officer of the Special District Board
- Board member alternate designated by Special District Board to vote in this election. (Gov. Code sec. 56332(a).)

Date: _____

Each returned ballot shall be signed by the presiding officer or his or her alternate as designated by the district governing body. (Gov. Code sec. 56332(a) & (c)(5).)

The voting member should submit his or her ballot directly to LAFCO by hand or U.S. mail to Natasha Carbajal, Santa Barbara LAFCO, 105 East Anapamu Street, Room 407, Santa Barbara CA 93101, or via email to lafco@sblafco.org, or Fax to (805) 568-2249

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION

<p style="text-align: center;">NOMINATION FOR <u>REGULAR</u> SPECIAL DISTRICT MEMBER</p> <p style="text-align: center;"><i>Return to:</i> Executive Officer Santa Barbara LAFCO 105 East Anapamu Street, Room 407 Santa Barbara CA 93101 or FAX to (805) 568-2249 or email to lafco@sblafco.org</p>	<p>LAFCO STAFF USE</p> <p>Date Received: <u>12/21/23</u></p>
<p>Please print in ink or type</p>	
<p>POSITION SOUGHT: Regular Special District Member</p>	
<p>NAME OF NOMINEE: <u>Craig Geyer</u></p> <p>NOMINEE'S DISTRICT: <u>Goleta West Sanitary District</u></p> <p>MAILING ADDRESS:</p> <p><u>6587 Camino Venturoso</u></p> <p><u>Goleta Ca. 93117</u></p> <p>π Phone: Bus. _____ . Cell: <u>805-896-9889</u></p>	
<p>SIGNATURE OF NOMINATOR:</p> <p style="margin-left: 40px;"><u>Goleta West Saintry District</u> Name of Independent Special District</p> <p style="margin-left: 100px;"><i>Craig Geyer</i> _____ Signature</p> <p style="margin-left: 40px;"><u>Craig Geyer</u> Print Name</p> <p>Nominator Title (please check one)</p> <p><input type="checkbox"/> Presiding Officer of the Special District Board</p> <p><input checked="" type="checkbox"/> Presiding Officer's alternate as designated by Special District Board to vote or make a nomination in this election. (Gov. Code sec. 56332.)</p> <p>Date: _____</p>	

ADDITIONAL INFORMATION: On this form or an accompanying letter, describe the nominee's personal interests, qualifications, experience, education, volunteer activities or community organization memberships that may bear on the nomination for the Regular Special District Member: This information will be distributed to all independent special districts.

CRAIG GEYER

Incumbent LAFCO Regular Commissioner

- * Board Director---Goleta West Sanitary
- *Special Districts Representative for;
- *S.B. County Treasury Oversight Committee
- * S.B. Countywide RDA Oversight Committee

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION

<p style="text-align: center;">NOMINATION FOR <u>REGULAR</u> SPECIAL DISTRICT MEMBER</p> <p style="text-align: center;"><i>Return to:</i> Executive Officer Santa Barbara LAFCO 105 East Anapamu Street, Room 407 Santa Barbara CA 93101 or FAX to (805) 568-2249 or email to lafco@sblafco.org</p>	<p>LAFCO STAFF USE</p> <p>Date Received: <u>1/3/24</u></p>
---	--

Please print in ink or type

POSITION SOUGHT:	Regular Special District Member
------------------	---------------------------------

NAME OF NOMINEE: Jorge Magana

NOMINEE'S DISTRICT: Mission Hills Community Service District

MAILING ADDRESS:

1550 Burton Mesa Blvd


Lompoc, Ca 93436

π
Phone: Bus. 8057334366 . Cell: 8058951362

SIGNATURE OF NOMINATOR:

Mission Hills Community Services District

Name of Independent Special District



Signature

Stephen H Dietrich

Print Name

Nominator Title (please check one)

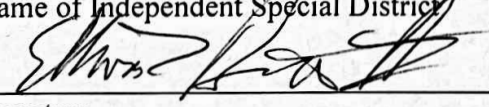
Presiding Officer of the Special District Board

Presiding Officer's alternate as designated by Special District Board to vote or make a nomination in this election. (Gov. Code sec. 56332.)

Date: December 31, 2023

ADDITIONAL INFORMATION: On this form or an accompanying letter, describe the nominee's personal interests, qualifications, experience, education, volunteer activities or community organization memberships that may bear on the nomination for the Regular Special District Member: This information will be distributed to all independent special districts.

SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION

<p style="text-align: center;">NOMINATION FOR <u>REGULAR</u> SPECIAL DISTRICT MEMBER</p> <p style="text-align: center;"><i>Return to:</i> Executive Officer Santa Barbara LAFCO 105 East Anapamu Street, Room 407 Santa Barbara CA 93101 or FAX to (805) 568-2249 or email to lafco@sblafco.org</p>	<p style="text-align: center;">LAFCO STAFF USE</p> <p>Date Received: <u>1/4/24</u></p>
<p>Please print in ink or type</p>	
<p>POSITION SOUGHT: Regular Special District Member</p>	
<p>NAME OF NOMINEE: <u>DORINNE LEE JOHNSON</u></p> <p>NOMINEE'S DISTRICT: <u>MONTECITO SANITARY DISTRICT</u></p> <p>MAILING ADDRESS:</p> <p><u>1042 MONTE CRISTO LANE</u></p> <p><u>SANTA BARBARA, CA 93108</u></p> <p>π Phone: Bus. <u>805-969-4200</u> . Cell: <u>310-850-8808</u></p>	
<p>SIGNATURE OF NOMINATOR:</p> <p style="text-align: center;"><u>MONTECITO SANITARY DISTRICT</u> Name of Independent Special District</p> <p style="text-align: center;"> Signature</p> <p style="text-align: center;"><u>Ellwood T. Barrett II.</u> Print Name</p> <p>Nominator Title (please check one)</p> <p><input checked="" type="checkbox"/> Presiding Officer of the Special District Board</p> <p><input type="checkbox"/> Presiding Officer's alternate as designated by Special District Board to vote or make a nomination in this election. (Gov. Code sec. 56332.)</p> <p>Date: <u>1-4-2024</u></p>	

ADDITIONAL INFORMATION: On this form or an accompanying letter, describe the nominee's personal interests, qualifications, experience, education, volunteer activities or community organization memberships that may bear on the nomination for the Regular Special District Member: This information will be distributed to all independent special districts.

*
PLEASE SEE ATTACHED

Dorinne Lee Johnson

Current Position: Secretary, Montecito Sanitary District

Former Board President 2020-2022

Term: 2020-2024



Dorinne Lee Johnson is a 2nd-generation Asian American who grew up in Northern California and moved to Montecito in 2003. Dorinne has extensive experience with over 25 years in construction and fabrication technology. She had her own certified WBE, a “women-owned business enterprise” specializing in construction management, civil engineering, and environmental design. She earned her BFA degree from CCA in Environmental Design with an emphasis on Architectural Design and is a post-graduate alumnus of the Art Center College of Design in Pasadena, CA. Her award-winning projects and designs range from government to corporate facilities nationwide. A partial list of her past clients includes: Caltrans, Harris Engineering and Associates, Toyota Motor USA, Northrop Grumman, Chicago Merchandize Mart, and the University of Oregon.

Public service has been a large part of Dorinne’s career. She has a strong and dedicated commitment to Montecito and has helped her community by serving on the Montecito Association Board of Directors and as their Chair of the Land Use Committee, which reviewed major infrastructure projects throughout Montecito before and after the debris flow of 2018. She was appointed by former Santa Barbara County Supervisor, Salud Carbajal, to serve on the Santa Barbara County Historic Landmarks Commission (HLAC) in 2012 and the Montecito Board of Architectural Review (MBAR) in 2014. She was appointed by the (late) Senator Roberti to serve on the California State Public Procurement Committee and was appointed by the former State Treasurer, Matt Fong, to serve on the Caltrans Minority Advisory Board for the Architects and Engineers for the State of California.

Dorinne ran for and was elected to the Montecito Sanitary District Board in 2020 because she believes in protecting our ratepayers with honesty, clear communication, and transparency; she feels it is more crucial than ever to protect, preserve and enhance our semi-rural community and maximize our natural environment and resources for our future generations of Montecito.



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

PHONE: (805) 969-4200
www.montsan.org
brahrer@montsan.org

January 4, 2024

Santa Barbara LAFCO
105 East Anapamu Street, Room 407
Santa Barbara, CA 93101

Via Email

To Whom It May Concern:

I heartily endorse Mrs. Johnson for the Regular Special District Member position for the Santa Barbara LAFCO Commission. She has years of experience with the Montecito Planning Commission and Land Use Committee. Mrs. Johnson works tirelessly for the community and logs countless hours in the evenings and weekends for the Montecito Sanitary District and other agencies. She is always fair in her judgements and procures huge amounts of data from her research to aid with her decisions.

Sincerely,

President
Board of Directors



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

PHONE: (805) 969-4200

www.montsan.org
brahrer@montsan.org

January 4, 2024

Santa Barbara LAFCO
105 East Anapamu Street, Room 407
Santa Barbara, CA 93101

Via Email

Dear Sir/Madam:

It gives me great pleasure to provide my highest recommendation for Director Dorinne Lee Johnson as a candidate for the LAFCO Regular Special District Member on the commission.

I have known and worked closely with Director Johnson for only the past year, however, I have learned that she is a dedicated and loyal public servant with the highest of integrity.

I worked most closely with Director Johnson in her capacity as the District's chair for the Joint Strategic Planning Committee with the Montecito Water District. This group worked closely together on behalf of the broader community to study and consider broad subjects such as water resources, recycling opportunities, new and emerging technologies, and consolidation. Director Johnson has also taken the time to personally introduce me to key leaders in the community continually since my hiring as general manager.

These experiences demonstrate Director Johnson's intellect, skills, and judgement in her interaction with others and I believe that Director Johnson is well-prepared to take on the new and exciting role of Special District Member on the LAFCO commission. Director Johnson's objective of contributing to the broader good of the region is clear and determined, and she possesses the natural team leadership ability, commitment, and passion that we all hope to see in our government leaders. Therefore, please know that Director Johnson has my **strongest possible** recommendation for Special District Member at LAFCO.

If I can provide any additional information, please do not hesitate to contact me via phone at (D) 805-695-4210 or via email at jweigold@montsan.org

Sincerely,


General Manager

Agenda

Item #7



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: David Neels, Fire Chief 
Prepared by: Anthony Hudley, Battalion Chief
Date: Monday, January 22, 2024
Topic: Rental Property Chain Link Fence Installation General Contractor Bid Acceptance

Summary

The District determined it necessary to install new chain link fencing to enclose the yards at the East Valley Road rental properties. This project also includes repairing a 10 foot wide gate for 1259 East Valley Road, and will provide additional privacy and security for each property. The District solicited the competitive bids in accordance with the Public Contract Code Section 20813.

Discussion

Invitations to bid were solicited for this project from November 21, 2023 to December 20, 2023. Project description, scope of work, and submission information was posted on the District website, and published in the Montecito Journal. Project tours and bid clarifications were provided to all interested bidders.

A public bid opening was conducted at Station 91 on December 20, 2023. Two bids were received, and both responses met all the requirements articulated in the bid. The bids from Fence Factory and Quality Fence are shown in the attached "Summary of Bids" document. The lowest, most responsive bidder was determined to be Fence Factory.

Conclusion

Staff recommends that the Board authorize the Fire Chief to enter into an agreement with Fence Factory in the amount of \$22,279 plus a contingency not to exceed 15% of the award amount to be used in the discretion of the Fire Chief.

Attachments

1. Invitation to Bid
2. Summary of Bids
3. Fence Factory Bid Package
4. Quality Fence Bid Package

Strategic Plan Reference

Strategic Plan Goal #5: Strengthen our Infrastructure.



INVITATION TO BID

The Montecito Fire Protection District (MFPD) requests Competitive Sealed Bids for:

ITB# 2023-004
Chain Link and Wood Fencing
1255, 1257, and 1259 East Valley Road

1. Overview

1.1. General Project Description

The MFPD owns three homes on one piece of property in Montecito, California and is seeking bids from licensed fencing contractors to install fencing throughout in order to separate the spaces for privacy and security. While a general plan has been included in this ITB, there are no internal property lines so placement of the fence will generally be per plan but final layout will be approved by the Owner, responding to recommendations from the successful bidder.

Once the project has been awarded, the MFPD would like to start as soon as possible, weather dependent.

1.2. Invitation to Bid (ITB) Coordinator

All communications concerning this ITB must be submitted via email to the ITB Coordinator identified below. The ITB Coordinator will be the point of contact for this ITB. Emails should also be copied to Anthony Hudley, MFPD Battalion Chief, at ahudley@montecitofire.com.

Dan Underwood
Underwood Management Resources, Inc.
dan@underwoodmgmt.com
805-451-6250

1.3. Associated Consultants / Team Members

MFPD has hired the following consultants to assist in the design, management, and coordination of this project:

- Construction Management – Underwood Management Resources, Inc (Dan Underwood)

MFPD reserves the right to share with any consultant of its choosing this ITB and all bids received in order to secure a second opinion. MFPD may also invite said consultant to participate in the bid evaluation process.

1.4. Bid Preparation Costs

MFPD will not pay any costs associated with the preparation, submittal, or presentation of any bid response.

1.5. ITB Amendment and Cancellation

MFPD reserves the unilateral right to amend this ITB in writing at any time. The MFPD also reserves the right to cancel or reissue the ITB at its sole discretion. If an amendment is issued, it will be provided to all registered Bidders.

1.6. Intent to Bid

Each Bidder that plans to submit a bid should register by email with the ITB Project Coordinator. The email should indicate the Bidder's intent to respond to this ITB, and include:

- Company name
- Name and title of Bidder main contact
- Bidder main contact address, telephone number, and email address

The "Intent to Bid" email is **highly recommended** to ensure receipt of ITB amendments, responses to bidder questions, and other communications regarding the ITB. The Intent to Bid is not intended to bind Bidders to submitting a bid.

1.7. ITB Questions

Specific questions concerning the ITB should be submitted via e-mail to the ITB Coordinator by the date identified in ITB Section 2.2. Copies of all questions and MFPD's responses will be emailed to all registered Bidders.

2. ITB Schedule

2.1. Site Visit Prior to Bid

Any prospective bidder may request a tour of the property by contacting the ITB Coordinator and requesting a site tour. Prospective bidders shall not enter the site without receiving prior permission.

2.2. ITB Schedule

EVENT	DATE / TIME
ITB Issuance	November 21, 2023
Job Walk	10:30am, December 1, 2023
Intent to Bid submittal (recommended)	December 8, 2023
Deadline for Bidder questions	December 8, 2023
Deadline for MFPD response to Bidder questions	December 13, 2023
Deadline for bid submittal	2:15pm, December 20, 2023
Public bid opening	2:20pm, December 20, 2023

Bids will be discussed and awarded at a Montecito Fire Protection District Board of Directors regular public meeting. Regular meetings are held on the fourth Monday of each month.

3. Bid Submittal

3.1. General Instructions

MFPD discourages lengthy and costly bids. Bids should be prepared simply and economically and provide a straightforward, concise description of the Bidder's company, qualifications, proposed solution, and capabilities to satisfy the requirements of this ITB. Emphasis should be on completeness and clarity of content. Glossy sales and marketing brochures are not necessary or desired.

3.2. Bid Package Submittal

Bid packages must be submitted no later than the date and time identified in Section 2.2. Bidders assume the risk of the method of delivery chosen. MFPD assumes no responsibility for delays caused by any delivery service. A Bidder's failure to submit a bid before the deadline may cause the bid to be disqualified and returned to sender unopened. Postmarks will not be accepted as proof of receipt.

Bidders must submit, in a sealed package, two (2) signed copies of the Bid Package and one electronic copy of the Bid Package. The electronic copy can be one single document or the bid and exhibits. Please submit in .pdf format.

The bid package to be marked “East Valley Road Fencing” and should be mailed, couriered, or hand delivered as follows:

Montecito Fire Protection District
Attn: Anthony Hudley, Battalion Chief
595 San Ysidro Road
Santa Barbara, CA 93108

3.3. Bid Package Inclusions

The Bid Package submitted by Bidder shall include the following:

- Preliminary schedule from commencement to completion
- Cost proposal for a Guaranteed Max Price (GMP) Contract, including:
 - Builder’s Fee (profit, overhead, and insurance)
 - Exclusions for any scope of work not included in the bid. Bidders are required to submit a complete bid for the work anticipated in the construction documents, and noted at the job walk, and are expected to resolve any missing or unclear issues during the bid process prior to the Deadline for Bidder Questions as shown in 2.2. If Bidder is unable to resolve any issue, then Bidder shall clearly note any exclusions in the bid.
- Statement indicating the bid remains valid for at least 120 days
- Statement that the Bidder, or any individual who will perform work for the Bidder, is free of any conflict of interest (e.g., employment by MFPD).
- Confirmation the Bidder understands and is in full compliance with the scope of work and specifications, as outlined in Exhibit A (Scope of Work), Exhibit C (fence plan), Exhibit D (Contract). Any deviation (not recommended) from the scope of work and specifications as described in these exhibits, must be specifically identified in the Bid Package.
- Signature of a company officer empowered to bind the Bidder to the provisions of this ITB and any contract awarded pursuant to it.
- Completed and signed Bidder’s Statement of Qualifications, Exhibit B (attached).
- At least five references for similar work done in the last five years.
- Evidence of insurance: General Liability (\$1,000,000/\$2,000,000), Automobile Liability (\$1,000,000), Workers Compensation (\$1,000,000)

3.4. Bid Errors

Bidders are liable for all errors or omissions contained in their bids. Bidders will not be allowed to alter bid documents after the deadline for submitting a bid.

3.5. Collusion

By submitting a response to the ITB, each Bidder represents and warrants that it's response is genuine and made in the interest of or on behalf of any person not named therein; that the Bidder has not directly induced or solicited any other person to submit a sham response or any other person to refrain from submitting a response; and that the Bidder has not in any manner sought collusion to secure any improper advantage over any other person submitting a response.

3.6. Required Review and Waiver of Objections

Comments concerning ITB objections must be made in writing and received by MFPD no later than the "Deadline for Bidder Questions" detailed in Section 2.2. Protests based on any objection will be considered waived and invalid if these faults have not been brought to the attention of MFPD, in writing, by the "Deadline for Bidder Questions".

3.7. Proprietary Information

A copy of each bid will be retained for official files and will become public record after the award of a contract unless the bid, or specific parts of the bid, can be shown to be exempt by law (Government code §6276). Each Bidder may clearly label part of a bid as "CONFIDENTIAL" if the Bidder thereby agrees to indemnify and defend MFPD for honoring such a designation. The failure to so label any information that is released by MFPD will constitute a complete waiver of all claims for damages caused by any release of the information.

3.8. Prevailing Wage

Contractors and subcontractors must be registered with the Department of Industrial Relations (DIR) at the time of bid, or else the bid may be rejected as non-responsive. (See Labor Code sections 1725.5 and 1771.1.) Each bidder must submit proof of contractor registration with DIR, e.g. - a hard copy of the relevant page of the DIR's database found at: <https://efiling.dir.ca.gov/PWCR/Search>. This Contract is subject to monitoring and enforcement by the DIR pursuant to Labor Code Section 1771.4.

3.9. Licensed Contractors

Bidders and their proposed subcontractors shall hold such licenses as may be required by the laws of the State of California for the performance of the work specified. The selected Bidder will also be required to ensure that all subcontractors working on the project are holding valid licenses suitable for their trade.

4. Evaluation and Award

4.1. Bid Package Evaluation

The contract will be awarded to the lowest responsible bidder in accordance with the competitive bid procedures set out in the Public Contract Code section 20813. Bids will be evaluated based on the following:

- Bidder understanding of the work required and completeness of the Bid
- Responsiveness of the Bid to the ITB
- Compliance with the scope of work and specifications in Exhibits A, C, and D, (value engineering recommendations can be provided but will not be evaluated by MFPD and its consultants until the award has been made)
- Project cost
- Responses in Bidder's Statement of Qualifications (Exhibit B)
- Recent relevant references
- Ability to perform the work and respond to warranty requests

4.2. Bid Clarifications

MFPD reserves the right, at its sole discretion, to request bid clarifications or conduct discussions for the purpose of clarification with any or all Bidders. The purpose of any such discussions shall be to ensure full understanding of the Bids.

4.3. Execution

If the selected Bidder does not execute a contract with MFPD within thirty (30) business days after notification of selection, MFPD may give notice to that Bidder of their intent to select from the remaining Bidders or to call for new bids, whichever MFPD deems appropriate.

4.4. Right of Rejection

MFPD reserves the right, at its sole discretion, to reject any and all bids or to cancel this ITB in its entirety. Any bid received which does not meet the requirements of this ITB may be considered to be nonresponsive and the bid may be rejected. Bidders must comply with all of the terms of this ITB and all applicable State laws and regulations.

4.5. Variances

MFPD reserves the right, at its sole discretion, to waive technical variances in bids provided such action is in the best interest of MFPD. Where MFPD waives minor variances in bids, such waivers do not modify the ITB requirements or excuse the Bidder from full compliance with the ITB. Notwithstanding any minor variance, the MFPD may hold any Bidder to strict compliance with the ITB.

4.6. Binding Agreement

All legal rights and obligations between the Apparent Successful Bidder and the Fire District will come into existence if and only if a contract is approved by the MFPD Board and the same is fully executed by the parties. The legal rights and obligations of each party shall at that time be only those rights and obligations which are set forth in such fully executed agreement.

5. Rights of MFPD

5.1. MFPD Rights

MFPD reserves the right to:

- Make the selection based on its sole discretion and that it deems to be in the best interest of MFPD.
- Reject any and all bids
- Issue subsequent Requests for Bids
- Postpone opening bids, if necessary, for any reason
- Remedy errors in the ITB process
- Approve or disapprove the use of particular subcontractors
- Negotiate with any, all, or none of the Bidders
- Accept other than the lowest offer
- Waive informalities and irregularities in the bids
- Enter into an agreement with another Bidder in the event the originally selected Bidder defaults or fails to execute an agreement with MFPD

MFPD - Summary of Bids

East Valley Road Properties - Chain Link Fencing

Description	Fence Factory		Quality Fence		Comments
	Bid	Actual	Bid	Actual	
Includes:		22,279		29,721	
- remove fence/gates at 1259					
- R&R fence/gates at 1259					
- 300lf fencing					5' black vinyl with top rail
- 8 chain link gates					
- 10' wood gate/metal frame					
Totals	-	22,279	-	29,721	
COMPARISON TOTAL	\$	22,279	\$	29,721	

Recommended contract price \$ 22,279 Fence Factory



GOLETA DIVISION 60 S. Kellogg Ave. Goleta, CA 93117 Ph(805) 964-8641 Fax(805) 967-6328

Montecito Fire Protection District
595 San Ysidro
Montecito CA 93108
1257 E. Valley Rd Santa Barbara, CA 93108

Contact: Dan Underwood
Phone: 805-451-6250
Estimator: Carmen Alvarez

Subject to the "Terms & Conditions" of this Proposal and Contract, Fence Factory hereinafter referred to as "Contractor" agrees to furnish all necessary labor, materials, tools and equipment to perform and complete in good and workman-like manner for the above party at the above job location, the following described work including any attachments:

Furnish and install approximately 300' lineal feet of 5' ft height, black chain link fence with top rail, total (9) new pedestrian gates and (1) 10' ft opening, DE Redwood Con-heart, 6'ft height, (2) new schedule 40 posts, swinging gate to left with glavanized metal tubing frame. Remove (2) wooden gates to be replaced with (2) new chain link fences & remove lattice gate. Place (2) new posts in front of small existing 23" inch wooden gate after haul away & replace with (2) new posts & chain link gate with 33" inch opening.

PRICE INCLUDES MATERIALS, TAX AND LABOR

Customer must remove all rocks and debris to place fence/s along customer's specified line.

Neighboring properties listed above for fencing include:

A) 1257 E. Valley Rd. Santa Barbara CA 93108 (3-ped gates with 36" inch opening)
B) 1255 E Valley Rd Santa Barbara CA 93108 (2-ped gates with 36" inch opening)
C) 1259 E. Valley Rd. Santa Barbara CA 93108 (2-ped gates with 36" inch opening,
(1) 33' opening gate, replace wood gates, & fence, near house with black chain link, & remove lattice gate.
(1) 10' ft opening, Redwood DE con-heart, 6'ft height, swing gate between property B) and C).

\$22,279.00

Initial



MATERIALS AND METHODS:

- Mesh:** 11 gauge galvanized 2" diamond chain link.
- Terminal posts:** 2-3/8" O.D. 16 gauge galvanized steel tube set 24" deep in concrete.
- Intermediate / line posts:** 1-7/8" O.D. 16 gauge galvanized steel tube set 24" deep in concrete, 10ft maximum spacing.
- Top Rail:** 1-3/8" O.D. 16 gauge galvanized steel tube.
- Angle Bracing:** 1-3/8" O.D. 16 gauge galvanized steel tube at ends and corners.
- Top and Bottom Tension Wire:** 9 gauge galvanized smooth type.
- Gate(s):** 1-3/8" O.D. 16 gauge galvanized steel tube frame welded construction, 11 gauge galvanized chain link fill, standard clamp on hinges and fork latch.

SUBJECT TO CHANGE IN PRICE OF MATERIALS AND JOB START DATE

Standard Exclusions: Clearing, grading, grubbing, removal of vegetation or any obstacles , location or repair of any underground utilities or irrigation lines, permits, permit fees, engineering reports, pedestrian or traffic control, removal of post hole spoils which will be spread out in the immediate vicinity of excavation, removal of concrete footings unless for installation of new posts, excavating through large rocks, concrete or footings unless otherwise stated in contract.

Initial

This proposal is void if not accepted within 7 days of the date on this Proposal and Contract.
 In consideration for the above described work, the above named party agrees to pay Contractor the total sum of the above described and selected work as follows:

10% DEPOSIT, BALANCE DUE UPON COMPLETION.

ACCEPTANCE OF PROPOSAL AND CONTRACT INCLUDING TERMS AND CONDITIONS (PAGE 2) BY:

DATED: _____

 COMPANY, CORPORATION OR OWNER

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions Concerning a contractor may be referred to the Registrar of the board whose address is: Contractors State License Board, 1020 N. Street, Sacramento, CA 95814

 PRINT NAME

 PRINT TITLE

 X SIGNATURE

1. All property lines must be clearly and properly marked by the owner. Contractor assumes no responsibility for location of property lines or encroachments due to improper location of property lines. January 22, 2024 - Regular Pg 155
2. All agreements must be in writing, this Proposal and Contract supersedes any prior oral or written agreements between the parties. These terms supersede the terms of any written document prepared by the customer.
3. **Any additional work, alterations, or deviations from that specified involving extra costs of material, labor or equipment, will become an extra charge over the total sum on the face of this contract. Contractor's prices are based on completing this work efficiently. Interruptions or delays to the work force caused by the customer, customer's neighbor, or agents for, will become an extra charge.**
4. Contractor assumes no responsibility for the contradiction, contraction or expansion, warping or checking of wood fencing, or liability for any damages arising out of contractor's performance or of exercising any rights herein reserved by contractor, including damages to lawns, landscaping, grading and underground utilities.
5. Contractor shall not be responsible for any damage or delay incurred by any party and occasioned by any act, omission, neglect or default of an owner, other contractor or subcontractor, their agents or employees, or other workmen employed by them; nor for any damage or delay caused by fire, flood, acts of NATURE, calamities for which Contractor is not responsible; nor for any event not under its control.
6. **Contractor accepts no responsibility for damage to hidden facilities including buried utility, water or other lines. Customer hereby agrees to locate and mark those hidden facilities in such a manner that the location is readily discernible by the workmen. If the hidden facilities are not located by the customer, all costs arising from damage to these facilities will be paid by the customer. Contractor will locate hidden facilities on a time and material basis at Contractor's regular hourly rate as an extra charge and will assume responsibility for any damages provided that such extra work is requested by the customer and incorporated on the face of this contract.**
7. Should litigation arise out of this contract or the performance thereof, the court shall award all cost and expenses, including attorney's fees, to the party entitled thereto. In awarding attorneys' fees, the court will not be bound by any court fee schedule, but shall award the full amount of costs, expenses and attorney's fees paid or incurred in good faith.
8. Should there be a failure to make any payment when it falls due, the Contractor reserves the right to repossess any and all building materials which may have been delivered to the job site or installed in the project. In exercising this right to repossess, the Contractor will exercise reasonable care to minimize the damage to the project, but the fact that it is necessary to damage a portion of the project in order to remove and repossess the building materials does not affect the Contractor's right to do so.
9. **Unless provided otherwise, one half of the contract price shall be paid within 3 days after the materials required to complete the work have been made available for inspection at seller's place of business. Final payment is due within 7 DAYS after completion of the work. ALL PAST DUE ACCOUNTS will be subject to service charges at a rate of 1-1/2% per month (18% per annum). No waiver or release of mechanic's lien given by the Contractor shall be binding until all payments due to the Contractor and the waiver or release have actually been made. The Contractor shall have the right to stop work if any payment shall not be made to Contractor under the agreement when due. Contractor may keep the job idle until all payments are received. If the party accepting this contract is a corporation, the individual or individuals who sign this contract on behalf of said corporation guarantee that the corporation will perform its duties under this contract.**
10. Where Contractor is employed by a general contractor or owner/builder, it will be the customer's responsibility to coordinate the work between other trades so that Contractor's work can be efficiently completed without unnecessary conflict.
11. Contractor operates an open shop. Contractor is not signatory to any collective bargaining agreements and will not become signatory to any union agreements to satisfy the requirements of others.

NOW, the parties hereto execute this agreement for themselves, their heirs, executors, successor, administrators, and assignees on the date of acceptance on the face of the contract.

PREVAILING WAGE STATEMENT: Our quotation is based on the prevailing wages for our type of work in this area. These wage rates are determined by labor market conditions in our local area. Any requirement that may later come to the customer's attention that imposes a 'prevailing' wage dictated by remote government entities that results in higher wage costs for our work force will subject our price to an equitable upward adjustment. This clause does not refer to minimum wages.

NOTICE TO OWNER

Under the California Mechanic's Lien Law, any contractor, subcontractor, laborer, supplier, or other person or entity who helps to improve your property, but is not paid for his or her work or supplies, has a right to place a lien on your home, land or property where the work was performed and to sue you in court to obtain payment.

This means that after a court hearing, your home, land and property could be sold by a court office and the proceeds of the sale used to satisfy what you owe. This can happen even if you have paid your contractor in full, if the contractor's subcontractors, laborers, or suppliers remain unpaid.

To preserve their rights to file a claim or lien against your property, certain claimants such as subcontractors, or material suppliers are each required to provide you with a document called a 'Preliminary Notice'. Contractors and laborers who contract with owner directly do not have to provide such notice since you are aware of their existences an owner. A Preliminary Notice is not a lien against your property. Its purpose is to notify you of persons or entities that may have a right to file a lien against your property, if they are not paid. In order to protect their lien rights, a contractor, supplier, or laborer must file a mechanic's lien with the county recorder, which then becomes a recorded lien against your property. Generally, the maximum time allowed for filing mechanic's lien against your property is 90 days after substantial completion of your project.

TO INSURE EXTRA PROTECTION FOR YOURSELF AND YOUR PROPERTY, YOU MAY WISH TO TAKE ON OR MORE OF THE FOLLOWING STEPS:

- 1) Require that your contractor supply you with a payment and performance bond (not a license bond), which provides that the bonding company will either complete the project or pay damages up to the amount of the bond. This payment and performance bond, as well as a copy of the construction contract, should be filed with the county recorder for your further protection. The payment and performance bond will usually cost 1 to 5 percent of the contract amount depending on the contractor's bonding availability. If a contractor cannot obtain such bonding, it may indicate his / her financial incapacity.
- 2) Require that payments be made directly to subcontractors and material suppliers through a joint control. Funding services may be available, for a fee, in your area which will establish voucher or other means of payment to your subcontractor. These services may also provide you with lien waivers and other forms of protection. Any joint control agreement should include the addendum approved by the registrant.
- 3) Issue joint checks for payments made out to both your contractor and subcontractors or material suppliers involved in the project. The joint checks should be made payable to the persons or entities which send preliminary notices to you. Those persons or entities have indicated that they may have lien rights on your property, therefore you need to protect yourself. This will help to insure that all persons due payment are actually paid.
- 4) Upon making payment on any complete phase of the project, and before making any further payments, require your contractor to provide you with unconditional "Waiver and Release" forms signed by each material supplier, subcontractor, and laborer involved in that portion of the work for which payment was made. The statutory lien releases are set forth in exact language in Section 3262 of the Civil Code. Most stationary stores will sell the 'Waiver and Release' forms, if you contractor does not have them. The material suppliers, subcontractors, and laborers that you obtain releases from are those persons or entities who have filed preliminary notices with you. If you are not certain of the material suppliers, subcontractors and laborers working on your project, you may obtain a list from you contractor. On projects involving improvements to a single-family residence or duplex owned by individuals, the person signing these releases loses the right to file a mechanics lien claim against your property. In other types of construction, this protection may still be important, but may not be as complete.

To protect yourself under this option, you must be certain that all material suppliers, subcontractors and laborers have signed the 'Waiver of Release' form. If a mechanics lien has been filed against your property, it can only be voluntarily by a recorded 'Release of Mechanic's Lien' signed by the person or entity that filed the mechanics lien against your property unless the lawsuit to enforce the lien was not timely filed. You should not make any final payments until all such liens are removed. You should consult an attorney, if a lien is filed against your property.

rev: 10/16

Quality Fence Co., Inc.

(Contractors License #382736)

14929 Garfield Avenue, Paramount, CA 90723, (323) 585-8585, Fax (562) 869-7804

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning the responsibilities of a contractor may be referred to the Registrar of the Board whose address is: Contractor's State License Board, 1020 N Street, Sacramento, CA 95814

Date: 12/19/2023

Proposal written by Ty Cavanaugh

Job Name: Chain Link and Wood Fencing

Attn: Anthony Hudley
Company: Montecito Fire Protection District
Address: 595 San Ysidro Road
City, State & Zip: Santa Barbara, CA 93108

As per terms and conditions set forth, we, Quality Fence Co., Inc. propose to furnish and install fences as per diagram plans and materials listed hereon. All work to be completed in a workmanlike manner.

Proposal:



Remove and dispose of the following:

At 1259, remove two (2) wood fence/gates that connect to the house
At 1259, remove two (2) additional wood fence / gates that connect to the house and replace with black vinyl chain link fence / gates

Furnish and install the following:

Approx 300 lineal feet of 5' high black vinyl chain link fence with top rail
Six (6) 36" pedestrian gates in black vinyl chain link (total of 8 chain link gates)
One (1) 10' wide, 6' high wood gate with galvanized metal tubing frame. Gate to match adjacent wood fencing style using DE redwood con-heart materials. New schedule 40 posts to be set on either side with heavy duty hardware for gate.
Spread dirt from post holes to blend with existing grade
Clean up any materials remaining on the project site, including fencing, posts, concrete debris, etc

Total: \$29,721.00

- Quality Fence is free of any conflict of interest.
- Quality Fence is in understanding and in full compliance with the scope of work.

Proposed by:

William Cavanaugh, President

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Authorized Signature _____ Date: _____

AGREEMENT

This is a contract between two parties and will be effective when accepted. Buyer agrees to clear and establish grade and fence lines before construction. Buyer to assume full responsibility for any and all underground pipes, wires and/or utilities of any type. In the event the fence is not paid for within 60 days, seller has the title right to remove said fence and return to company. In the event of cancellation, buyer agrees to forfeit ten percent of contract price to cover preparations made by Quality Fence Co., Inc. Merchandise listed hereon shall remain the property of the seller until paid for by cash at which time, title will pass to purchaser. If the account is assigned to an attorney or collection agency for collection, then the buyer agrees to pay reasonable attorney fees, court costs and other collection costs. In the event the buyer authorizes extra work other than stated herein, he shall pay on the basis of labor and materials upon presentation of itemized statement. 1.5% interest due each month on unpaid balances after 30 days. Purchaser and users of the product known as Ultra Barrier and Razor Ribbon shall indemnify and hold Quality Fence Co., Inc. harmless from all losses and costs of defense arising from or after use of these products. This proposal and its prices are void after 120 days.

Exhibit B

BIDDER'S STATEMENT OF QUALIFICATIONS

Name of Bidder: Quality Fence Co., Inc.

Address of Principal Office: 14929 Garfield Ave. Paramount, CA 90723

1. Organization structure: individual , a partnership , a corporation , an LLC or a joint venture (Check as applicable)

2. Are you registered as a contractor or subcontractor with the California Department of Industrial Relations? Contractor

Registration No.: 1000003376 Registration Expiration Date: 06/30/2025

BIDDER MUST SUBMIT PROOF OF CONTRACTOR REGISTRATION WITH THE DIR IN THE FORM OF A HARD COPY OF THE RELEVANT PAGE OF THE DIR'S DATABASE FOUND AT:

<https://efiling.dir.ca.gov/PWCR/Search>

3. How many years has your organization been in business as a Contractor under your present business name? 45yrs.

4. Organization years of experience with work similar to this project? 45yrs.. Experience with Public Agencies? 45yrs.

5. On a separate sheet, provide examples of three (3) projects of similar type, size, scope, and complexity. For each Project, briefly describe the following (each project and its description shall not exceed one page):

- A description of project and services provided by your firm
- Location
- Year completed
- Project cost
- Provide reference information, including contact information, for the Project owner, the owner's representative, and the Architect. Briefly describe each reference's role and responsibility and everyday interaction with your project team

6. Provide a statement about your firm and your team relative to the expertise and experience of the construction firm and key personnel that will likely be involved in the project. In addition, it would be helpful to know what tasks each key personnel will be responsible for as the project progresses.

Please see attached.

7. Provide a description of the firm's past experience with, and protocols for, pre-construction plan review and value engineering.

Please see attached.

8. Have you, your organization, or any officer or partner thereof, not completed a contract for any reason, including instances when your organization did not complete a contract due to termination or dispute between the parties? NO

If yes, please provide details (use additional sheets if necessary).

N/A

9. Is your organization involved in any dispute resolution processes, including claims or litigation pending against your organization or initiated by your organization? NO

If yes, please provide details (use additional sheets if necessary).

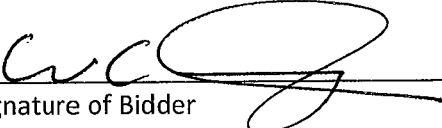
N/A

10. Has your organization been involved in any bankruptcy or insolvency proceedings in the last ten years? NO

If yes, please provide details (use additional sheets if necessary).

N/A

The undersigned bidder represents and warrants that the foregoing information is true and accurate.


Signature of Bidder

12/19/2023
Date

William Cavanaugh, President
Name/Title

Montecito Fire Protection District
595 San Ysidro Rd, Montecito, CA 93108

2 of 2

Invitation to Bid
November 21, 2023

Form 2367 (06/10)M_CL

Blanket Waiver of Subrogation Endorsement

This endorsement modifies insurance provided by the Commercial Auto Policy, Motor Truck Cargo Legal Liability Coverage Endorsement, and/or Commercial General Liability Coverage Endorsement, as appears on the **declarations page**. All terms and conditions of the policy apply unless modified by this endorsement.

If **you** pay the fee for this Blanket Waiver of Subrogation Endorsement, **we** agree to waive any and all subrogation claims against any person or organization with whom a written waiver agreement has been executed by the named insured, as required by written contract, prior to the occurrence of any **loss**.

ALL OTHER TERMS, LIMITS AND PROVISIONS OF THE POLICY REMAIN UNCHANGED.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED CONSTRUCTION PROJECT(S) GENERAL AGGREGATE LIMIT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designated Construction Project(s):

All Projects

All Designated Construction Project General Aggregate Capped At: \$5,000,000

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A.** For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under **Section I – Coverage A**, and for all medical expenses caused by accidents under **Section I – Coverage C**, which can be attributed only to ongoing operations at a single designated construction project shown in the Schedule above:
1. A separate Designated Construction Project General Aggregate Limit applies to each designated construction project, and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations. If there is more than one designated construction project, the Designated Construction Project General Aggregate is subject to an All Designated Construction Project General Aggregate Cap, listed in the Schedule above, which is the most we will pay, regardless of the number of designated "projects."
 2. Subject to the All Designated Construction Project General Aggregate Cap, the Designated Construction Project General Aggregate Limit is the most we will pay for the sum of all damages under **Coverage A**, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under **Coverage C** regardless of the number of:
 - a. Insureds;
 - b. Claims made or "suits" brought; or
 - c. Persons or organizations making claims or bringing "suits."
 3. Any payments made under **Coverage A** for damages or under **Coverage C** for medical expenses shall reduce the Designated Construction Project General Aggregate Limit for that designated construction project and shall also reduce the All Designated Construction Project General Aggregate Cap. Such payments shall not reduce the General Aggregate Limit shown in the Declarations nor shall they reduce any other Designated Construction Project General Aggregate Limit for any other designated construction project shown in the Schedule above.
 4. The limits shown in the Declarations for Each Occurrence, Damage To Premises Rented To You and Medical Expense continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Designated Construction Project General Aggregate Limit and the All Designated Construction Project General Aggregate Cap.

- B.** For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under **Section I – Coverage A**, and for all medical expenses caused by accidents under **Section I – Coverage C**, which cannot be attributed only to ongoing operations at a single designated construction project shown in the Schedule above:
- 1.** Any payments made under **Coverage A** for damages or under **Coverage C** for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products-Completed Operations Aggregate Limit, whichever is applicable; and
 - 2.** Such payments shall not reduce any Designated Construction Project General Aggregate Limit or the All Designated Construction Project General Aggregate Cap.
- C.** When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-Completed Operations Aggregate Limit, and not reduce the General Aggregate Limit, the Designated Construction Project General Aggregate Limit, nor the All Designated Construction Project General Aggregate Cap.
- D.** If the applicable designated construction project has been abandoned, delayed, or abandoned and then restarted, or if the authorized contracting parties deviate from plans, blueprints, designs, specifications or timetables, the project will still be deemed to be the same construction project.
- E.** The provisions of **Section III – Limits Of Insurance** not otherwise modified by this endorsement shall continue to apply as stipulated.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name of Additional Insured Person(s) or Organization(s)	Location and Description of Completed Operations
All persons or organizations where required by a written contract executed prior to the commencement of your work.	All "Commercial Construction Projects". For the purpose of this Endorsement, "Commercial Construction Projects" are defined as buildings or structures constructed for commercial use and also include apartments, hotels, homes for the aged, dormitories or barracks. However, "Commercial Construction Projects" shall not include any building or structure which, in whole or in part, contains individual owner occupied units or dwellings.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS –
SCHEDULED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations:
All persons or organizations where required by a written contract executed prior to the commencement of your work.	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will

not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Contractor Information

Legal Entity Name
 QUALITY FENCE COMPANY INC
Legal Entity Type
 Corporation
Status
 Active
Registration Number
 1000003376
Registration effective date
 7/1/2023
Registration expiration date
 6/30/2025
Mailing Address
 14929 GARFIELD AVE PARAMOUNT 90723 CA U...
Physical Address
 14929 GARFIELD AVE PARAMOUNT 90723 CA U...
Email Address
Trade Name/DBA
License Number(s)
 CSLB:382736
 CSLB:382736

Registration History

Effective Date	Expiration Date
6/21/2018	6/30/2019
7/17/2017	6/30/2018
6/6/2016	6/30/2017
7/6/2015	6/30/2016
2/3/2015	6/30/2015
7/1/2019	6/30/2020
7/1/2020	6/30/2021
7/1/2021	6/30/2023
7/1/2023	6/30/2025

Legal Entity Information

Agent of Service Name:
 William Cavanaugh
Agent of Service Mailing Address:
 14929 Garfield Ave Paramount 90723 CA United States of America

Corporation Number:
Federal Employment Identification Number:
President Name:
 William Cavanaugh
Vice President Name:
Treasurer Name:
 Frank Tobias
Secretary Name:
 Frank Tobias
CEO Name:

Workers Compensation

Do you lease employees No
through Professional

Employer Organization

(PEO)?:

**Please provide your
current workers
compensation insurance
information below:**

PEO	PEO	PEO
PEO InformationName	Phone	Email

Insured by Carrier

Policy Holder Name:Insurance Company of the West**Insurance Carrier:**

CYPRESS INSURANCE COMPANY**Policy Number:**WSD 5067620 00**Inception date:**

10/1/2022**Expiration Date:**10/1/2023

Quality Fence Co., Inc.

14929 Garfield Avenue, Paramount, CA 90723

Ph: 323/585-8585 Fax: 562/869-7804

Introduction

Quality Fence Co Inc has been in the fence industry since 1964. We hold a C-13 Chain Link Fence, C-23 Ornamental Iron and a B General Contractor License. We run (15) 2-man trucks that are fully equipped to handle your fencing needs. We manufacture our own iron fencing and gates, along with all our chain link gates, handrails, pipe gates, etc. We are a full -service company and can supply you with the following:

Chain Link Iron Wood Barb Wire Razor Wire Pipe Gates Privacy Slats Concrete Work Electric Gates Entry System

We have specialized in many yearly contracts such as yours for the last 30 plus years. Our experience helps us to understand the needs of your contract expectations, with emergency calls being one of our specialties. Some of our yearly contracts includes LAX, John Wayne Airport, San Diego Regional, and Long Beach Airport contracts. For Example, due to drunk drivers, we have eagerly and promptly responded to various fencing needs as early as 2:00AM on weekends or holidays without hesitation. We will supply you with a confidential reference list of our yearly contracts so you can contact our end users and our reputation will speak for itself. We are more than just a fencing contractor.

We are a service company and would love to be a member of your team. We have developed many products over the years, including our welded wire closed mesh fence system (Double-D-Fence) and a rip rock solution that does not let people sleep in areas that might be an "unsafe" environment or a security risk to your properties.

My name is Ty Cavanaugh, and I will be heading up your contract along with Project Manager, Alfredo Reyes. We have been in the fence industry since 1978. We are a team of experts who combined, have 100's of years in experience in the fence industry. We are excited about the possibility of being selected as one of your fencing contractors and look forward to working with your team. Thank you in advance for your consideration.

Should you have any questions about any of the information herein, please contact our office at (323)858-8585.

Sincerely,



William Cavanaugh, President

Contractors Name

Questions concerning recent construction projects completed:

1. Contractor shall provide information about its six most recently completed K-14 projects and its three largest completed private projects within the last five years. Names and references must be current and verifiable.

Project Name: Bid # 2020-7-FAC-GC
Location: Fencing at Barton, Franklin, Juarez, Loara, Maddison and Stoddard Elem.
Owner: Anaheim Elementary School District
Owner Contact (name, current phone number, and email):
Jana Mills jmills@orangeusd.org

Architect or Engineer: N/A

Architect or Engineer Contact (name, current phone number, and email):
N/A

Construction Manager or General Contractor (name, current phone number, and email):
Henry Castro (714) 517-7549 ext. 4304
hcastro@aesd.org

Description of Project, Scope of Work Performed:
Fence replacement at (6) schools.

Total Value of Construction (including change orders): \$1,123,779.00

Original Scheduled Completion Date: 11/11/2020

Time Extensions Granted (number of days): N/A

Actual Date of Completion: 11/11/2020

Subcontractors only need to provide one of the General Contractor/Owner/Construction Manager for the project. We need at least one contact name, phone number, and email address

Contractors Name

Questions concerning recent construction projects completed:

1. Contractor shall provide information about its six most recently completed K-14 projects and its three largest completed private projects within the last five years. Names and references must be current and verifiable.

Project Name: Controlled Access Modifications
Location: Corona Del Mar HS
Owner: Newport Mesa USD
Owner Contact (name, current phone number, and email):
Jonathan Geiszler (714) 424-5063
jgeiszler@nmusd

Architect or Engineer: N/A

Architect or Engineer Contact (name, current phone number, and email):
N/A

Construction Manager or General Contractor (name, current phone number, and email):
Leonel Hernandez (714) 424-3610
ldhernandez@nmusd.us

Description of Project, Scope of Work Performed:
Modify existing iron gates.

Total Value of Construction (including change orders): \$98,721.00

Original Scheduled Completion Date: 9/13/2023

Time Extensions Granted (number of days): N/A

Actual Date of Completion: 9/13/2023

*Subcontractors only need to provide one of the General Contractor/Owner/Construction Manager for the project.
We need at least one contact name, phone number, and email address*

Contractors Name

Questions concerning recent construction projects completed:

1. Contractor shall provide information about its six most recently completed K-14 projects and its three largest completed private projects within the last five years. Names and references must be current and verifiable.

Project Name: Fence and Gates
Location: Various locations in the city of Los Angeles
Owner: City of Los Angeles
Owner Contact (name, current phone number, and email):
Maria Rodriguez (213) 928-9550 Ext. 9550
maria.mdriguez@lacity.org

Architect or Engineer: N/A

Architect or Engineer Contact (name, current phone number, and email):
N/A

Construction Manager or General Contractor (name, current phone number, and email):
Larry Lopez (213) 473-8572
Larry.Lopez@lacity.org

Description of Project, Scope of Work Performed:
Various projects throughout the city:
new chainlink/iron fence and gate installs.

Total Value of Construction (including change orders): \$11,000,000.00

Original Scheduled Completion Date: Yearly Contract 8/1/2017 - 8/1/2023

Time Extensions Granted (number of days): N/A

Actual Date of Completion: 8/1/2023

*Subcontractors only need to provide one of the General Contractor/Owner/Construction Manager for the project.
We need at least one contact name, phone number, and email address*

Contractors Name

Questions concerning recent construction projects completed:

1. Contractor shall provide information about its six most recently completed K-14 projects and its three largest completed private projects within the last five years. Names and references must be current and verifiable.

Project Name: Contract No. 34696 (ITB L317-068)
Location: Various locations throughout city.
Owner: City of Long Beach
Owner Contact (name, current phone number, and email):
Christina Sarmiento (562) 570-7062

Architect or Engineer: N/A

Architect or Engineer Contact (name, current phone number, and email):
N/A

Construction Manager or General Contractor (name, current phone number, and email):
Oscar Alaniz (562) 570-4888
oscar.alaniz@longbeach.gov

Description of Project, Scope of Work Performed:
Installing Permanent Fencing and Performing Fence Repairs
(wrought iron, chain link, blue wave ornamental)

Total Value of Construction (including change orders): \$980,000.00

Original Scheduled Completion Date: Yearly Contract 7/31/2017 - 7/31/2023

Time Extensions Granted (number of days): N/A

Actual Date of Completion: 7/31/2023

*Subcontractors only need to provide one of the General Contractor/Owner/Construction Manager for the project.
We need at least one contact name, phone number, and email address*

Contractors Name

Questions concerning recent construction projects completed:

1. Contractor shall provide information about its six most recently completed K-14 projects and its three largest completed private projects within the last five years. Names and references must be current and verifiable.

Project Name: Contract MA-080-17011587
Location: Various locations throughout the County of Orange
Owner: County of Orange Public Works - Flood Control
Owner Contact (name, current phone number, and email):
Kris Ruiz (714) 955-0346
kris.ruiz@ocpw.ocpw.ocgov.com

Architect or Engineer: N/A

Architect or Engineer Contact (name, current phone number, and email):
N/A

Construction Manager or General Contractor (name, current phone number, and email):
Ceaser Segura (714) 448-2924
Ceaser.segura@ocpw.ocgov.com

Description of Project, Scope of Work Performed:
Install welded wire mesh fencing
and gates throughout the county.

Total Value of Construction (including change orders): \$1,312,500.00

Original Scheduled Completion Date: Yearly 7/1/2021 - 7/1/2023

Time Extensions Granted (number of days): N/A

Actual Date of Completion: \$1,312,500.00


*Subcontractors only need to provide one of the General Contractor/Owner/Construction Manager for the project.
We need at least one contact name, phone number, and email address*

Agenda

Item #8



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: David Neels, Fire Chief 
Prepared by: Anthony Hudley, Battalion Chief
Date: January 22, 2024
Topic: 1257 EVR Roof Replacement General Contractor Bid Acceptance

Summary

The roof at 1257 East Valley Road is due for replacement. The District solicited competitive bids in accordance with the Public Contract Code Section 20813.

Discussion

Invitations to bid were solicited for this project from November 21, 2023 to December 20, 2023. Project description, scope of work, and submission information was posted on the District website, and published in the Montecito Journal. Project tours and bid clarifications were provided to all interested bidders.

A public bid opening was conducted at Station 91 on December 20, 2023. Two bids were received and both responses met all the requirements articulated in the bid. A third bid was received by Wick's Roofing after the submission deadline. The two eligible bids, from Pueblo Construction and Premier Roofing, are shown in the attached "Summary of Bids" document. The lowest, most responsive bidder was determined to be Pueblo Construction.

Conclusion

Staff recommends that the Board authorize the Fire Chief to enter into an agreement with Pueblo Construction in the amount of \$16,393.13 plus a contingency not to exceed 20% of the award amount to be used in the discretion of the Fire Chief.

Attachments

1. Invitation to Bid
2. Summary of Bids
3. Pueblo Construction Bid
4. Premier Roofing Bid

Strategic Plan Reference

Strategic Plan Goal #5: Strengthen our Infrastructure



INVITATION TO BID

The Montecito Fire Protection District (MFPD) requests Competitive Sealed Bids for:

ITB# 2023-003
Asphalt Shingle Roof Replacement
1257 East Valley Road

1. Overview

1.1. General Project Description

The MFPD is seeking sealed bids from licensed, experienced roofing contractors for the replacement of the asphalt shingle roofing system at 1257 East Valley Road. This house was recently remodeled, including a section of flat roof, after suffering damage from the debris flow. The existing asphalt roof system needs to be removed, inspected for dry rot or other damage, and replaced with a new asphalt roofing system. The specific scope of work is included in this ITB as Exhibit A, attached hereto.

1.2. Invitation to Bid (ITB) Coordinator

All communications concerning this ITB must be submitted via email to the ITB Coordinator identified below. The ITB Coordinator will be the point of contact for this ITB. Emails should also be copied to Anthony Hudley, MFPD Battalion Chief, at ahudley@montecitofire.com.

Dan Underwood
Underwood Management Resources, Inc.
dan@underwoodmgmt.com
805-451-6250

1.3. Associated Consultants / Team Members

MFPD has hired the following consultants to assist in the management and coordination of this project:

- Construction Management – Underwood Management Resources, Inc (Dan Underwood)

MFPD reserves the right to share with any consultant of its choosing this ITB and all bids received in order to secure a second opinion. MFPD may also invite said consultant to participate in the bid evaluation process.

1.4. Bid Preparation Costs

MFPD will not pay any costs associated with the preparation, submittal, or presentation of any bid response.

1.5. ITB Amendment and Cancellation

MFPD reserves the unilateral right to amend this ITB in writing at any time. The MFPD also reserves the right to cancel or reissue the ITB at its sole discretion. If an amendment is issued, it will be provided to all registered Bidders.

1.6. Intent to Bid

Each Bidder that plans to submit a bid should register by email with the ITB Project Coordinator. The email should indicate the Bidder's intent to respond to this ITB, and include:

- Company name
- Name and title of Bidder main contact
- Bidder main contact address, telephone number, and email address

The "Intent to Bid" email is **highly recommended** to ensure receipt of ITB amendments, responses to bidder questions, and other communications regarding the ITB. The Intent to Bid is not intended to bind Bidders to submitting a bid.

1.7. ITB Questions

Specific questions concerning the ITB should be submitted via e-mail to the ITB Coordinator by the date identified in ITB Section 2.2. Copies of all questions and MFPD's responses will be emailed to all registered Bidders.

2. ITB Schedule

2.1. Site Visit Prior to Bid

Any prospective bidder may request a tour of the property by contacting the ITB Coordinator and requesting a site tour. Prospective bidders shall not enter the site without receiving prior permission.

2.2. ITB Schedule

EVENT	DATE / TIME
ITB Issuance	November 21, 2023
Job Walk	9:30am, December 1, 2023
Intent to Bid submittal (recommended)	December 8, 2023
Deadline for Bidder questions	December 8, 2023
Deadline for MFPD response to Bidder questions	December 13, 2023
Deadline for bid submittal	2:00pm, December 20, 2023
Public bid opening	2:05pm, December 20, 2023

Bids will be discussed and awarded at a Montecito Fire Protection District Board of Directors regular public meeting. Regular meetings are held on the fourth Monday of each month.

3. Bid Submittal

3.1. General Instructions

MFPD discourages lengthy and costly bids. Bids should be prepared simply and economically and provide a straightforward, concise description of the Bidder's company, qualifications, proposed solution, and capabilities to satisfy the requirements of this ITB. Emphasis should be on completeness and clarity of content. Glossy sales and marketing brochures are not necessary or desired.

3.2. Bid Package Submittal

Bid packages must be submitted no later than the date and time identified in Section 2.2. Bidders assume the risk of the method of delivery chosen. MFPD assumes no responsibility for delays caused by any delivery service. A Bidder's failure to submit a bid before the deadline may cause the bid to be disqualified and returned to sender unopened. Postmarks will not be accepted as proof of receipt.

Bidders must submit, in a sealed package, two (2) signed copies of the Bid Package and one electronic copy of the Bid Package. The electronic copy can be one single document or the bid and exhibits. Please submit in .pdf format.

The bid package to be marked “1257 EVR – Roof Replacement Bid” and should be mailed, couriered, or hand delivered as follows:

Montecito Fire Protection District
Attn: Anthony Hudley, Battalion Chief
595 San Ysidro Road
Santa Barbara, CA 93108

3.3. Bid Package Inclusions

The Bid Package submitted by Bidder shall include the following:

- Preliminary schedule from commencement to completion
- Cost proposal for a Guaranteed Max Price (GMP) Contract, including:
 - Builder’s Fee (profit, overhead, and insurance)
 - Hourly pricing for on-site supervision and any proposed self-performed work
 - Summary of work scope and material specs
 - Exclusions for any scope of work not included in the bid. Bidders are required to submit a complete bid for the work anticipated in the construction documents, and noted at the job walk, and are expected to resolve any missing or unclear issues during the bid process prior to the Deadline for Bidder Questions as shown in 2.2. If Bidder is unable to resolve any issue, then Bidder shall clearly note any exclusions in the bid.
- Statement indicating the bid remains valid for at least 120 days
- Statement that the Bidder, or any individual who will perform work for the Bidder, is free of any conflict of interest (e.g., employment by MFPD).
- Confirmation the Bidder understands and is in full compliance with the scope of work and specifications, as outlined in Exhibit A (Scope of Work), Exhibit C (Specs), and Exhibit D (Contract). Any deviation (not recommended) from the scope of work and specifications as described in these exhibits, must be specifically identified in the Bid Package.
- Signature of a company officer empowered to bind the Bidder to the provisions of this ITB and any contract awarded pursuant to it.
- Completed and signed Bidder’s Statement of Qualifications, Exhibit B (attached).
- At least five references for similar work done in the last five years.
- Evidence of insurance: General Liability (\$1,000,000/\$2,000,000), Automobile Liability (\$1,000,000), Workers Compensation (\$1,000,000)

3.4. Bid Errors

Bidders are liable for all errors or omissions contained in their bids. Bidders will not be allowed to alter bid documents after the deadline for submitting a bid.

3.5. Collusion

By submitting a response to the ITB, each Bidder represents and warrants that it's response is genuine and made in the interest of or on behalf of any person not named therein; that the Bidder has not directly induced or solicited any other person to submit a sham response or any other person to refrain from submitting a response; and that the Bidder has not in any manner sought collusion to secure any improper advantage over any other person submitting a response.

3.6. Required Review and Waiver of Objections

Comments concerning ITB objections must be made in writing and received by MFPD no later than the "Deadline for Bidder Questions" detailed in Section 2.2. Protests based on any objection will be considered waived and invalid if these faults have not been brought to the attention of MFPD, in writing, by the "Deadline for Bidder Questions".

3.7. Proprietary Information

A copy of each bid will be retained for official files and will become public record after the award of a contract unless the bid, or specific parts of the bid, can be shown to be exempt by law (Government code §6276). Each Bidder may clearly label part of a bid as "CONFIDENTIAL" if the Bidder thereby agrees to indemnify and defend MFPD for honoring such a designation. The failure to so label any information that is released by MFPD will constitute a complete waiver of all claims for damages caused by any release of the information.

3.8. Prevailing Wage

Contractors and subcontractors must be registered with the Department of Industrial Relations (DIR) at the time of bid, or else the bid may be rejected as non-responsive. (See Labor Code sections 1725.5 and 1771.1.) Each bidder must submit proof of contractor registration with DIR, e.g. - a hard copy of the relevant page of the DIR's database found at: <https://efiling.dir.ca.gov/PWCR/Search>. This Contract is subject to monitoring and enforcement by the DIR pursuant to Labor Code Section 1771.4.

3.9. Licensed Contractors

Bidders and their proposed subcontractors shall hold such licenses as may be required by the laws of the State of California for the performance of the work specified. The selected Bidder will also be required to ensure that all subcontractors working on the project are holding valid licenses suitable for their trade.

4. Evaluation and Award

4.1. Bid Package Evaluation

The contract will be awarded to the lowest responsible bidder in accordance with the competitive bid procedures set out in the Public Contract Code section 20813. Bids will be evaluated based on the following:

- Bidder understanding of the work required and completeness of the Bid
- Responsiveness of the Bid to the ITB
- Compliance with the scope of work and specifications in Exhibits A, C, D (value engineering recommendations can be provided but will not be evaluated by MFPD and its consultants until the award has been made)
- Project cost as proposed on Bidders form
- Responses in Bidder's Statement of Qualifications (Exhibit B)
- Recent relevant references
- Ability to perform the work and respond to warranty requests

4.2. Bid Clarifications

MFPD reserves the right, at its sole discretion, to request bid clarifications or conduct discussions for the purpose of clarification with any or all Bidders. The purpose of any such discussions shall be to ensure full understanding of the Bids.

4.3. Execution

If the selected Bidder does not execute a contract with MFPD within thirty (30) business days after notification of selection, MFPD may give notice to that Bidder of their intent to select from the remaining Bidders or to call for new bids, whichever MFPD deems appropriate.

4.4. Right of Rejection

MFPD reserves the right, at its sole discretion, to reject any and all bids or to cancel this ITB in its entirety. Any bid received which does not meet the requirements of this ITB may be considered to be nonresponsive and the bid may be rejected. Bidders must comply with all of the terms of this ITB and all applicable State laws and regulations.

4.5. Variances

MFPD reserves the right, at its sole discretion, to waive technical variances in bids provided such action is in the best interest of MFPD. Where MFPD waives minor variances in bids, such waivers do not modify the ITB requirements or excuse the Bidder from full compliance with the ITB. Notwithstanding any minor variance, the MFPD may hold any Bidder to strict compliance with the ITB.

4.6. Binding Agreement

All legal rights and obligations between the Apparent Successful Bidder and the Fire District will come into existence if and only if a contract is approved by the MFPD Board and the same is fully executed by the parties. The legal rights and obligations of each party shall at that time be only those rights and obligations which are set forth in such fully executed agreement.

5. Rights of MFPD

5.1. MFPD Rights

MFPD reserves the right to:

- Make the selection based on its sole discretion and that it deems to be in the best interest of MFPD.
- Reject any and all bids
- Issue subsequent Requests for Bids
- Postpone opening bids, if necessary, for any reason
- Remedy errors in the ITB process
- Approve or disapprove the use of particular subcontractors
- Negotiate with any, all, or none of the Bidders
- Accept other than the lowest offer
- Waive informalities and irregularities in the bids
- Enter into an agreement with another Bidder in the event the originally selected Bidder defaults or fails to execute an agreement with MFPD

MFPD - Summary of Bids

1257 East Valley Road - ROOF

Description	Premier		Pueblo		Wick's		Comments
	Bid	Actual	Bid	Actual	Bid	Actual	
Includes:		22,807		16,393	14,830		Wick's bid for comparison only
- Permit							
- Remove/dispose old roof							
- Install new roof per scope							
- Bidder Response #1 scope							Only Pueblo has included
Totals	-	22,807	-	16,393	14,830	-	
COMPARISON TOTAL	\$	22,807.42	\$	16,393.13	\$	-	

Recommended contract price

\$ 16,393.13 Pueblo Roofing



INVITATION TO BID

The Montecito Fire Protection District (MFPD) requests Competitive Sealed Bids for:

ITB# 2023-003

**Asphalt Shingle Roof Replacement
1257 East Valley Road**

1. Overview

1.1. General Project Description

The MFPD is seeking sealed bids from licensed, experienced roofing contractors for the replacement of the asphalt shingle roofing system at 1257 East Valley Road. This house was recently remodeled, including a section of flat roof, after suffering damage from the debris flow. The existing asphalt roof system needs to be removed, inspected for dry rot or other damage, and replaced with a new asphalt roofing system. The specific scope of work is included in this ITB as Exhibit A, attached hereto.

1.2. Invitation to Bid (ITB) Coordinator

All communications concerning this ITB must be submitted via email to the ITB Coordinator identified below. The ITB Coordinator will be the point of contact for this ITB. Emails should also be copied to Anthony Hudley, MFPD Battalion Chief, at ahudley@montecitofire.com.

Dan Underwood
Underwood Management Resources, Inc.
dan@underwoodmgmt.com
805-451-6250

1.3. Associated Consultants / Team Members

MFPD has hired the following consultants to assist in the management and coordination of this project:

- Construction Management – Underwood Management Resources, Inc (Dan Underwood)

MFPD reserves the right to share with any consultant of its choosing this ITB and all bids received in order to secure a second opinion. MFPD may also invite said consultant to participate in the bid evaluation process.

1.4. Bid Preparation Costs

MFPD will not pay any costs associated with the preparation, submittal, or presentation of any bid response.

1.5. ITB Amendment and Cancellation

MFPD reserves the unilateral right to amend this ITB in writing at any time. The MFPD also reserves the right to cancel or reissue the ITB at its sole discretion. If an amendment is issued, it will be provided to all registered Bidders.

1.6. Intent to Bid

Each Bidder that plans to submit a bid should register by email with the ITB Project Coordinator. The email should indicate the Bidder's intent to respond to this ITB, and include:

- Company name
- Name and title of Bidder main contact
- Bidder main contact address, telephone number, and email address

The "Intent to Bid" email is **highly recommended** to ensure receipt of ITB amendments, responses to bidder questions, and other communications regarding the ITB. The Intent to Bid is not intended to bind Bidders to submitting a bid.

1.7. ITB Questions

Specific questions concerning the ITB should be submitted via e-mail to the ITB Coordinator by the date identified in ITB Section 2.2. Copies of all questions and MFPD's responses will be emailed to all registered Bidders.

2. ITB Schedule

2.1. Site Visit Prior to Bid

Any prospective bidder may request a tour of the property by contacting the ITB Coordinator and requesting a site tour. Prospective bidders shall not enter the site without receiving prior permission.

2.2. ITB Schedule

EVENT	DATE / TIME
ITB Issuance	November 21, 2023
Job Walk	9:30am, December 1, 2023
Intent to Bid submittal (recommended)	December 8, 2023
Deadline for Bidder questions	December 8, 2023
Deadline for MFPD response to Bidder questions	December 13, 2023
Deadline for bid submittal	2:00pm, December 20, 2023
Public bid opening	2:05pm, December 20, 2023

Bids will be discussed and awarded at a Montecito Fire Protection District Board of Directors regular public meeting. Regular meetings are held on the fourth Monday of each month.

3. Bid Submittal

3.1. General Instructions

MFPD discourages lengthy and costly bids. Bids should be prepared simply and economically and provide a straightforward, concise description of the Bidder’s company, qualifications, proposed solution, and capabilities to satisfy the requirements of this ITB. Emphasis should be on completeness and clarity of content. Glossy sales and marketing brochures are not necessary or desired.

3.2. Bid Package Submittal

Bid packages must be submitted no later than the date and time identified in Section 2.2. Bidders assume the risk of the method of delivery chosen. MFPD assumes no responsibility for delays caused by any delivery service. A Bidder's failure to submit a bid before the deadline may cause the bid to be disqualified and returned to sender unopened. Postmarks will not be accepted as proof of receipt.

Bidders must submit, in a sealed package, two (2) signed copies of the Bid Package and one electronic copy of the Bid Package. The electronic copy can be one single document or the bid and exhibits. Please submit in .pdf format.

The bid package to be marked “1257 EVR – Roof Replacement Bid” and should be mailed, couriered, or hand delivered as follows:

Montecito Fire Protection District
Attn: Anthony Hudley, Battalion Chief
595 San Ysidro Road
Santa Barbara, CA 93108

3.3. Bid Package Inclusions

The Bid Package submitted by Bidder shall include the following:

- Preliminary schedule from commencement to completion
- Cost proposal for a Guaranteed Max Price (GMP) Contract, including:
 - Builder’s Fee (profit, overhead, and insurance)
 - Hourly pricing for on-site supervision and any proposed self-performed work
 - Summary of work scope and material specs
 - Exclusions for any scope of work not included in the bid. Bidders are required to submit a complete bid for the work anticipated in the construction documents, and noted at the job walk, and are expected to resolve any missing or unclear issues during the bid process prior to the Deadline for Bidder Questions as shown in 2.2. If Bidder is unable to resolve any issue, then Bidder shall clearly note any exclusions in the bid.
- Statement indicating the bid remains valid for at least 120 days
- Statement that the Bidder, or any individual who will perform work for the Bidder, is free of any conflict of interest (e.g., employment by MFPD).
- Confirmation the Bidder understands and is in full compliance with the scope of work and specifications, as outlined in Exhibit A (Scope of Work), Exhibit C (Specs), and Exhibit D (Contract). Any deviation (not recommended) from the scope of work and specifications as described in these exhibits, must be specifically identified in the Bid Package.
- Signature of a company officer empowered to bind the Bidder to the provisions of this ITB and any contract awarded pursuant to it.
- Completed and signed Bidder’s Statement of Qualifications, Exhibit B (attached).
- At least five references for similar work done in the last five years.
- Evidence of insurance: General Liability (\$1,000,000/\$2,000,000), Automobile Liability (\$1,000,000), Workers Compensation (\$1,000,000)

3.4. Bid Errors

Bidders are liable for all errors or omissions contained in their bids. Bidders will not be allowed to alter bid documents after the deadline for submitting a bid.

3.5. Collusion

By submitting a response to the ITB, each Bidder represents and warrants that it's response is genuine and made in the interest of or on behalf of any person not named therein; that the Bidder has not directly induced or solicited any other person to submit a sham response or any other person to refrain from submitting a response; and that the Bidder has not in any manner sought collusion to secure any improper advantage over any other person submitting a response.

3.6. Required Review and Waiver of Objections

Comments concerning ITB objections must be made in writing and received by MFPD no later than the "Deadline for Bidder Questions" detailed in Section 2.2. Protests based on any objection will be considered waived and invalid if these faults have not been brought to the attention of MFPD, in writing, by the "Deadline for Bidder Questions".

3.7. Proprietary Information

A copy of each bid will be retained for official files and will become public record after the award of a contract unless the bid, or specific parts of the bid, can be shown to be exempt by law (Government code §6276). Each Bidder may clearly label part of a bid as "CONFIDENTIAL" if the Bidder thereby agrees to indemnify and defend MFPD for honoring such a designation. The failure to so label any information that is released by MFPD will constitute a complete waiver of all claims for damages caused by any release of the information.

3.8. Prevailing Wage

Contractors and subcontractors must be registered with the Department of Industrial Relations (DIR) at the time of bid, or else the bid may be rejected as non-responsive. (See Labor Code sections 1725.5 and 1771.1.) Each bidder must submit proof of contractor registration with DIR, e.g. - a hard copy of the relevant page of the DIR's database found at: <https://efiling.dir.ca.gov/PWCR/Search>. This Contract is subject to monitoring and enforcement by the DIR pursuant to Labor Code Section 1771.4.

3.9. Licensed Contractors

Bidders and their proposed subcontractors shall hold such licenses as may be required by the laws of the State of California for the performance of the work specified. The selected Bidder will also be required to ensure that all subcontractors working on the project are holding valid licenses suitable for their trade.

4. Evaluation and Award

4.1. Bid Package Evaluation

The contract will be awarded to the lowest responsible bidder in accordance with the competitive bid procedures set out in the Public Contract Code section 20813. Bids will be evaluated based on the following:

- Bidder understanding of the work required and completeness of the Bid
- Responsiveness of the Bid to the ITB
- Compliance with the scope of work and specifications in Exhibits A, C, D (value engineering recommendations can be provided but will not be evaluated by MFPD and its consultants until the award has been made)
- Project cost as proposed on Bidders form
- Responses in Bidder's Statement of Qualifications (Exhibit B)
- Recent relevant references
- Ability to perform the work and respond to warranty requests

4.2. Bid Clarifications

MFPD reserves the right, at its sole discretion, to request bid clarifications or conduct discussions for the purpose of clarification with any or all Bidders. The purpose of any such discussions shall be to ensure full understanding of the Bids.

4.3. Execution

If the selected Bidder does not execute a contract with MFPD within thirty (30) business days after notification of selection, MFPD may give notice to that Bidder of their intent to select from the remaining Bidders or to call for new bids, whichever MFPD deems appropriate.

4.4. Right of Rejection

MFPD reserves the right, at its sole discretion, to reject any and all bids or to cancel this ITB in its entirety. Any bid received which does not meet the requirements of this ITB may be considered to be nonresponsive and the bid may be rejected. Bidders must comply with all of the terms of this ITB and all applicable State laws and regulations.

4.5. Variances

MFPD reserves the right, at its sole discretion, to waive technical variances in bids provided such action is in the best interest of MFPD. Where MFPD waives minor variances in bids, such waivers do not modify the ITB requirements or excuse the Bidder from full compliance with the ITB. Notwithstanding any minor variance, the MFPD may hold any Bidder to strict compliance with the ITB.

4.6. Binding Agreement

All legal rights and obligations between the Apparent Successful Bidder and the Fire District will come into existence if and only if a contract is approved by the MFPD Board and the same is fully executed by the parties. The legal rights and obligations of each party shall at that time be only those rights and obligations which are set forth in such fully executed agreement.

5. Rights of MFPD

5.1. MFPD Rights

MFPD reserves the right to:

- Make the selection based on its sole discretion and that it deems to be in the best interest of MFPD.
- Reject any and all bids
- Issue subsequent Requests for Bids
- Postpone opening bids, if necessary, for any reason
- Remedy errors in the ITB process
- Approve or disapprove the use of particular subcontractors
- Negotiate with any, all, or none of the Bidders
- Accept other than the lowest offer
- Waive informalities and irregularities in the bids
- Enter into an agreement with another Bidder in the event the originally selected Bidder defaults or fails to execute an agreement with MFPD

Exhibit A

SCOPE OF WORK

The intent of this scope of work for the removal and replacement of the roof system at 1257 East Valley Road is to provide for a complete, long-lasting roof system that will perform as intended for the MFPD. If there are any gaps in the following scope details, it is expected that Bidder will include and call out the necessary scope to accomplish the stated end result or raise any questions or concerns by the deadline for Bidder questions. Bidder to provide as follows:

- Provide permit from Santa Barbara County Building Department
- Remove and dispose of all roofing system materials, including: shingles, underlayment, sheet metal, flashings, etc down to the wood sheathing
- Inspect wood sheathing and trim for any damage or incorrect installation and notify MFPD of findings
- At existing shingle roofs:
 - Install sweat sheet paper at roof edge perimeter
 - Install 2"x4" pre-painted drip edge metal at roof perimeter
 - Install new pipe flashings at all pipe and vent locations, and 4"x6" roof to wall flashings (add alternate)
 - Install four (4) O'Hagan attic vents (high fire compliant)
 - Install 1 layer of roofing underlayment
 - Install CertainTeed composition shingle starter course at eaves
 - Install CertainTeed Landmark 30-year shingles per manufacturer recommendations using galvanized nails
- At existing flat roofs:
 - Work has already been completed as part of the debris flow repairs. Contractor to tie in shingle roofing to flat roof pvc roofing. Connection will be the responsibility of the current contractor as the last roofing contractor on the roof.
- Install new storm collars
- Flashings and collars to be galvanized
- Paint pipes and flashings to match the roof
- Clean gutters
- Installed roofing system must comply with high-fire code requirements

Exhibit B

BIDDER'S STATEMENT OF QUALIFICATIONS

Name of Bidder: PUEBLO CONSTRUCTION INC.

Address of Principal Office: 232 ANACAPA STREET - SUITE 2D
SANTA BARBARA, CA. 93101

1. Organization structure: individual , a partnership , a corporation , an LLC or a joint venture (Check as applicable)

2. Are you registered as a contractor or subcontractor with the California Department of Industrial Relations? YES

Registration No.: 100000/130 Registration Expiration Date: 5/26/24

BIDDER MUST SUBMIT PROOF OF CONTRACTOR REGISTRATION WITH THE DIR IN THE FORM OF A HARD COPY OF THE RELEVANT PAGE OF THE DIR'S DATABASE FOUND AT:

<https://efiling.dir.ca.gov/PWCR/Search>

3. How many years has your organization been in business as a Contractor under your present business name? _____

4. Organization years of experience with work similar to this project? 35. Experience with Public Agencies? 35

5. On a separate sheet, provide examples of three (3) projects of similar type, size, scope, and complexity. For each Project, briefly describe the following (each project and its description shall not exceed one page):

- A description of project and services provided by your firm
- Location
- Year completed
- Project cost
- Provide reference information, including contact information, for the Project owner, the owner's representative, and the Architect. Briefly describe each reference's role and responsibility and everyday interaction with your project team

6. Provide a statement about your firm and your team relative to the expertise and experience of the construction firm and key personnel that will likely be involved in the project. In addition, it would be helpful to know what tasks each key personnel will be responsible for as the project progresses.

PEDRO CUEVAS - OWNER / PROJECT MANAGER - 35+ YEARS EXPERIENCE
SHAWW BAHRE - PROJECT MANAGER - 35 YEARS EXPERIENCE
DAN GEORGE - PROJECT ENGINEER - 45+ YEARS EXPERIENCE

7. Provide a description of the firm's past experience with, and protocols for, pre-construction plan review and value engineering.

PREBID HAS BEEN PERFORMING PREVAILING WAGE CONSTRUCTION PROJECTS SINCE 1988.

8. Have you, your organization, or any officer or partner thereof, not completed a contract for any reason, including instances when your organization did not complete a contract due to termination or dispute between the parties? NO

If yes, please provide details (use additional sheets if necessary).

9. Is your organization involved in any dispute resolution processes, including claims or litigation pending against your organization or initiated by your organization? NO

If yes, please provide details (use additional sheets if necessary).

10. Has your organization been involved in any bankruptcy or insolvency proceedings in the last ten years? NO

If yes, please provide details (use additional sheets if necessary).

The undersigned bidder represents and warrants that the foregoing information is true and accurate.



12/20/23

Signature of Bidder

Date

SHAWW BAHRE - PROJECT MANAGER

Name/Title

SPEC SUMMARY

EXHIBIT C

1257 East Valley Road - Roof Replacement

TRADE	MANUFACTURER	MODEL	MATERIAL	COLOR	DESCRIPTION
Roofing					
EXTERIOR					
Sloped Roof	Certain Teed	Landmark Series	Asphalt Comp Shingle	Resawn Shake	To match roofs on 1255 and 1259 East Valley Rd (all MFPD properties)
Flat Roof					Previously installed - N/A

EXHIBIT D

MONTECITO FIRE PROTECTION DISTRICT CONSTRUCTION CONTRACT

Date of contract:
Contract No:
Name of Contractor:
Address:

Project description:

This Construction Contract ("Contract") is made and entered into as of this ____ day of _____, by and between the Montecito Fire Protection District, a Fire Protection District ("District") and the above-named contractor ("Contractor"), for the construction of the project described herein.

NOW, THEREFORE, the Parties hereto agree as follows:

1. Type of Contract

This Contract is a firm-fixed price contract.

2. Contract Price

Contractor shall perform the work described in this Contract and the other Contract Documents, as described below (the "Work"), and the District shall pay the Contractor, in full payment for said Work, subject to any additions or deductions as provided in the Contract Documents, and including all applicable taxes and costs the sum of: \$_____.

3. Payment Schedule

All payments required to be made under the terms of this Contract shall be made as set forth in the contract documents attached hereto.

4. Scope of Services

The Contractor shall perform all the Work within the time stipulated in the Contract Documents, and shall provide all labor, materials, tools, equipment, apparatus, and facilities necessary to, and shall perform and complete in a good, safe and workmanlike manner, the Work set forth in the Contract Documents with regard to the project ("Project"). Should the scope of services be modified or changes made by the District, the Contractor shall provide a change order to the District identifying costs or credits as appropriate, including profit and overhead per the percentage identified in the "Contract Documents", with all related back up to support the change order amount.

EXHIBIT D

5. Contract Documents

The full contract between the parties is set forth in the "Contract Documents," which consist of this Contract and the other documents identified in this Article 5 below. Together, these form the entire Contract between Owner and Contractor, and by this reference these Contract Documents are fully incorporated herein. Any previously existing contract or understanding concerning the Work contemplated by the Contract Documents is hereby revoked.

The complete Contract consists of all the following (collectively, the "Contract Documents"), which are specifically incorporated herein by reference:

- a. This Contract.
- b. Invitation to Bid.
- c. Contractor's Response to Invitation to Bid.
- d. Specifications.
- e. Plans.
- f. All applicable wage determinations, safety and health regulations, non-discrimination provisions, labor standards, and requirements.

In the event of any perceived conflict or inconsistency, the Contract Documents shall be interpreted in the order of priority set forth herein.

6. Indemnity

Contractor agrees to indemnify, hold harmless and defend District and every officer, employee, representative or agent of District, from any and all liability, claims, demands, actions, damages (whether in contract or tort, including personal injury, death at any time, or property damage), costs and financial loss, including all costs and expenses and fees of litigation or arbitration, that arise directly or indirectly from any acts or omissions related to this Contract performed by Contractor or its agents, employees, subcontractors and other persons acting on Contractor's behalf. This agreement to indemnify, hold harmless and defend shall apply whether such acts or omissions are the product of active negligence, passive negligence, willfulness or acts for which Contractor or its agents, subcontractors and other persons acting on Contractor's behalf would be held strictly liable.

7. Insurance

a. Before beginning the performance of the work, Contractor shall purchase and maintain insurance to protect Contractor and District from claims: (i) arising from Contractor's operations under the contract by the Contractor, a subcontractor or anyone employed by them, or anyone for whose acts any of them may be liable; (ii) under workers' compensation, disability benefits and other similar benefit acts; (iii) for damages because of bodily injury, occupational sickness, or disease, or death of the Contractor's employees, or persons other than the Contractor's employees; (iv) for

EXHIBIT D

damages insured by usual personal injury liability coverage sustained by a person as a result of an offence related to employment of such person by the Contractor, or other persons; (v) for damages, other than the work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom; (vi) for damages because of bodily injury, death of a person or property damage arising from ownership, maintenance or use of a motor vehicle; (vii) involving contractual liability insurance applicable to the Contractor's obligations; and (viii) for damage to work in progress.

(b) The insurance required shall be written for not less than limits of liability specified in the Contract Documents or required by law, whichever is greater. The insurance shall be purchased from companies authorized to do business in the jurisdiction where the project is located. Coverages shall be written on an occurrence basis without interruption from the date of commencement of the work until date of final payment or until termination of coverage required to be maintained after final payment. District, its officers, agents and employees shall be named as additional insured.

(c) Certificates of insurance executed by the carrier(s) and acceptable to District and copies of the policy shall be filed with District prior to the commencement of the work. The Certificates and the insurance policies shall provide the policies will not be canceled or allowed to expire until at least thirty days prior written notice has been given to District. If the insurance coverages are required to remain in force after final payment and are reasonably available, an additional certificate evidencing continuation of such coverage shall be submitted with the final application for payment. Information concerning reduction of coverage shall be furnished by the Contractor with reasonable promptness in accordance with the Contractor's information and belief.

(d) Contractor shall require each subcontractor to maintain policies of insurance covering the hazardous, and under the conditions, mentioned above and having District, its officers, agents, volunteers and employees as additional insurers. Copies of the subcontractor's certificates of insurance and policies shall be filed with District.

8. Time for Performance

The time limit for the completion of the Work is set forth in the Contract Documents and shall begin upon District issuing a notice to proceed ("Notice to Proceed"), subject to extension as provided in the General Conditions.

Contractor will not perform any Work until the District issues the Notice to Proceed. Work will be completed within the time limit specified above and in the Notice to Proceed.

9. Compliance with Laws.

Contractor shall comply with all laws relating to the Work.

EXHIBIT D

10. Headings and Titles

All headings and titles set forth in this Contract are intended for convenience only, and are not intended, and shall not be construed, to enlarge, restrict, limit or affect in any way the construction, meaning, or application of the provisions thereunder, or under any other heading or title.

11. Severability

The invalidity of any provision of this Contract shall not affect the validity of any other provision, and all other provisions shall remain in full force and effect.

12. Acknowledgement

The Contractor by signing hereunder acknowledges that it has reviewed all of the Contract Documents described herein and agrees with the requirements, conditions and covenants contained therein.

**MONTECITO FIRE PROTECTION
DISTRICT**

David Neels, Fire Chief



Construction Proposal
12/20/23

Contractor: Pueblo Construction - Attn: Shawn Bahre
 Customer: Montecito Fire Protection District. Attn: Dan Underwood
 Address: 1257 East Valley Road, Montecito, CA
 Description: Remove and replace existing asphalt shingle roofing.

Item	Description of Work	Unit	Qty.	Material Cost		Labor Cost		Other Direct Cost	Sub Total
				Unit \$	Sub Total	Rate	Sub Total		
01	Architectural & Engineering (NOT INCLUDED)								NOT INCLUDED
02	Project Management/Quality Control / Documentation					104.00	832.00		\$832.00
03	Deputy Inspection (NOT INCLUDED)								N/A
04	SWPPP (NOT INCLUDED)								N/A
05	Submittals / Documentation / Administration								Included
06	Trash disposal								\$1,200.00
07	Site Safety and Pedestrian Traffic Controls								Included
ROOF REMOVAL AND RE-INSTALLATION									
8	Pull permit with Santa Barbara County Building Department. Mobilize site and set up fall protection and dust control as required.	LS	1	200.00	200.00	97.13	388.52		\$588.52
9	Remove existing asphalt shingle roofing, underlayment and metal flashings as required. Inspect for wood damage. Damaged lumber will be replaced as a change order on a time and material basis.	LS	1	200.00	200.00	97.13	5,439.28		\$5,639.28
10	Furnish and install new underlayment, flashing and asphalt shingles in accordance with the bid documents. Tie in new shingle roofing with existing single ply roofing. Touch up paint as required. Work to be performed in accordance with Exhibit A - Scope Of Work.	LS	1	1,985.82	1,985.82	97.13	3,108.16		\$5,093.98
11	Remove all construction debris and leave site clean.					97.13	194.26		\$194.26
TOTAL									\$13,548.04
Overhead 10%									\$1,354.80
Subtotal									\$14,902.84
Profit 10%									\$1,490.28
Total Cost									\$16,393.13

Special Provisions:

1. Only items listed in the bid above are included in the bid.
2. Cost does not include new plywood decking. Bid is based on there being solid decking existing on the residence.
3. No plumbing, cable, carpentry or electrical work is included in bid.
4. Dry rot, termite damage and any wood replars will be repaired separately on a time and material basis.
5. Bid is based on Santa Barbara County Prevailing Wages. Pricing is good for 120 days.

Shawn Bahre
 Pueblo Construction
 Shawn Bahre

12/20/23

ROOF PROJECTS PREQUALIFICATION QUESTIONNAIRE

CONTRACTOR PROJECT REFERENCES

Pueblo Construction, Inc.
232 Anacapa St., Ste. 2-D, Santa Barbara, CA 93101
Project No. 1

a. Project Name	Washington Elementary School Roofing Replacement
b. Location	290 Lighthouse Rd. Santa Barbara CA
c. Owner	Santa Barbara Unified School District
d. Owner Contact (name and current phone number)	Brett Coulter bcoulter@sbunified.org 805.963.4338 x6220
e. Architect or Engineer Name	Robert Robles Architecture
f. Architect or Engineer Contact (name and current phone number)	Robert Robles P 805.382.6700 F805.382.6765 rr@robertroblesarch.com
g. Construction Manager (name and current phone number)	Brett Coulter bcoulter@sbunified.org 805.963.4338 x6220
h. Description of Project, Scope of Work Performed	Alterations to existing school buildings A, B, C, D, E, that shall consist of, but are not limited to, the following: 1. Reroofing (full roofing replacement). 2. Replacement of skylights made necessary by the reroofing work. 3. Rough carpentry, patching & repairs associated with and made necessary by the roofing work. 4. Incidental electrical work, associated with and made necessary by the reroofing work.
i. Initial Contract Value (at time of bid award)	\$3,150,672.26
j. Final Cost of Construction (including change orders)	\$3,178,060.68
k. Original Scheduled Completion Date	9/16/2023
l. Time Extensions Granted (number of days)	Added scope due to dry rott and only able to complete work on weekends after school was back in session
m. Actual Date of Completion	10/7/23
n. Number and amount of Stop Notices or Mechanic's Liens filed	None.
o. Amount of liquidated damages assessed against Contractor	None.
p. Nature and resolution of any claim, lawsuit, and/or arbitration between Contractor and the Owner	None.
q. Role of Contractor on this Project	General Contractor

ROOF PROJECTS PREQUALIFICATION QUESTIONNAIRE

CONTRACTOR PROJECT REFERENCES

Pueblo Construction, Inc.
232 Anacapa St., Ste. 2-D, Santa Barbara, CA 93101
Project No. 2

a. Project Name	Cal Poly Building 19 Renovaion & Sitework
b. Location	1 Grand Ave. San Luis Obispo Ca 93407
c. Owner	Trustees of the CSU CA Polytechnic State University
d. Owner Contact (name and current phone number)	Al Cruse 805.756.2524 alcruse@calpoly.edu
e. Architect or Engineer Name	Pfeiffer Architecture & Planning
f. Architect or Engineer Contact (name and current phone number)	S Murphy 213.624.2775 smurphy@pfeifferpartners.com
g. Construction Manager (name and current phone number)	GC: Ken Kolegraff 805.458.3857 kkolegraff@specialtyconstruction.com
h. Description of Project, Scope of Work Performed	Scope includes the following as discussed through preconstruction: Installation of PVC Membrane fully adhered to densdeck roof over Building 19A & 19. Insulation directly over metal roof, fully fastened with fasteners in lieu of adhesive, with roof cover board over insulation, and PVC membrane over roof coverboard. All components listed herein shall match those identified in the specifications and Contract Documents.
i. Initial Contract Value (at time of bid award)	\$727,651.00
j. Final Cost of Construction (including change orders)	\$886,442.00
k. Original Scheduled Completion Date	06/30/2023
l. Time Extensions Granted (number of days)	N/A
m. Actual Date of Completion	06/30/2023
n. Number and amount of Stop Notices or Mechanic's Liens filed	None.
o. Amount of liquidated damages assessed against Contractor	None.
p. Nature and resolution of any claim, lawsuit, and/or arbitration between Contractor and the Owner	None.
q. Role of Contractor on this Project	Sub for the Roofing

ROOF PROJECTS PREQUALIFICATION QUESTIONNAIRE

CONTRACTOR PROJECT REFERENCES

Pueblo Construction, Inc.
232 Anacapa St., Ste. 2-D, Santa Barbara, CA 93101
Project No. 3


a. Project Name	University 4th Floor Roof Replacement Bldg 525
b. Location	UCSB Building 525
c. Owner	University of California Santa Barbara
d. Owner Contact (name and current phone number)	James Gonzales james.gonzales@ucsb.edu 805.451.9307
e. Architect or Engineer Name	19six Architects
f. Architect or Engineer Contact (name and current phone number)	Rosa Alvarado 805.963.1955 ralvarado@19six.com
g. Construction Manager (name and current phone number)	James Gonzales james.gonzales@ucsb.edu 805.451.9307
h. Description of Project, Scope of Work Performed	Provide all labor, materials, equipment, tools, transportation, insurance and services reasonably required to replace approximately 26,100 sf of the existing roofing system with a new roof system at the University Library Building 525 on the UCSB main campus. Contractor shall remove existing roofing system, inclusive of roofing membrane; roofing ballast; roofing insulation; metal or membrane roof flashing accessories; remove existing window-washing eye-hole hook supports at library roof; and remove existing two (2) roof hatches on the library roof, as described in the Construction Documents. The Contractor will provide a new membrane roofing system, inclusive of tapered insulation; gypsum cover board; roofing membrane; metal and/or membrane roof flashing accessories; providing and installing structural roof infill at the locations of two (2) removed roof hatches on the library roof; and providing and installing a new OSHA compliant metal maintenance stair.
i. Initial Contract Value (at time of bid award)	\$817,358.13
j. Final Cost of Construction (including change orders)	\$889,765.67
k. Original Scheduled Completion Date	12/14/2022
l. Time Extensions Granted (number of days)	N/A
m. Actual Date of Completion	12/06/2022
n. Number and amount of Stop Notices or Mechanic's Liens filed	None.
o. Amount of liquidated damages assessed against Contractor	None.
p. Nature and resolution of any claim, lawsuit, and/or arbitration between Contractor and the Owner	None.
q. Role of Contractor on this Project	General Contractor



ROOFING PROPOSAL

The Refurbished Home | 1257 East Valley Road, Santa Barbara, CA 93108
(209)585-8792 **LICENSE NO. 1105091 | DIR NO. PW-LR-1001084207**

Bid will remain valid for 120 days

ATTENTION:
 Anthony Hudley/Dan Underwood
ESTIMATE NO
 Proposal 1
DATE
 12/15/2023
ADDRESS
 595 San Ysidro Road
CITY/STATE/ZIP
 Santa Barbara, CA 93108
PHONE
 (805) 969-7762
E-MAIL
 cgeobanni@premierroofers.net


QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	underlayment	\$207.00	\$207.00
25	drip edge flashing	\$15.00	\$375.00
2	ice/water shield	\$186.00	\$372.00
2	starter shingle	\$76.00	\$152.00
4	valley	\$45.00	\$180.00
28	roofing shingle	\$58.00	\$1,624.00
6	hip/ridge shingle	\$92.00	\$552.00
2	round cap nails	\$32.00	\$64.00
2	coil nails	\$70.00	\$140.00
5	pipe flashings	\$20.00	\$100.00
4	step flashings	\$22.00	\$88.00
4	ohagin vent	\$40.00	\$160.00
2	white mastic	\$85.00	\$170.00
2	black mastic	\$85.00	\$170.00
1	flashing sealants	\$300.00	\$300.00
5	spray paint cans	\$20.00	\$100.00
1	trash disposal	\$500.00	\$500.00
	5 YEAR WORKMANSHIP WARRANTY		
	30 YEAR MANUFACTURER WARRANTY		
CONFIRMATION:	Premier Roofing LLC understands and is in full compliance with the scope of work and steps necessary to complete the project. (Exhibit A,C,D)		

SALESPERSON
 Geobanni Corona
PROJECT
 roof removal/replacement
PREPARED BY:
 Geobanni Corona

SCOPE OF WORK	SUBTOTAL	\$5,254.00
ATTENTION	TAX RATE	8.63%
Remove and dispose old roofing materials, leaving roof down to the wood sheathing. Inspect and replace wood sheathing accordingly. Begin installing underlayment using round cap nails. Follow up with drip edge flashing and Ice/Water Shield in perimeter and valleys. Install starter shingles in perimeter and proceed with roofing shingles using coil nails. Install valleys, vents and pipe flashings (I&W shield/black mastic), step	SALES TAX	\$453.42
STATEMENT: !Premier Roofing LLC and any of its employees are free of any conflict of interest!	LABOR	\$17,100.00
	TOTAL	\$22,807.42

Set up a caution tape barricade to notify passerby of overhead work.

flashings. Install hip/ridge shingles. Seal tie-in areas with elastomeric (white) mastic and (black) mastic. Clean roof of any debris, clean gutters and downspouts. Housekeeping on the ground and leave no trash, run wheel magnet to insure the removal of all roofing nails. Do final job walk!

AUTHORIZED REP

DATE

12/15/23

Agenda

Item #9

Attachment

A

Variance Report
Finance Committee - January 16, 2024

Report	Line Item	Variance Explanation
1 Balance Sheet	0130	Funds held with the rental property management company.
2 Balance Sheet	0240	Interest due from the County for funds held in the SB County Treasury account.
3 Balance Sheet	1210	The Accounts Payable balance reflect expenses entered by month-end where payment was disbursed in the next month.
4 Balance Sheet	1331	Funds due to CalOES/FEMA as part of the SCE escrow funds settlement. We are working with CalOES to close out the liability.
5 Balance Sheet	2130	Fund Balance - Committed maintains the District's Catastrophic and Economic Uncertainties reserve balances of \$8,565,000 (updated 10/1/23).
6 Balance Sheet	3652/0550	The deposit is for the new Type 1 engine that is being built. Delivery is expected this March.
7 Financial Status	Taxes	Property tax revenue is in line with past years - we expect to collect about 55% of total budgeted revenue by December month-end.
8 Financial Status	3750 & 4476	Fire assignment revenue for State and Federal is budgeted for \$2 million total. Earned revenue through December 31st is \$1.23 million as shown in the Mutual Aid Billing Detail report.
9 Financial Status	5780	This amount is the insurance proceed budgeted for the Station 92 fire damage claim. The final settlement is still pending.
10 Financial Status	5894	A second disbursement for the Thomas Fire/Debris Flow Settlement - Escrow was received. A portion of these funds will likely go back to CalOES/FEMA, but at this point, that amount is unknown.
11 Financial Status	Total Revenues	Year to date revenues are \$13,992,000, or 53.69% of total expected revenues for the year.
12 Financial Status	6300 & 6310	OT and OT-Constant Staffing budgets will be combined to account 6300 for a total of \$1,650,000 when the Country transitions to the new Workday accounting system (going live date is TBD). Currently all non-fire assignment OT expenses are in line 6300.
13 Financial Status	7546	Property tax collection fee due to the County of Santa Barbara. Payment will be processed in May.
14 Financial Status	3653/5780	The final settlement for the rental properties is still pending.

Variance Report
Finance Committee - January 16, 2024

Report	Line Item	Variance Explanation
15 Financial Trend	3380	Investment returns from the County Treasury Pool are significantly better than in past years, resulting in higher year-to-date interest income. The County reported an annualized return of 2.196% on September 30, 2023.
16 Expenditure Trend	6400	Retirement contributions in December included 3 payroll periods and the annual Replacement Benefit Fund payment.
17 Expenditure Trend	6600	The health insurance contribution in November is higher than average because it includes the health insurance premium for the month of December.
18 Expenditure Trend	7760	Utilities expense in December is higher than average because it includes the annual property tax fixed charges for all three properties.

Balance Sheet

January 22, 2024 - Report As of 12/31/2023

Accounting Period: CLOSED

Selection Criteria: Fund = 3650

Layout Options: Summarized By = Fund; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

	Beginning Balance 7/1/2023	Year-To-Date Debits	Year-To-Date Credits	Ending Balance 12/31/2023
Assets & Other Debits				
Assets				
0110 -- Cash in Treasury	13,304,669.07	15,049,559.77	11,911,120.57	16,443,108.27
0120 -- Imprest Cash	500.00	0.00	0.00	500.00
0130 -- Cash with Fiscal Agents	29,510.68	0.00	0.00	29,510.68 1
0230 -- Accounts Receivable	172,686.00	0.00	172,686.00	0.00
0240 -- Interest Receivable	82,153.88	114,001.05	139,854.36	56,300.57 2
Total Assets	13,589,519.63	15,163,560.82	12,223,660.93	16,529,419.52
Total Assets & Other Debits	13,589,519.63	15,163,560.82	12,223,660.93	16,529,419.52
Liabilities, Equity & Other Credits				
Liabilities				
1010 -- Warrants Payable	0.00	613,400.55	613,400.55	0.00
1015 -- EFT Payable	4,789.08	4,356,682.74	4,351,893.66	0.00
1020 -- Salaries & Benefits Payable	33,706.00	33,706.00	0.00	0.00
1210 -- Accounts Payable	107,125.95	4,965,708.38	5,047,300.82	188,718.39 3
1240 -- Accrued Expenses	24,997.00	24,997.00	0.00	0.00
1331 -- Due To Other Governments	2,036,252.25	0.00	0.00	2,036,252.25 4
1400 -- Deposits	500.00	0.00	0.00	500.00
1730 -- Unidentified Deposits	0.00	989,993.59	989,993.59	0.00
Total Liabilities	2,207,370.28	10,984,488.26	11,002,588.62	2,225,470.64
Equity				
2130 -- Fund Balance-Committed	7,965,500.00	0.00	600,000.00	8,565,500.00 5
2200 -- Fund Balance-Residual	3,416,649.35	39,883,896.28	42,205,695.81	5,738,448.88
Total Equity	11,382,149.35	39,883,896.28	42,805,695.81	14,303,948.88
Total Liabilities, Equity & Other Credits	13,589,519.63	50,868,384.54	53,808,284.43	16,529,419.52

Balance Sheet

Selection Criteria: Fund = 3652, 3653

Layout Options: Summarized By = Fund; Page Break At = Fund

Fund 3652 -- Montecito Fire Cap Outlay Res

	Beginning Balance 7/1/2023	Year-To-Date Debits	Year-To-Date Credits	Ending Balance 12/31/2023
Assets & Other Debits				
Assets				
0110 -- Cash in Treasury	3,037,168.96	36,795.75	63,101.64	3,010,863.07
0240 -- Interest Receivable	13,502.96	34,609.97	30,395.75	17,717.18
0550 -- Deposits with Others	852,240.00	0.00	0.00	852,240.00 6
Total Assets	3,902,911.92	71,405.72	93,497.39	3,880,820.25
Total Assets & Other Debits	3,902,911.92	71,405.72	93,497.39	3,880,820.25
Liabilities, Equity & Other Credits				
Liabilities				
1015 -- EFT Payable	0.00	63,101.64	63,101.64	0.00
1210 -- Accounts Payable	0.00	63,101.64	63,101.64	0.00
1730 -- Unidentified Deposits	0.00	6,400.00	6,400.00	0.00
Total Liabilities	0.00	132,603.28	132,603.28	0.00
Equity				
2110 -- Fund Balance-Nonspendable	852,240.00	0.00	0.00	852,240.00 6
2140 -- Fund Balance-Assigned	2,572,999.45	0.00	0.00	2,572,999.45
2200 -- Fund Balance-Residual	477,672.47	1,233,341.64	1,211,249.97	455,580.80
Total Equity	3,902,911.92	1,233,341.64	1,211,249.97	3,880,820.25
Total Liabilities, Equity & Other Credits	3,902,911.92	1,365,944.92	1,343,853.25	3,880,820.25

Balance Sheet

Selection Criteria: Fund = 3652, 3653

Layout Options: Summarized By = Fund; Page Break At = Fund

Fund 3653 -- Montecito Fire Land & Building

	Beginning Balance 7/1/2023	Year-To-Date Debits	Year-To-Date Credits	Ending Balance 12/31/2023
Assets & Other Debits				
Assets				
0110 -- Cash in Treasury	3,383,557.71	29,808.45	241,369.81	3,171,996.35
0240 -- Interest Receivable	11,414.16	36,887.88	29,808.45	18,493.59
Total Assets	3,394,971.87	66,696.33	271,178.26	3,190,489.94
Total Assets & Other Debits	3,394,971.87	66,696.33	271,178.26	3,190,489.94
Liabilities, Equity & Other Credits				
Liabilities				
1010 -- Warrants Payable	0.00	37,353.41	37,353.41	0.00
1015 -- EFT Payable	0.00	204,016.40	204,016.40	0.00
1210 -- Accounts Payable	46,706.85	241,369.81	194,662.96	0.00
1240 -- Accrued Expenses	585.00	585.00	0.00	0.00
Total Liabilities	47,291.85	483,324.62	436,032.77	0.00
Equity				
2140 -- Fund Balance-Assigned	3,163,528.52	0.00	0.00	3,163,528.52
2200 -- Fund Balance-Residual	184,151.50	1,977,532.01	1,820,341.93	26,961.42
Total Equity	3,347,680.02	1,977,532.01	1,820,341.93	3,190,489.94
Total Liabilities, Equity & Other Credits	3,394,971.87	2,460,856.63	2,256,374.70	3,190,489.94

Financial Status

January 21, 2024 / 2023 (50% Elapsed)
 Accounting Period: CLOSED

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	12/31/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
Revenues				
Taxes				
3010 -- Property Tax-Current Secured	21,883,000.00	11,997,034.78	-9,885,965.22	54.82 %
3011 -- Property Tax-Unitary	209,000.00	107.53	-208,892.47	0.05 %
3015 -- PT PY Corr/Escapes Secured	0.00	23,980.04	23,980.04	--
3020 -- Property Tax-Current Unsecd	704,000.00	791,862.55	87,862.55	112.48 %
3023 -- PT PY Corr/Escapes Unsecured	0.00	21,486.90	21,486.90	--
3040 -- Property Tax-Prior Secured	0.00	-3,797.04	-3,797.04	--
3050 -- Property Tax-Prior Unsecured	15,000.00	20,638.55	5,638.55	137.59 %
3054 -- Supplemental Pty Tax-Current	602,000.00	123,628.71	-478,371.29	20.54 %
3056 -- Supplemental Pty Tax-Prior	0.00	3,479.48	3,479.48	--
Taxes	23,413,000.00	12,978,421.50	-10,434,578.50	55.43 % 7
Fines, Forfeitures, and Penalties				
3057 -- PT-506 Int, 480 CIOS/CIC Pen	0.00	1,532.29	1,532.29	--
Fines, Forfeitures, and Penalties	0.00	1,532.29	1,532.29	--
Use of Money and Property				
3380 -- Interest Income	145,000.00	114,001.05	-30,998.95	78.62 %
3409 -- Other Rental of Bldgs and Land	60,000.00	0.00	-60,000.00	0.00 %
Use of Money and Property	205,000.00	114,001.05	-90,998.95	55.61 %
Intergovernmental Revenue-State				
3750 -- State-Emergency Assistance	1,000,000.00	87,625.01	-912,374.99	8.76 % 8
4220 -- Homeowners Property Tax Relief	77,000.00	37,903.03	-39,096.97	49.22 %
4310 -- State Grant	0.00	-0.36	-0.36	--
Intergovernmental Revenue-State	1,077,000.00	125,527.68	-951,472.32	11.66 %
Intergovernmental Revenue-Federal				
4476 -- Federal Emergency Assistance	1,000,000.00	514,603.72	-485,396.28	51.46 % 8

Financial Status

January 21, 2024 / 2023 (50% Elapsed)
 Accounting Period: CLOSED

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	12/31/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
Intergovernmental Revenue-Federal	1,000,000.00	514,603.72	-485,396.28	51.46 %
Charges for Services				
5105 -- Reimb for District Services	228,000.00	83,729.26	-144,270.74	36.72 %
Charges for Services	228,000.00	83,729.26	-144,270.74	36.72 %
Miscellaneous Revenue				
5780 -- Insurance Proceeds & Recovery	125,000.00	0.00	-125,000.00	0.00 % 9
5894 -- Other-Payment for Damages	0.00	94,797.21	94,797.21	-- 10
5895 -- Other-Donations	0.00	61,000.00	61,000.00	--
5909 -- Other Miscellaneous Revenue	12,000.00	18,392.22	6,392.22	153.27 %
Miscellaneous Revenue	137,000.00	174,189.43	37,189.43	127.15 %
Revenues	26,060,000.00	13,992,004.93	-12,067,995.07	53.69 % 11
Expenditures				
Salaries and Employee Benefits				
6100 -- Regular Salaries	10,252,500.00	4,776,774.64	5,475,725.36	46.59 %
6300 -- Overtime	150,000.00	933,972.76	-783,972.76	622.65 % 12
6301 -- Overtime - Reimbursable	2,000,000.00	747,042.00	1,252,958.00	37.35 %
6310 -- Overtime - Constant Staffing	1,500,000.00	0.00	1,500,000.00	0.00 % 12
6400 -- Retirement Contribution	2,008,000.00	972,921.03	1,035,078.97	48.45 %
6450 -- Supp Retirement Contribution	750,000.00	0.00	750,000.00	0.00 %
6550 -- FICA/Medicare	192,500.00	94,387.57	98,112.43	49.03 %
6600 -- Health Insurance Contrib	2,462,000.00	1,187,017.79	1,274,982.21	48.21 %
6700 -- Unemployment Ins Contribution	5,500.00	173.84	5,326.16	3.16 %
6900 -- Workers Compensation	600,000.00	545,943.92	54,056.08	90.99 %
Salaries and Employee Benefits	19,920,500.00	9,258,233.55	10,662,266.45	46.48 %
Services and Supplies				
7030 -- Clothing and Personal	56,000.00	29,445.61	26,554.39	52.58 %

Financial Status

January 21, 2024 / 2023 (50% Elapsed)
 Accounting Period: CLOSED

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	12/31/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
7050 -- Communications	115,000.00	71,889.39	43,110.61	62.51 %
7060 -- Food	4,500.00	7,001.28	-2,501.28	155.58 %
7070 -- Household Supplies	36,000.00	16,091.85	19,908.15	44.70 %
7090 -- Insurance	110,000.00	108,929.00	1,071.00	99.03 %
7120 -- Equipment Maintenance	50,000.00	14,766.21	35,233.79	29.53 %
7200 -- Structure & Ground Maintenance	259,500.00	192,548.93	66,951.07	74.20 %
7205 -- Fire Defense Zone	300,000.00	131,821.39	168,178.61	43.94 %
7322 -- Consulting & Mgmt Fees	2,500.00	0.00	2,500.00	0.00 %
7324 -- Audit and Accounting Fees	40,000.00	19,765.24	20,234.76	49.41 %
7348 -- Instruments & Equip. < \$5000	96,000.00	48,095.14	47,904.86	50.10 %
7363 -- Equipment Maintenance	140,000.00	61,123.43	78,876.57	43.66 %
7400 -- Medical, Dental and Lab	114,000.00	70,959.74	43,040.26	62.25 %
7430 -- Memberships	16,000.00	11,680.00	4,320.00	73.00 %
7450 -- Office Expense	30,000.00	14,152.26	15,847.74	47.17 %
7456 -- IT Hardware Purchase < \$5K	10,000.00	8,329.22	1,670.78	83.29 %
7460 -- Professional & Special Service	360,000.00	236,569.19	123,430.81	65.71 %
7507 -- ADP Payroll Fees	10,000.00	5,039.49	4,960.51	50.39 %
7510 -- Contractual Services	149,000.00	118,956.03	30,043.97	79.84 %
7530 -- Publications & Legal Notices	6,000.00	380.00	5,620.00	6.33 %
7540 -- Rents/Leases-Equipment	5,500.00	2,231.45	3,268.55	40.57 %
7546 -- Administrative Expense	220,000.00	0.00	220,000.00	0.00 %
7580 -- Rents/Leases-Structure	12,500.00	5,051.52	7,448.48	40.41 %
7630 -- Small Tools & Instruments	11,000.00	1,499.54	9,500.46	13.63 %
7650 -- Special Departmental Expense	40,000.00	20,350.64	19,649.36	50.88 %
7671 -- Special Projects	17,500.00	5,877.60	11,622.40	33.59 %
7730 -- Transportation and Travel	65,000.00	29,714.01	35,285.99	45.71 %
7731 -- Gasoline-Oil-Fuel	90,000.00	31,637.03	58,362.97	35.15 %
7732 -- Training	109,000.00	27,911.83	81,088.17	25.61 %

13

Financial Status

January 21, 2024 / 2023 (50% Elapsed)
 Accounting Period: CLOSED

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	12/31/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
7760 -- Utilities	70,000.00	43,771.67	26,228.33	62.53 %
Services and Supplies	2,545,000.00	1,335,588.69	1,209,411.31	52.48 %
Other Charges				
7830 -- Interest Expense	52,260.00	52,259.00	1.00	100.00 %
Other Charges	52,260.00	52,259.00	1.00	100.00 %
Capital Assets				
8200 -- Structures&Struct Improvements	590,000.00	11,580.00	578,420.00	1.96 %
8300 -- Equipment	722,000.00	412,544.16	309,455.84	57.14 %
Capital Assets	1,312,000.00	424,124.16	887,875.84	32.33 %
Expenditures	23,829,760.00	11,070,205.40	12,759,554.60	46.46 %
Other Financing Sources & Uses				
Other Financing Uses				
7901 -- Oper Trf (Out)	1,250,000.00	0.00	1,250,000.00	0.00 %
7910 -- Long Term Debt Princ Repayment	1,205,700.00	0.00	1,205,700.00	0.00 %
Other Financing Uses	2,455,700.00	0.00	2,455,700.00	0.00 %
Other Financing Sources & Uses	-2,455,700.00	0.00	2,455,700.00	0.00 %
Changes to Fund Balances				
Decrease to Residual Fund Balance				
9601 -- Residual Fund Balance-Inc/Dec	225,460.00	0.00	-225,460.00	0.00 %
Decrease to Residual Fund Balance	225,460.00	0.00	-225,460.00	0.00 %
Changes to Fund Balances	225,460.00	0.00	-225,460.00	0.00 %
Montecito Fire Protection Dist	0.00	2,921,799.53	2,921,799.53	--

Financial Status

January 21, 2024 / 2023 (50% Elapsed)
 Accounting Period: CLOSED

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3652 -- Montecito Fire Cap Outlay Res

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	12/31/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
Revenues				
Use of Money and Property				
3380 -- Interest Income	30,000.00	34,609.97	4,609.97	115.37 %
Use of Money and Property	30,000.00	34,609.97	4,609.97	115.37 %
Revenues	30,000.00	34,609.97	4,609.97	115.37 %
Expenditures				
Capital Assets				
8300 -- Equipment	1,170,240.00	63,101.64	1,107,138.36	5.39 %
Capital Assets	1,170,240.00	63,101.64	1,107,138.36	5.39 %
Expenditures	1,170,240.00	63,101.64	1,107,138.36	5.39 %
Other Financing Sources & Uses				
Other Financing Sources				
5910 -- Oper Trf (In)-General Fund	250,000.00	0.00	-250,000.00	0.00 %
5919 -- Sale Capital Assets-Prsnl Prop	0.00	6,400.00	6,400.00	--
Other Financing Sources	250,000.00	6,400.00	-243,600.00	2.56 %
Other Financing Sources & Uses	250,000.00	6,400.00	-243,600.00	2.56 %
Changes to Fund Balances				
Decrease to Assigned				
9901 -- Purpose of Fund	890,240.00	0.00	-890,240.00	0.00 %
Decrease to Assigned	890,240.00	0.00	-890,240.00	0.00 %
Changes to Fund Balances	890,240.00	0.00	-890,240.00	0.00 %
Montecito Fire Cap Outlay Res	0.00	-22,091.67	-22,091.67	--

Financial Status

January 21, 2024 / 2023 (50% elapsed)
 Accounting Period: CLOSED

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3653 -- Montecito Fire Land & Building

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	12/31/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
Revenues				
Use of Money and Property				
3380 -- Interest Income	30,000.00	36,887.88	6,887.88	122.96 %
Use of Money and Property	30,000.00	36,887.88	6,887.88	122.96 %
Miscellaneous Revenue				
5780 -- Insurance Proceeds & Recovery	750,000.00	0.00	-750,000.00	0.00 %
Miscellaneous Revenue	750,000.00	0.00	-750,000.00	0.00 %
Revenues	780,000.00	36,887.88	-743,112.12	4.73 %
Expenditures				
Services and Supplies				
7460 -- Professional & Special Service	500,000.00	9,435.50	490,564.50	1.89 %
Services and Supplies	500,000.00	9,435.50	490,564.50	1.89 %
Capital Assets				
8200 -- Structures&Struct Improvements	529,500.00	184,642.46	344,857.54	34.87 %
Capital Assets	529,500.00	184,642.46	344,857.54	34.87 %
Expenditures	1,029,500.00	194,077.96	835,422.04	18.85 %
Other Financing Sources & Uses				
Other Financing Sources				
5910 -- Oper Trf (In)-General Fund	1,000,000.00	0.00	-1,000,000.00	0.00 %
Other Financing Sources	1,000,000.00	0.00	-1,000,000.00	0.00 %
Other Financing Sources & Uses	1,000,000.00	0.00	-1,000,000.00	0.00 %
Changes to Fund Balances				
Increase to Assigned				
9901 -- Purpose of Fund	750,500.00	0.00	750,500.00	0.00 %

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Financial Status

January 21, 2024 / 2023 (50% elapsed)
 Accounting Period: CLOSED

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3653 -- Montecito Fire Land & Building

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	12/31/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
Increase to Assigned	750,500.00	0.00	750,500.00	0.00 %
Changes to Fund Balances	-750,500.00	0.00	750,500.00	0.00 %
Montecito Fire Land & Building	0.00	-157,190.08	-157,190.08	--
Net Financial Impact	0.00	2,742,517.78	2,742,517.78	--

Revenue Transactions

January 22, 2024 - Regular Pg 225
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Document	Post On	Dept	Description	Amount
Line Item Account 3010 -- Property Tax-Current Secured				
AUT - PT03824	11/8/2023	894	EST 2023SEC 1% Collections 10-1 to 11-8-23 (3010)	2,983,914.66
AUT - PT03887	12/15/2023	894	EST 2023SEC 1% Collections 11-9 to 12-15-23 (3010)	9,026,726.44
Total Property Tax-Current Secured				12,010,641.10
Line Item Account 3380 -- Interest Income				
AUT - INTACCR	12/31/2023	894	INTEREST APPORTIONMENT ACCRUAL	56,300.57
Total Interest Income				56,300.57
Line Item Account 3750 -- State-Emergency Assistance				
DJE - 0173675	12/1/2023	894	Rabbit Fire, 7/14-7/19/23	74,907.06
DJE - 0173675	12/1/2023	894	Bonny Fire, 7/29-8/1/23	30,362.07
Total State-Emergency Assistance				105,269.13
Line Item Account 4220 -- Homeowners Property Tax Relief				
AUT - PT03827	11/30/2023	894	2023/24 HOE 1% and Bond Appmt- 15% (4220)	11,370.91
AUT - PT03892	12/29/2023	894	2023-24 HOE 1% and Bond Appmt- 35% (4220)	26,532.12
Total Homeowners Property Tax Relief				37,903.03
Line Item Account 4476 -- Federal Emergency Assistance				
DJE - 0171945	11/6/2023	894	ONCC Support Pre-position, 815-8/16/23	2,943.72
DJE - 0172548	11/28/2023	894	York Fire, 07/31-08/07/23	21,815.95
DJE - 0173570	12/14/2023	894	Happy Camp Complex, 8/19-9/10/23	80,134.40
DJE - 0173572	12/19/2023	894	Smith River Complex, 8/22-9/8/23	200,117.06
DJE - 0173573	12/21/2023	894	LPF Fire Support, 10/11-10/14/23	11,532.67
DJE - 0173573	12/21/2023	894	LPF Fire Support, 11/13-11/17/23	8,279.64
DJE - 0173573	12/21/2023	894	LPF Fire Support, 7/16-7/18/23	7,972.56
DJE - 0173573	12/21/2023	894	LPF Fire Support, 8/28-8/31/23	6,050.90
DJE - 0173678	12/29/2023	894	Chilcoot Fire, 8/30-9/11/23	32,253.61
Total Federal Emergency Assistance				371,100.51

Revenue Transactions

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Document	Post On	Dept	Description	Amount
Line Item Account 5105 -- Reimb for District Services				
JE - 0258670	12/13/2023	894	INVOICE# 2023-23 DISPATCH SERVICES	53,833.00
Total Reimb for District Services				53,833.00
Line Item Account 5895 -- Other-Donations				
DJE - 0173675	12/1/2023	894	Community member donation	1,000.00
Total Other-Donations				1,000.00
Line Item Account 5909 -- Other Miscellaneous Revenue				
DJE - 0173675	12/1/2023	894	Cell phone trade-in rebate	120.00
Total Other Miscellaneous Revenue				120.00
Total Montecito Fire Protection Dist				12,636,167.34

Revenue Transactions

January 22, 2024 - Regular Pg 227
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3652 -- Montecito Fire Cap Outlay Res

Document	Post On	Dept	Description	Amount
Line Item Account 3380 -- Interest Income				
AUT - INTACCR	12/31/2023	894	INTEREST APPORTIONMENT ACCRUAL	17,717.18
			Total Interest Income	17,717.18
			Total Montecito Fire Cap Outlay Res	17,717.18

Revenue Transactions

January 22, 2024 - Regular Pg 228
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3653 -- Montecito Fire Land & Building

Document	Post On	Dept	Description	Amount
Line Item Account 3380 -- Interest Income				
AUT - INTACCR	12/31/2023	894	INTEREST APPORTIONMENT ACCRUAL	18,493.59
			Total Interest Income	18,493.59
			Total Montecito Fire Land & Building	18,493.59

Cost Transactions

January 22, 2024 - Regular Pg 229
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
Line Item Account 6100 -- Regular Salaries					
11/01/2023	EFC - 0037497	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll Dir Deposits, 11/1/23	0.00	199,447.55
11/01/2023	JE - 0257720		To reverse accrued salaries at 6/30/23	0.00	-10,517.00
11/02/2023	EFC - 0037471	WAGE WORKS INC	Montecito Fire FSA 2023 plan payments, 10/30/23	0.00	122.52
11/06/2023	EFC - 0037474	EMPOWER RETIREMENT LLC	Employee 457 plan contributions, 11/1/23	0.00	21,130.50
11/06/2023	EFC - 0037474	EMPOWER RETIREMENT LLC	Employer 457 plan contributions, 11/1/23	0.00	11,750.00
11/09/2023	EFC - 0037568	WAGE WORKS INC	Montecito Fire FSA 2023 plan payments, 11/6/23	0.00	110.00
11/15/2023	MIC - 0188082	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Employee retirement contribution, 10/15/23	0.00	50,692.04
11/16/2023	EFC - 0037569	WAGE WORKS INC	Montecito Fire FSA 2023 plan payments, 11/13/23	0.00	760.00
11/16/2023	EFC - 0037576	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll Dir Deposits, 11/16/23	0.00	205,752.70
11/16/2023	EFC - 0037576	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll Taxes, 11/16/23	0.00	98,215.56
11/16/2023	MIC - 0188353	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Employee retirement contribution, 11/1/23	0.00	49,700.48
11/24/2023	EFC - 0037649	WAGE WORKS INC	Montecito Fire FSA 2023 plan payments, 11/20/23	0.00	835.27
11/28/2023	EFC - 0037642	EMPOWER RETIREMENT LLC	Employee 457 plan contributions, 11/16/23	0.00	21,130.50
11/28/2023	EFC - 0037642	EMPOWER RETIREMENT LLC	Employer 457 plan contributions, 11/16/23	0.00	11,500.00
11/30/2023	EFC - 0037650	WAGE WORKS INC	Montecito Fire FSA 2023 plan payments, 11/27/23	0.00	342.47
11/30/2023	EFC - 0037682	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll Taxes, 12/1/23	0.00	98,110.90
12/01/2023	CLM - 0763606	MONTECITO FIREMENS ASSOC	Employee association dues, 11/16/23	0.00	4,000.00
12/01/2023	CLM - 0763606	MONTECITO FIREMENS ASSOC	Employee paid disability insurance, 11/16/23	0.00	1,298.00
12/01/2023	EFC - 0037683	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll Dir Deposits, 12/1/23	0.00	200,291.06
12/01/2023	JE - 0259703		Payroll check, 12/1/23	0.00	7,851.50
12/01/2023	MIC - 0189037	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Employee retirement contribution, 11/15/23	0.00	46,497.47
12/01/2023	MIC - 0189039	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Employee retirement contribution, 11/30/23	0.00	46,136.94
12/07/2023	EFC - 0037706	WAGE WORKS INC	Montecito Fire FSA 2023 plan payments, 12/4/23	0.00	4,374.98

Cost Transactions

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
12/07/2023	EFC - 0037742	EMPOWER RETIREMENT LLC	Employee 457 plan contributions, 12/1/23	0.00	21,790.50
12/07/2023	EFC - 0037742	EMPOWER RETIREMENT LLC	Employer 457 plan contributions, 12/1/23	0.00	11,496.38
12/13/2023	CLM - 0763400	AFLAC	Employee paid insurance, November 2023	0.00	1,086.14
12/14/2023	EFC - 0037904	WAGE WORKS INC	Montecito Fire FSA 2023 plan payments, 12/11/23	0.00	2,189.90
12/15/2023	EFC - 0037903	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll Dir Deposits, 12/15/23	0.00	228,027.10
12/15/2023	EFC - 0037903	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll Taxes, 12/15/23	0.00	112,861.58
12/15/2023	EFC - 0038002	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll Dir Deposits, M/D/23	0.00	-23,691.94
12/15/2023	MIC - 0189671	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Employee retirement contribution, 12/15/23	0.00	42,797.74
12/21/2023	EFC - 0037905	WAGE WORKS INC	Montecito Fire FSA 2023 plan payments, 12/18/23	0.00	4,806.70
12/22/2023	EFC - 0037902	EMPOWER RETIREMENT LLC	Employee 457 plan contributions, 12/16/23	0.00	21,790.50
12/22/2023	EFC - 0037902	EMPOWER RETIREMENT LLC	Employer 457 plan contributions, 12/16/23	0.00	11,496.37
12/29/2023	EFC - 0037940	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll Dir Deposits, 12/29/23	0.00	203,195.41
12/29/2023	EFC - 0037940	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll Taxes, 12/29/23	0.00	100,902.68
12/29/2023	EFC - 0037948	EMPOWER RETIREMENT LLC	Employee 457 plan contributions, 12/29/23	0.00	21,664.50
12/29/2023	EFC - 0037948	EMPOWER RETIREMENT LLC	Employer 457 plan contributions, 12/29/23	0.00	11,496.38
12/29/2023	EFC - 0037949	WAGE WORKS INC	Montecito Fire FSA 2023 plan payments, 12/26/23	0.00	4,732.17
12/29/2023	MIC - 0189808	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Employee retirement contribution, 12/31/23	0.00	38,842.15
Total Regular Salaries				0.00	1,885,017.70
Line Item Account 6300 -- Overtime					
11/01/2023	EFC - 0037497	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payrol Overtime, 11/1/23	0.00	121,673.57
11/16/2023	EFC - 0037576	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payrol Overtime, 11/16/23	0.00	76,773.33
12/01/2023	EFC - 0037683	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payrol Overtime, 12/1/23	0.00	80,510.24
12/15/2023	EFC - 0037903	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payrol Overtime, 12/15/23	0.00	99,675.51

Cost Transactions

January 22, 2024 - Regular Pg 231
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
12/29/2023	EFC - 0037940	DEPOSITS STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payrol Overtime, 12/29/23	0.00	90,820.01
12/31/2023	JE - 0259760		Overtime adjustment, 12/31/23	0.00	-770,231.00
Total Overtime				0.00	-300,778.34
Line Item Account 6301 -- Overtime - Reimbursable					
11/01/2023	JE - 0257720		To reverse accrued OT - Fire Asgmt at 6/30/23	0.00	-2,958.00
12/31/2023	JE - 0259760		Overtime estimate at 12/31/23	0.00	750,000.00
Total Overtime - Reimbursable				0.00	747,042.00
Line Item Account 6310 -- Overtime - Constant Staffing					
11/01/2023	JE - 0257720		To reverse accrued OT - Staffing at 6/30/23	0.00	-20,231.00
12/31/2023	JE - 0259760		To zero out OT accrued at 6/30/23 to LIA 6300	0.00	20,231.00
Total Overtime - Constant Staffing				0.00	0.00
Line Item Account 6400 -- Retirement Contribution					
11/15/2023	MIC - 0188082	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	District retirement contributions, 10/15/23	0.00	78,024.31
11/16/2023	MIC - 0188353	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	District retirement contributions, 11/1/23	0.00	76,035.92
12/01/2023	MIC - 0189037	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	District retirement contributions, 11/15/23	0.00	70,353.90
12/01/2023	MIC - 0189039	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	District retirement contributions, 11/30/23	0.00	69,156.62
12/15/2023	MIC - 0189671	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	District retirement contributions, 12/15/23	0.00	65,647.46
12/29/2023	CLM - 0765691	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	2023 RBF Contribution, Annual	0.00	89,431.32
12/29/2023	MIC - 0189808	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	District retirement contributions, 12/31/23	0.00	60,444.92
Total Retirement Contribution				0.00	509,094.45
Line Item Account 6550 -- FICA/Medicare					
11/16/2023	EFC - 0037576	STATE/FEDERAL TAXES & DIRECT	Montecito Fire Payroll SS/Medicare, 11/16/23	0.00	6,810.82



Cost Transactions

January 22, 2024 - Regular Pg 232
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
11/30/2023	EFC - 0037682	DEPOSITS STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll SS/Medicare, 12/1/23	0.00	6,944.90
12/15/2023	EFC - 0037903	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll SS/Medicare, 12/15/23	0.00	7,196.24
12/29/2023	EFC - 0037940	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll SS/Medicare, 12/29/23	0.00	6,942.86
Total FICA/Medicare				0.00	27,894.82
Line Item Account 6600 -- Health Insurance Contrib					
11/01/2023	CLM - 0757874	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Health insurance - active, November 2023	0.00	101,688.60
11/01/2023	CLM - 0757874	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Health insurance - retirees, November 2023	0.00	77,554.13
11/01/2023	CLM - 0757874	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Health insurance admin fee - active, November 2023	0.00	325.40
11/01/2023	CLM - 0757874	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Health insurance admin fee - retirees, Nov 2023	0.00	248.17
11/01/2023	CLM - 0757876	DELTA DENTAL	Dental insurance - active, November 2023	0.00	7,817.47
11/01/2023	CLM - 0757876	DELTA DENTAL	Dental insurance - retirees, November 2023	0.00	6,850.52
11/01/2023	CLM - 0757878	MUTUAL OF OMAHA INSURANCE COMPANY	Life Insurance, November 2023	0.00	670.54
11/20/2023	CLM - 0760393	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Health insurance - active, December 2023	0.00	101,688.60
11/20/2023	CLM - 0760393	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Health insurance - retirees, December 2023	0.00	76,962.83
11/20/2023	CLM - 0760393	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Health insurance admin fee - active, December 2023	0.00	325.40
11/20/2023	CLM - 0760393	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	Health insurance admin fee - retirees, Dec 2023	0.00	246.28
11/29/2023	CLM - 0761665	CADA-SAVE/EAP	SAVE Employee Assistance Program, 2024	0.00	1,598.00
12/01/2023	CLM - 0761346	DELTA DENTAL	Dental insurance - active, December 2023	0.00	7,817.47
12/01/2023	CLM - 0761346	DELTA DENTAL	Dental insurance - retirees, December 2023	0.00	6,850.52
12/01/2023	CLM - 0761353	MUTUAL OF OMAHA INSURANCE COMPANY	Life Insurance, December 2023	0.00	670.54

Cost Transactions

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
12/01/2023	MIC - 0188420	VISION SERVICE PLAN-CA	Vision insurance - active, December 2023	0.00	1,491.78
12/01/2023	MIC - 0188420	VISION SERVICE PLAN-CA	Vision insurance - retirees, December 2023	0.00	1,872.66
			Total Health Insurance Contrib	0.00	394,678.91
Line Item Account 6700 -- Unemployment Ins Contribution					
11/30/2023	EFC - 0037682	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll SUI Taxes, 12/1/23	0.00	42.64
12/29/2023	EFC - 0037940	STATE/FEDERAL TAXES & DIRECT DEPOSITS	Montecito Fire Payroll SUI Taxes, 12/29/23	0.00	39.36
			Total Unemployment Ins Contribution	0.00	82.00
Line Item Account 7030 -- Clothing and Personal					
11/01/2023	JE - 0258518		Helmet stickers	0.00	71.91
11/28/2023	CLM - 0761402	ADVANCED PPE COMP	PPE cleaning products	0.00	499.55
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	PPE: Wildland pants (2) for Div91	0.00	529.67
12/31/2023	AUT - SUTAXJE		SUTAX JE - December 2023	0.00	38.72
			Total Clothing and Personal	0.00	1,139.85
Line Item Account 7050 -- Communications					
11/01/2023	CLM - 0757830	IMPULSE INTERNET SERVICES	Phone services, 11/25/23-12/24/23	0.00	1,696.12
11/01/2023	JE - 0257531		Starlink Internet service, 7/2023	0.00	106.10
11/01/2023	JE - 0257531		UPS batteries for radio room, Station 92	0.00	358.56
11/01/2023	JE - 0258518		Starlink internet service, 8/16-8/23/23	0.00	50.70
11/02/2023	MIC - 0187746	TOWERSTREAM CORPORATION	Redundant internet Station 91: December 2023	0.00	88.25
11/02/2023	MIC - 0187746	TOWERSTREAM CORPORATION	Redundant internet Station 92: December 2023	0.00	88.25
11/06/2023	CLM - 0759807	SATCOM GLOBAL INC	Satellite phone charges	0.00	173.91
11/06/2023	CLM - 0759816	CAPTURE TECHNOLOGIES	Dispatch voice recorder equip/license thru 01/2025	0.00	8,600.40
11/06/2023	MIC - 0187960	FRONTIER	209/097-2953.0	0.00	621.93
11/06/2023	MIC - 0187960	FRONTIER	209/111-1529.0	0.00	130.72
11/06/2023	MIC - 0187960	FRONTIER	805-565-9618	0.00	91.97
11/06/2023	MIC - 0187960	FRONTIER	805-969-0318	0.00	96.00

Cost Transactions

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
11/06/2023	MIC - 0187960	FRONTIER	Circuit ID: 05/RTNB/002320	0.00	43.04
11/06/2023	MIC - 0187960	FRONTIER	Circuit ID: 05/RTNB/655155	0.00	43.04
11/06/2023	MIC - 0187960	FRONTIER	Circuit ID: 05/RTNB/974343	0.00	43.04
11/06/2023	MIC - 0187960	FRONTIER	Circuit ID: 05/RTNB/974365	0.00	43.04
11/06/2023	MIC - 0187960	FRONTIER	Circuit ID: 11/RTNB/566142	0.00	107.69
11/06/2023	MIC - 0187960	FRONTIER	Circuit ID: 20/PLNB/200447	0.00	43.04
11/06/2023	MIC - 0187986	COX COMMUNICATIONS - BUSINESS	CAD connectivity & Internet: November 2023	0.00	1,815.90
11/06/2023	MIC - 0187986	COX COMMUNICATIONS - BUSINESS	Internet Station 92: November 2023	0.00	467.53
11/28/2023	CLM - 0761338	VERIZON WIRELESS	Wireless service, 10/14-11/13/23	0.00	2,048.77
12/01/2023	CLM - 0761923	IMPULSE INTERNET SERVICES	Phone services, 12/25/23-1/24/24	0.00	1,696.12
12/07/2023	MIC - 0188846	FRONTIER	209/097-2953.0	0.00	621.93
12/07/2023	MIC - 0188846	FRONTIER	209/111-1529.0	0.00	130.72
12/07/2023	MIC - 0188846	FRONTIER	805-565-9618	0.00	91.97
12/07/2023	MIC - 0188846	FRONTIER	805-969-0318	0.00	95.99
12/07/2023	MIC - 0188846	FRONTIER	Circuit ID: 05/RTNB/002320	0.00	43.04
12/07/2023	MIC - 0188846	FRONTIER	Circuit ID: 05/RTNB/655155	0.00	43.04
12/07/2023	MIC - 0188846	FRONTIER	Circuit ID: 05/RTNB/974343	0.00	43.04
12/07/2023	MIC - 0188846	FRONTIER	Circuit ID: 05/RTNB/974365	0.00	43.04
12/07/2023	MIC - 0188846	FRONTIER	Circuit ID: 11/RTNB/566142	0.00	107.69
12/07/2023	MIC - 0188846	FRONTIER	Circuit ID: 20/PLNB/200447	0.00	43.04
12/13/2023	MIC - 0189204	COX COMMUNICATIONS - BUSINESS	CAD connectivity & Internet: December 2023	0.00	1,815.90
12/13/2023	MIC - 0189204	COX COMMUNICATIONS - BUSINESS	Internet Station 92: December 2023	0.00	467.53
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Starlink internet service, 8/23-9/22/23	0.00	300.00
12/21/2023	CLM - 0765037	SATCOM GLOBAL INC	Satellite phone charges	0.00	172.50
12/21/2023	MIC - 0189602	TOWERSTREAM CORPORATION	Redundant internet Station 91: January 2024	0.00	88.25
12/21/2023	MIC - 0189602	TOWERSTREAM CORPORATION	Redundant internet Station 92: January 2024	0.00	88.25
Total Communications				0.00	22,650.05

Cost Transactions

January 22, 2024 - Regular Pg 235
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
Line Item Account 7060 -- Food					
11/01/2023	JE - 0257531		Meals for Station 90 on-site crew	0.00	3,724.67
11/01/2023	JE - 0258518		Meals for Station 90 on-site crew	0.00	3,396.82
11/01/2023	JE - 0258518		Shift meal during an incident	0.00	87.38
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Meals for Station 90 on-site crew	0.00	505.37
				Total Food	0.00
					7,714.24
Line Item Account 7070 -- Household Supplies					
11/01/2023	JE - 0257531		Cleaning service for Station 90 trailer (2 visits)	0.00	190.00
11/01/2023	JE - 0257531		Household supplies	0.00	1,241.83
11/01/2023	JE - 0257531		Remote controls for beds replaced at Station 92	0.00	422.38
11/01/2023	JE - 0258518		Household supplies	0.00	483.69
11/02/2023	MIC - 0187661	MISSION LINEN SUPPLY	Shop towels, Sta. 1	0.00	350.88
11/02/2023	MIC - 0187661	MISSION LINEN SUPPLY	Shop towels, Sta. 2	0.00	284.86
11/06/2023	CLM - 0760174	READY REFRESH BY NESTLE	Bottled water, Sta. 91	0.00	418.58
11/06/2023	MIC - 0188078	MARBORG INDUSTRIES	Refuse disposal, Sta. 1	0.00	571.27
11/06/2023	MIC - 0188078	MARBORG INDUSTRIES	Refuse disposal, Sta. 2	0.00	247.12
11/29/2023	MIC - 0188575	Montecito Village Hardware	Paint, Station 91	0.00	21.53
11/29/2023	MIC - 0188575	Montecito Village Hardware	Surge protectors, Station 92	0.00	113.11
12/12/2023	MIC - 0189216	MISSION LINEN SUPPLY	Shop towels, Sta. 1	0.00	350.88
12/12/2023	MIC - 0189216	MISSION LINEN SUPPLY	Shop towels, Sta. 2	0.00	284.86
12/13/2023	MIC - 0189230	Montecito Village Hardware	Plastic sheeting	0.00	79.71
12/13/2023	MIC - 0189230	Montecito Village Hardware	Shovels (2)	0.00	64.63
12/14/2023	MIC - 0189295	READY REFRESH BY NESTLE	Bottled water, Sta. 91	0.00	370.61
12/14/2023	MIC - 0189295	READY REFRESH BY NESTLE	Bottled water, Sta. 92	0.00	142.91
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Household supplies	0.00	377.22
12/21/2023	MIC - 0189603	MARBORG INDUSTRIES	Refuse disposal, Sta. 91	0.00	571.27
				Total Household Supplies	0.00
					6,587.34

Cost Transactions

January 22, 2024 - Regular Pg 236
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
Line Item Account 7120 -- Equipment Maintenance					
11/01/2023	JE - 0257531		Fuel cans (2) and vent caps, Sta. 90	0.00	182.67
11/01/2023	JE - 0257531		Service repair for Savox Recon II probe camera	0.00	698.17
11/01/2023	JE - 0258518		Burlap sandbags (3,000)	0.00	4,072.95
11/06/2023	CLM - 0760184	BAUER COMPRESSORS	Cylinder hydro testing (20)	0.00	900.00
11/29/2023	CLM - 0761744	ROGER L FORTIER DBA RLF TRUCKING	Sand for sandbags	0.00	1,507.49
11/29/2023	MIC - 0188569	SAFETY KLEEN INC	Quarterly solvent tank maintenance, Station 91	0.00	280.72
11/29/2023	MIC - 0188569	SAFETY KLEEN INC	Quarterly solvent tank maintenance, Station 92	0.00	317.67
12/01/2023	DJE - 0173675		Heal the Ocean contribution for burlap sandbags	0.00	-3,000.00
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Maintenance supplies: saw parts, washer parts	0.00	303.22
Total Equipment Maintenance				0.00	5,262.89
Line Item Account 7200 -- Structure & Ground Maintenance					
11/01/2023	CLM - 0758604	PAUL MOORE	Painted chief photo wall, Station 91	0.00	900.00
11/01/2023	JE - 0257531		New door hardware, 1257 EVR	0.00	238.84
11/01/2023	JE - 0258518		Part for washing machine at station 91	0.00	12.67
11/01/2023	JE - 0258518		Sta 92 Fire Repair: TV and mount replacement	0.00	3,129.62
11/06/2023	MIC - 0188022	O'CONNOR PEST CONTROL-SB	Quarterly pest control maint., Sta. 91	0.00	210.00
11/06/2023	MIC - 0188022	O'CONNOR PEST CONTROL-SB	Quarterly pest control maint., Sta. 92	0.00	81.00
11/06/2023	MIC - 0188081	ENVIROSCAPING INC	Landscape maintenance, Sta. 91 October 2023	0.00	1,014.00
11/06/2023	MIC - 0188081	ENVIROSCAPING INC	Landscape maintenance, Sta. 92 October 2023	0.00	316.00
11/29/2023	CLM - 0761759	ALL CLEAN EMERGENCY SERVICES	Station 90: RV/generator rental, 7/10-8/6/23	0.00	7,500.00
11/30/2023	AUT - SUTAXJE		SUTAX JE - November 2023	0.00	80.99
11/30/2023	CLM - 0761905	PUEBLO CONSTRUCTION INC	Sta 92 Fire Repair: Construction retention payout	0.00	11,042.96
12/14/2023	CLM - 0763992	ANCHOR AIR SYSTEMS	AC repair, Station 91	0.00	180.00
12/20/2023	MIC - 0189536	ENVIROSCAPING INC	Irrigation repair, Sta. 91 11/24/23	0.00	170.00
12/20/2023	MIC - 0189536	ENVIROSCAPING INC	Landscape maintenance, Sta. 91 November 2023	0.00	1,014.00
12/20/2023	MIC - 0189536	ENVIROSCAPING INC	Landscape maintenance, Sta. 92 November 2023	0.00	316.00
12/21/2023	CLM - 0764706	RUGGIERO PLUMBING	Sta 2 Fire Repair: Moving drain	0.00	1,996.00

Cost Transactions

January 22, 2024 - Regular Pg 237
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
Total Structure & Ground Maintenance				0.00	28,202.08
Line Item Account 7205 -- Fire Defense Zone					
11/01/2023	JE - 0257531		Chainsaw equip, accessories for Chief Officers	0.00	4,762.86
11/01/2023	JE - 0257531		Pelican cases for Chief Officer chainsaws	0.00	2,546.89
11/06/2023	CLM - 0759782	RUBEN RAMIREZ	Dead tree removal: Westmont	0.00	9,400.00
12/12/2023	CLM - 0763653	FREEDOM SIGNS	Neighborhood chipping signs and date inserts	0.00	4,986.82
12/13/2023	CLM - 0763680	RUBEN RAMIREZ	Dead tree removal: Westmont	0.00	4,250.00
12/21/2023	CLM - 0765002	MCPHERSON TREE CARE	Hazard tree removal: East Mountain Dr	0.00	700.00
12/21/2023	MIC - 0189603	MARBORG INDUSTRIES	Dead tree removal: La Paz (Westmont)	0.00	104.50
Total Fire Defense Zone				0.00	26,751.07
Line Item Account 7324 -- Audit and Accounting Fees					
11/01/2023	MIC - 0187614	FECHTER & COMPANY	Financial Audit, FY 2022-23 - initial pmt	0.00	3,000.00
11/01/2023	MIC - 0187614	FECHTER & COMPANY	Financial Audit, FY 2022-23 - interim pmt	0.00	12,778.64
11/29/2023	CLM - 0761790	FECHTER & COMPANY	Financial Audit, FY 2022-23 - final payment	0.00	3,986.60
Total Audit and Accounting Fees				0.00	19,765.24
Line Item Account 7348 -- Instruments & Equip. < \$5000					
11/02/2023	CLM - 0758912	BURTONS FIRE INC	Hose maintenance (budgeted)	0.00	7,291.53
11/06/2023	CLM - 0760368	L N CURTIS & SONS	New E92 equipment: Loose/extrication tools, mounts	0.00	3,135.58
11/06/2023	MIC - 0188026	L N CURTIS & SONS	New E92 equipment: Nozzle	0.00	918.02
11/06/2023	MIC - 0188026	L N CURTIS & SONS	New E92 equipment:Portable master stream combo kit	0.00	7,028.65
11/29/2023	CLM - 0761620	JOHNSON EQUIPMENT CO	New E92 equipment: Wireless headsets system	0.00	9,248.09
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Pelican boxes for BK radios	0.00	1,204.79
12/20/2023	MIC - 0189516	L N CURTIS & SONS	New E92 equipment:Thermal Imager, truck mount chgr	0.00	8,648.61
12/20/2023	MIC - 0189516	L N CURTIS & SONS	New E92 equipmnt:Entry/haz tools, pumpng appliances	0.00	2,984.26
12/20/2023	MIC - 0189516	L N CURTIS & SONS	New E92 equipmnt:Positive pressure ventilation fan	0.00	7,175.69
Total Instruments & Equip. < \$5000				0.00	47,635.22

Cost Transactions

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
Line Item Account 7363 -- Equipment Maintenance					
11/01/2023	CLM - 0758598	LARRY'S 8-DAY AUTO PARTS	D91: Wiring	0.00	148.83
11/01/2023	CLM - 0758687	SM TIRE	U94: New tire	0.00	203.11
11/01/2023	JE - 0257531		BC94, BC95, D91 & P95 floor mats	0.00	751.50
11/01/2023	JE - 0257531		D91, BC 94 Magnetic mic holders	0.00	172.20
11/01/2023	JE - 0257531		E392 LED turn signals	0.00	150.86
11/01/2023	JE - 0257531		E691 Gas struts	0.00	81.69
11/01/2023	JE - 0257531		Mechanic shop supplies: Fuel gloves, hangers D91	0.00	121.97
11/01/2023	JE - 0258518		E191 parts: flex rap, side cutters, pipe fittings	0.00	84.90
11/01/2023	JE - 0258518		E92 parts: engine loom, roll pin set, other	0.00	135.43
11/01/2023	JE - 0258518		Mechanic supplies: wire loom, plugs, tools, other	0.00	358.03
11/01/2023	JE - 0258518		Rear coil spring spacers, BC95	0.00	47.54
11/01/2023	JE - 0258518		Replace broken driver door glass, U92	0.00	495.00
11/01/2023	JE - 0258518		Suspension, BC95	0.00	704.62
11/01/2023	JE - 0258518		Switch for auto stop/start, D91	0.00	99.99
11/01/2023	JE - 0258518		Truck scales for apparatus for NFPA weighing rec	0.00	7,077.00
11/01/2023	MIC - 0187503	SOUTH COAST EMERGENCY VEHICLE SERVICE	E91, E92: Solenoids for mechanical siren	0.00	159.55
11/01/2023	MIC - 0187503	SOUTH COAST EMERGENCY VEHICLE SERVICE	E92: Parts to repair both front doors	0.00	1,825.96
11/02/2023	CLM - 0758931	VILLAGE AUTOMOTIVE REPAIR	D91: Mount and balance tires	0.00	271.84
11/06/2023	CLM - 0759803	HI-TECH EMERGENCY VEHICLE SERVICE INC	E92: Wheel Chock parts	0.00	270.41
11/06/2023	CLM - 0759976	VILLAGE AUTOMOTIVE REPAIR	BC95: 4 tires mounted and balanced	0.00	196.55
11/06/2023	CLM - 0760292	SM TIRE	U91: 4 new tires	0.00	690.14
11/06/2023	CLM - 0760329	McCormix Corporation	Staion 92 generator fuel, transmission fluid	0.00	834.05
11/06/2023	CLM - 0760363	AUTOZONE PARTS INC	BC96: Service fluids/sealer	0.00	136.34
11/28/2023	CLM - 0760395	LINDE GAS & EQUIPMENT INC	D91: Welding supplies	0.00	179.98
11/29/2023	MIC - 0188570	HUGO'S AUTO DETAILING	Car wash service, 10/11/23, 10/25/23	0.00	500.00
11/29/2023	MIC - 0188570	HUGO'S AUTO DETAILING	Car wash service: 11/8/23, 11/29/23	0.00	500.00

Cost Transactions

January 22, 2024 - Regular Pg 239
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
11/29/2023	MIC - 0188570	HUGO'S AUTO DETAILING	Full service detail: R91	0.00	400.00
11/30/2023	CLM - 0761932	HI-TECH EMERGENCY VEHICLE SERVICE INC	E191: Priming valve kit	0.00	259.16
11/30/2023	CLM - 0762023	VILLAGE AUTOMOTIVE REPAIR	U91: Tire sensor replacement, oil change	0.00	663.30
11/30/2023	CLM - 0762025	PERRY FORD LINCOLN MAZDA	U91, U92: Parts, filters, oil	0.00	546.21
11/30/2023	MIC - 0188618	SOUTH COAST EMERGENCY VEHICLE SERVICE	E191: Tank-to-pump valve & PSI transducer	0.00	464.48
11/30/2023	MIC - 0188618	SOUTH COAST EMERGENCY VEHICLE SERVICE	E92: Pressure switch and cable	0.00	652.50
12/07/2023	CLM - 0762789	SNAP-ON INDUSTRIAL	Tool for E92: Roll pin punch set	0.00	88.98
12/12/2023	CLM - 0763647	AUTOZONE PARTS INC	Shop supplies: Gear oil (8)_	0.00	161.91
12/13/2023	CLM - 0763737	INTERSTATE BATTERIES OF SIERRA MADRE	U91, U94, BC93: Batteries (6)	0.00	1,427.60
12/15/2023	MIC - 0189292	SOUTH COAST EMERGENCY VEHICLE SERVICE	E92: Automatic drains	0.00	135.81
12/15/2023	MIC - 0189292	SOUTH COAST EMERGENCY VEHICLE SERVICE	E92: Parking brake valves	0.00	203.24
12/20/2023	CLM - 0764813	AMSOIL INC	E92, E191, BC93, 94 & 95: Engine oils	0.00	679.08
12/20/2023	CLM - 0764818	HOSE MAN INC	E191: Hose and fitting	0.00	55.85
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	E692: spark plugs, oil filters	0.00	122.11
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	U94: Rear tire replacement on fire asgmt	0.00	408.09
12/20/2023	MIC - 0189516	L N CURTIS & SONS	E91: Rotation lock insert	0.00	40.56
12/21/2023	CLM - 0764996	Kimball Midwest Corp	E92: Air brake fittings	0.00	207.66
12/21/2023	CLM - 0765153	HI-TECH EMERGENCY VEHICLE SERVICE INC	E92: Discharge valve parts	0.00	161.57
12/21/2023	MIC - 0189583	LARRY'S 8-DAY AUTO PARTS	E191: Air filter, hose, clamps	0.00	324.52
12/21/2023	MIC - 0189583	LARRY'S 8-DAY AUTO PARTS	E191: Cleaners	0.00	162.19
12/21/2023	MIC - 0189656	VILLAGE AUTOMOTIVE REPAIR	Credit for tire pressure sensors	0.00	-271.42
12/21/2023	MIC - 0189656	VILLAGE AUTOMOTIVE REPAIR	P94R: Smog test	0.00	75.00
12/21/2023	MIC - 0189656	VILLAGE AUTOMOTIVE REPAIR	R91: Smog test	0.00	75.00
12/21/2023	MIC - 0189656	VILLAGE AUTOMOTIVE REPAIR	U91: Smog test	0.00	75.00

Cost Transactions

January 22, 2024 - Regular Pg 240
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
12/21/2023	MIC - 0189656	VILLAGE AUTOMOTIVE REPAIR	U92: Smog test	0.00	75.00
12/21/2023	MIC - 0189656	VILLAGE AUTOMOTIVE REPAIR	U93: Smog test	0.00	75.00
12/21/2023	MIC - 0189656	VILLAGE AUTOMOTIVE REPAIR	U94: Smog test	0.00	75.00
12/22/2023	CLM - 0765160	JOHNSON EQUIPMENT CO	BC94: Shore power charger	0.00	418.90
Total Equipment Maintenance				0.00	23,959.79
Line Item Account 7400 -- Medical, Dental and Lab					
11/06/2023	CLM - 0759912	TELEFLEX LLC	Patient medical supplies	0.00	1,912.98
11/06/2023	CLM - 0760234	TELEFLEX LLC	Patient medical supplies	0.00	117.25
11/29/2023	CLM - 0761767	Life Assist Inc	Patient medical supplies	0.00	390.03
12/06/2023	CLM - 0762844	Life Assist Inc	Patient medical supplies	0.00	265.72
12/22/2023	CLM - 0765217	AIRGAS WEST	Oxygen refills	0.00	233.06
12/26/2023	MIC - 0189514	Life Assist Inc	Patient medical supplies	0.00	875.70
Total Medical, Dental and Lab				0.00	3,794.74
Line Item Account 7430 -- Memberships					
11/01/2023	JE - 0257531		CalChiefs EMS: D. Neels annual membership	0.00	150.00
11/01/2023	JE - 0257531		FDAC: D. Neels annual membership	0.00	400.00
11/01/2023	JE - 0258518		Int'l Assoc of Fire Chiefs: D. Neels, FY23-24	0.00	285.00
11/06/2023	CLM - 0760100	SANTA BARBARA COUNTY SPECIAL DISTRICTS ASSOC	SB County Special Districts: MFPD, 2024	0.00	300.00
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Int'l Assoc of Fire Chiefs: T. Ederer, FY23-24	0.00	420.00
Total Memberships				0.00	1,555.00
Line Item Account 7450 -- Office Expense					
11/01/2023	JE - 0257531		HDMI cable, batts, biz cards, LA Times	0.00	249.55
11/01/2023	JE - 0258518		Office supp: postage, plotter paper, Starlink kits	0.00	604.72
11/01/2023	JE - 0258518		Office supplies: travel monitors (2), keybrds, oth	0.00	536.64
11/02/2023	CLM - 0758996	IRON MOUNTAIN	Shredding service, bi-monthly fee	0.00	128.44
11/06/2023	CLM - 0759713	STAPLES BUSINESS CREDIT	Office supplies	0.00	16.15
11/06/2023	CLM - 0760298	BOONE PRINTING & GRAPHICS	Department Logo Notepads (25)	0.00	178.84

Cost Transactions

January 22, 2024 - Regular Pg 241
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
11/29/2023	MIC - 0188575	Montecito Village Hardware	Moving boxes, tape for Loft construction	0.00	63.46
12/07/2023	CLM - 0762797	THE UPS STORE	Shipping charges, 8/30/23	0.00	191.56
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Fire Science book for reference by Prevention	0.00	51.16
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Office supplies, LA Times subs, postage	0.00	185.87
Total Office Expense				0.00	2,206.39
Line Item Account 7456 -- IT Hardware Purchase < \$5K					
11/28/2023	CLM - 0761338	VERIZON WIRELESS	Cell phones: Briner, Chapman	0.00	1,253.33
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Replacement power cord for MacBook, BC93	0.00	98.05
Total IT Hardware Purchase < \$5K				0.00	1,351.38
Line Item Account 7460 -- Professional & Special Service					
11/01/2023	CLM - 0758547	ON THE WAVE PRODUCTIONS LLC	Production of Winter Storm Preparedness video msg	0.00	3,993.75
11/01/2023	CLM - 0758591	ZWORLD GIS	Mapping services, October 2023	0.00	1,700.00
11/06/2023	CLM - 0760108	PLANNING AND DEVELOPMENT	Station 92 Gate/Carport proj: County permit fees	0.00	250.00
11/06/2023	CLM - 0760124	CENTRALSQUARE TECHNOLOGIES LLC	Dispatch updates	0.00	2,340.00
11/06/2023	CLM - 0760218	PTRUTNER FIRE PROTECTION ENGINEERING INC	Fire sprinkler system plans review (10)	0.00	3,635.00
11/06/2023	CLM - 0760229	PRICE POSTEL & PARMA	Legal services, October 2023	0.00	3,973.00
11/06/2023	CLM - 0760336	SEVILLA PHOTOGRAPHY	Photography services	0.00	1,275.00
11/06/2023	MIC - 0188028	UNDERWOOD MANAGEMENT RESOURCES INC	Station 91 Asphalt project, October 2023	0.00	1,190.00
11/06/2023	MIC - 0188028	UNDERWOOD MANAGEMENT RESOURCES INC	Station 91 Loft project, 10/2-10/27/23	0.00	962.50
11/06/2023	MIC - 0188028	UNDERWOOD MANAGEMENT RESOURCES INC	Station 92 fire project, October 2023	0.00	1,260.00
11/06/2023	MIC - 0188028	UNDERWOOD MANAGEMENT RESOURCES INC	Station 92 gate, October 2023	0.00	70.00
11/28/2023	CLM - 0761395	LIEBERT CASSIDY WHITMORE	Labor attorney fees, October 2023	0.00	1,200.00
11/29/2023	CLM - 0761683	FEHR & PEERS	Evacuation Zone Analysis, October 2023	0.00	4,592.50

Cost Transactions

January 22, 2024 - Regular Pg 242
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
11/29/2023	CLM - 0761766	LATITUDE 34 TECHNOLOGIES INC	IT support, December 2023	0.00	5,100.00
11/30/2023	CLM - 0761871	ON THE WAVE PRODUCTIONS LLC	Production of Winter Storm Preparedness video	0.00	11,962.50
11/30/2023	CLM - 0761915	KELLY ANN KAM	EMT instruction: November 2023	0.00	1,560.00
12/12/2023	CLM - 0763650	LATITUDE 34 TECHNOLOGIES INC	IT support, Prevention Computer Move	0.00	35.56
12/13/2023	CLM - 0763767	GOVINVEST INC	Labor costing software, annual fee	0.00	5,460.00
12/14/2023	CLM - 0763688	ANGEL L ISCOVICH	Medical Services Director, July - December 2023	0.00	4,250.00
12/14/2023	CLM - 0763988	ZWORLD GIS	Mapping services, November 2023	0.00	1,700.00
12/19/2023	CLM - 0763778	PRICE POSTEL & PARMA	Legal services, November 2023	0.00	5,252.00
12/20/2023	CLM - 0765019	SANSUM CLINIC OCCUPATIONAL MEDICINE	Blood sample TB test, (1)	0.00	130.00
12/22/2023	CLM - 0765163	LIEBERT CASSIDY WHITMORE	Labor attorney fees, November 2023	0.00	1,860.00
12/22/2023	CLM - 0765279	COTTAGE CLINICAL NETWORK LLC	Personnel influenza vaccinations (5), TB test (1)	0.00	105.00
Total Professional & Special Service				0.00	63,856.81
Line Item Account 7507 -- ADP Payroll Fees					
11/03/2023	EFC - 0037445	ADP INC	ADP Payroll service, October 2023	0.00	557.87
12/08/2023	EFC - 0037735	ADP INC	ADP Payroll service, November 2023	0.00	1,146.01
Total ADP Payroll Fees				0.00	1,703.88
Line Item Account 7510 -- Contractual Services					
11/01/2023	CLM - 0758506	SPATIAL NETWORKS INC	Fulcrum annual subscription fee (9 users)	0.00	4,644.00
11/01/2023	JE - 0257531		Scanova QR software, annual fee	0.00	420.00
11/01/2023	JE - 0257531		TravelBank program, annual fee	0.00	1,344.00
11/01/2023	JE - 0257531		Zapier online automation program, monthly fee	0.00	73.50
11/01/2023	JE - 0257531		Zoom, fax, Mailchimp, other - monthly fees	0.00	330.31
11/01/2023	JE - 0258518		Zoom, fax, Mailchimp, other - monthly fees	0.00	627.82
11/06/2023	MIC - 0187957	CIVOS INC	CIVOS Prevention software, monthly fee	0.00	1,000.00
11/06/2023	MIC - 0187957	CIVOS INC	Fire Prevention permit software, final payment	0.00	11,775.00
11/29/2023	CLM - 0761676	MITCHELL1	Vehicle diagnostic software renewal	0.00	1,908.00
11/29/2023	CLM - 0761766	LATITUDE 34 TECHNOLOGIES INC	Azure Active Directory	0.00	14.70
11/29/2023	CLM - 0761766	LATITUDE 34 TECHNOLOGIES INC	Cloud back up for 2 servers, monthly fee	0.00	280.00

Cost Transactions

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
11/29/2023	CLM - 0761766	LATITUDE 34 TECHNOLOGIES INC	DUO security services	0.00	42.00
11/29/2023	CLM - 0761766	LATITUDE 34 TECHNOLOGIES INC	Exchange Online; tablet command email accts	0.00	116.00
11/29/2023	CLM - 0761766	LATITUDE 34 TECHNOLOGIES INC	Office 365 E1/E3 license subscription	0.00	1,241.00
11/29/2023	CLM - 0761766	LATITUDE 34 TECHNOLOGIES INC	Visio Plan 2	0.00	28.50
12/12/2023	CLM - 0763733	ESRI INC	ESRI mapping software licenses, annual fee	0.00	3,245.00
12/13/2023	CLM - 0763686	AMERAVANT	Website hosting fee, November 2023	0.00	89.00
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Canva graphic design software, annual fee	0.00	119.99
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	SurveyMonkey annual service	0.00	468.00
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Zoom, fax, Mailchimp, other - monthly fees	0.00	390.83
Total Contractual Services				0.00	28,157.65
Line Item Account 7540 -- Rents/Leases-Equipment					
11/06/2023	CLM - 0760331	WELLS FARGO VENDOR FINANCIAL SERVICES LLC	Copier lease, November 2023	0.00	179.44
11/29/2023	CLM - 0761643	COASTAL COPY	Quarterly maintenance for copier, 11/30/23-2/28/24	0.00	596.65
12/19/2023	CLM - 0764568	WELLS FARGO VENDOR FINANCIAL SERVICES LLC	Copier lease, December 2023	0.00	179.44
Total Rents/Leases-Equipment				0.00	955.53
Line Item Account 7630 -- Small Tools & Instruments					
11/01/2023	JE - 0257531		Radio holder for new BKR radios	0.00	83.60
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Batteries and oil absorbent pads for chainsaws	0.00	1,281.27
Total Small Tools & Instruments				0.00	1,364.87
Line Item Account 7650 -- Special Departmental Expense					
11/01/2023	JE - 0257531		Flowers for Montecito Association ED, S. Byrne	0.00	72.93
11/01/2023	JE - 0257531		Reverse CalCard - full payment for 7/24/23 stmt	0.00	-24,203.72
11/01/2023	JE - 0258518		MFD mugs (100) initial payment	0.00	542.43
11/01/2023	JE - 0258518		Reverse CalCard - full payment for 8/22/23 stmt	0.00	-35,496.30

Cost Transactions

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Recognition gifts for Chief Fish & Ty Warner	0.00	124.28
Total Special Departmental Expense				0.00	-58,960.38
Line Item Account 7671 -- Special Projects					
11/01/2023	JE - 0258518		Public Education Supplies for Fire Prevention Week	0.00	2,265.81
11/28/2023	CLM - 0761359	ADMARK DATABASE MARKETING INC	Winter Preparedness Postcard print and mail	0.00	1,975.01
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Community outreach supplies: MTO custom bags	0.00	1,052.77
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Public Ed supplies: MTO stickers and pins	0.00	584.01
Total Special Projects				0.00	5,877.60
Line Item Account 7730 -- Transportation and Travel					
11/01/2023	JE - 0257531		A. Hudley: 2023 OSC Support Pre-position hotel	0.00	925.61
11/01/2023	JE - 0257531		Business meeting: BC94 + 2 EMS captains	0.00	58.73
11/01/2023	JE - 0257531		Business mtg: 900 +2 Re: RFCC & Type 3 Team	0.00	71.91
11/01/2023	JE - 0257531		D. Neels: CA Fire Chiefs Association Conference	0.00	700.00
11/01/2023	JE - 0257531		J. Moran: Trip to pick up Div91	0.00	26.99
11/01/2023	JE - 0257531		N. Elmquist: 2023 OSC Support Pre-position hotel	0.00	793.38
11/01/2023	JE - 0257531		Refreshments for community meeting	0.00	46.95
11/01/2023	JE - 0257531		Refreshments for meeting with UCI	0.00	24.00
11/01/2023	JE - 0257531		S. Chapman: FDAC Conference reg (discount)	0.00	-50.00
11/01/2023	JE - 0257531		T. Ederer: Annual SBCH Trauma Symposium reg	0.00	150.00
11/01/2023	JE - 0258518		A. Hudley: Smith River Complex asgmt lodging	0.00	803.98
11/01/2023	JE - 0258518		A. Nahas: Smith River Complex asgmt lodging	0.00	541.10
11/01/2023	JE - 0258518		B. Bennewate: York Fire asgmt lodging	0.00	924.15
11/01/2023	JE - 0258518		B. Hauser +2: Apparatus Committee trip (Wisc)	0.00	159.62
11/01/2023	JE - 0258518		Business mtg: D. Neels +2 re: Hands Across Monteci	0.00	28.11
11/01/2023	JE - 0258518		D. Neels: Pinnacle EMS Conference	0.00	944.09
11/01/2023	JE - 0258518		E. Hamaker: SRF Lightning Complex asgmt travel	0.00	17.85

Cost Transactions

January 22, 2024 - Regular Pg 245
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
11/01/2023	JE - 0258518		J. Moran: Happy Complex asgmt travel	0.00	291.57
11/01/2023	JE - 0258518		M. Juarez: Quartz Ridge Fire asgmt travel lodging	0.00	1,384.35
11/01/2023	JE - 0258518		S. Davis: Smith River Complex asgmt lodging	0.00	500.10
11/02/2023	TRC - 0060341	NIC ELMQUIST	N. Elmquist Reimb: California Wildfire Conference	0.00	73.00
11/02/2023	TRC - 0060342	NIC ELMQUIST	N. Elmquist Reimb: Quarry incident	0.00	442.00
11/06/2023	TRC - 0060473	DANIEL ARNOLD	D. Arnold Reimb: Refreshments regional Hazmat Mtg	0.00	45.51
12/13/2023	CLM - 0763759	EAN SERVICES LLC	Rental car: Moran, pick up new P95 from dealer	0.00	63.82
12/13/2023	CLM - 0763759	EAN SERVICES LLC	Rental car: Moran, pick up U91 from repair shop	0.00	60.19
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	A. Hudley: Smith River Cpx asgmt	0.00	183.62
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	B. Bennewate: Chilcoot Fire asgmt	0.00	120.95
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Business mtg: D. Neels/Chief Fish re: Comms	0.00	56.94
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Business mtg: D. Neels/D. Williams check-in	0.00	52.77
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Business mtg: Refreshments for Apparatus Comm	0.00	58.49
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Business mtg: Refreshments for Fire Chiefs mtg	0.00	39.75
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Business mtg: Refreshments for PIO qtrly mtg	0.00	90.97
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	E. Klemowicz: South Fork Cpx asgmt	0.00	37.80
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	E691 crew: Smith River Cpx asgmt	0.00	561.73
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	N. Elmquist: Smith River Cpx asgmt	0.00	2,098.56
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	S. Davis: Smith River Cpx asgmt credit	0.00	-351.00
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Toll fees for fire asgmt vehicles	0.00	50.00
Total Transportation and Travel				0.00	12,027.59

Cost Transactions

January 22, 2024 - Regular Pg 246
From 11/1/2023 to 12/31/2023

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
Line Item Account 7731 -- Gasoline-Oil-Fuel					
11/01/2023	CLM - 0758593	FUEL SMART	Gasoline charges, October 2023	0.00	499.01
11/01/2023	JE - 0257531		Fuel cans (2) and vent caps, Sta. 90	0.00	2,581.07
11/01/2023	JE - 0258518		Fuel	0.00	4,730.71
11/15/2023	CLM - 0760394	McCormix Corporation	Diesel fuel, 11/9/23	0.00	2,557.09
11/28/2023	CLM - 0761413	McCormix Corporation	Station 92 Generator fuel, 11/14/23	0.00	225.20
12/13/2023	CLM - 0763642	McCormix Corporation	Diesel fuel, 12/4/23	0.00	1,533.02
12/13/2023	CLM - 0763694	FUEL SMART	Gasoline charges, November 2023	0.00	494.09
12/20/2023	CLM - 0764825	McCormix Corporation	Diesel fuel, 12/13/23	0.00	1,902.83
12/20/2023	CLM - 0765087	US BANK CORPORATE PAYMENT SYSTEM	Fuel	0.00	5,202.15
				Total Gasoline-Oil-Fuel	19,725.17
Line Item Account 7732 -- Training					
11/06/2023	TRC - 0060445	BRANDON BENNEWATE	B. Bennewate Reimb: Trauma/Critical Care Symposium	0.00	195.00
11/06/2023	TRC - 0060447	ANDREW RUPP	A. Rupp Reimb: Public Safety Peer Support Conf	0.00	1,724.40
11/06/2023	TRC - 0060448	EVAN SKEI	E. Skei Reimb: Public Safety Peer Support Conf	0.00	906.69
11/06/2023	TRC - 0060474	LUCAS GRANT	L. Grant Reimb: Blue Card Train the Trainer	0.00	1,063.72
12/21/2023	CLM - 0765296	LUCAS GRANT	L. Grant Reimb: Columbia Southern PSY 1301	0.00	764.00
12/21/2023	CLM - 0765301	NIC ELMQUIST	N. Elmquist Reimb: University of Idaho FIRE 557	0.00	1,917.96
12/21/2023	TRC - 0061041	DAVID JOHNSON	D. Johnson Reimb: National Fire Academy, MD	0.00	1,037.62
12/21/2023	TRC - 0061053	JUSTIN PICKENS	J. Pickens Reimb: Rope Rescue Technician	0.00	203.99
				Total Training	7,813.38
Line Item Account 7760 -- Utilities					
11/06/2023	CLM - 0760379	SOUTHERN CALIFORNIA EDISON	Electricity service, Sta. 91 & 92	0.00	2,979.52
11/06/2023	MIC - 0188054	MONTECITO WATER DISTRICT	Water service, Sta. 1	0.00	653.16
11/06/2023	MIC - 0188054	MONTECITO WATER DISTRICT	Water service, Sta. 2	0.00	330.88
11/06/2023	MIC - 0188076	THE GAS COMPANY	Gas service, 1255 East Valley Rd - 11/03/23	0.00	13.31
11/06/2023	MIC - 0188076	THE GAS COMPANY	Gas service, 1257 East Valley Rd - 11/01/23	0.00	7.36
11/06/2023	MIC - 0188076	THE GAS COMPANY	Gas service, Sta. 91 - 11/01/23	0.00	80.04

Cost Transactions

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3650 -- Montecito Fire Protection Dist

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
11/06/2023	MIC - 0188076	THE GAS COMPANY	Gas service, Sta. 92 - 11/03/23	0.00	89.44
12/08/2023	JE - 0258698		Property tax charges for 3 MFPD properties	0.00	13,567.92
12/13/2023	MIC - 0189228	MONTECITO WATER DISTRICT	Water service, Sta. 1	0.00	457.49
12/13/2023	MIC - 0189228	MONTECITO WATER DISTRICT	Water service, Sta. 2	0.00	376.92
12/14/2023	CLM - 0763985	SOUTHERN CALIFORNIA EDISON	Electricity service, Sta. 1 & 2	0.00	3,096.29
12/21/2023	MIC - 0189605	THE GAS COMPANY	Gas service, 1255 East Valley Rd - 12/05/23	0.00	34.78
12/21/2023	MIC - 0189605	THE GAS COMPANY	Gas service, Sta. 91 - 12/04/23	0.00	132.27
12/21/2023	MIC - 0189605	THE GAS COMPANY	Gas service, Sta. 92 - 12/05/23	0.00	159.52
Total Utilities				0.00	21,978.90
Line Item Account 8200 -- Structures&Struct Improvements					
11/06/2023	MIC - 0188032	PACIFIC ARC INC ARCHITECTS	Station 91 Loft project, 9/29/23-11/2/23	0.00	300.00
11/06/2023	MIC - 0188032	PACIFIC ARC INC ARCHITECTS	Station 92 Carport/Gate project, 9/29/23-11/2/23	0.00	1,650.00
Total Structures&Struct Improvements				0.00	1,950.00
Line Item Account 8300 -- Equipment					
11/06/2023	CLM - 0759888	ISIMULATE, LLC	Manikin for EMS training	0.00	8,590.00
11/06/2023	CLM - 0759898	STRYKER SALES CORPORATION	Cardiac Monitor carry bag, (1) budgeted	0.00	323.65
11/29/2023	CLM - 0761679	5 BAR ENGINEERING LLC	Comm:Microv simulcast consultant, July-October 23	0.00	5,130.00
11/29/2023	MIC - 0188527	COMMLINE INC	L3 Harris XL-200 chargers (6)	0.00	1,440.00
11/29/2023	MIC - 0188527	COMMLINE INC	L3 Harris XL-200 portable radios (52)	0.00	269,291.52
11/29/2023	MIC - 0188580	STRYKER SALES CORPORATION	Cardiac Monitor carry bag, (1) budgeted	0.00	386.20
11/29/2023	MIC - 0188580	STRYKER SALES CORPORATION	Cardiac Monitor electrodes, (2) budgeted	0.00	316.47
12/20/2023	CLM - 0764832	COMMLINE INC	L3 Harris XL-200 portable radio battery	0.00	159.47
12/31/2023	AUT - SUTAXJE		SUTAX JE - December 2023	0.00	1.96
Total Equipment				0.00	285,639.27
Total Montecito Fire Protection Dist				0.00	3,853,697.09

Cost Transactions

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

Fund 3652 -- Montecito Fire Cap Outlay Res

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
Line Item Account 8300 -- Equipment					
12/12/2023	CLM - 0763582	SANTA MARIA FORD	New P95 vehicle: 2023 Ford F150, VIN-88289	0.00	63,101.64
			Total Equipment	0.00	63,101.64
			Total Montecito Fire Cap Outlay Res	0.00	63,101.64

Cost Transactions

Selection Criteria: Fund = 3650, 3652, 3653

Layout Options: Summarized By = Fund, LineltemAccount; Page Break At = Fund

Fund 3653 -- Montecito Fire Land & Building

Post On	Document	Vendor/Employee Name	Description	Hours	Amount
Line Item Account 7460 -- Professional & Special Service					
11/06/2023	CLM - 0760217	FIELDMAN ROLAPP & ASSOCIATES INC	Financial analysis for Joint FS, October 2023	0.00	1,500.00
11/06/2023	CLM - 0760229	PRICE POSTEL & PARMA	Joint FS: Legal services, October 2023	0.00	2,223.00
12/08/2023	CLM - 0762873	FIELDMAN ROLAPP & ASSOCIATES INC	Financial analysis for Joint FS, November 2023	0.00	2,007.50
12/19/2023	CLM - 0763778	PRICE POSTEL & PARMA	Joint FS: Legal services, November 2023	0.00	2,223.00
Total Professional & Special Service				0.00	7,953.50
Line Item Account 8200 -- Structures&Struct Improvements					
11/06/2023	CLM - 0759906	Pauletto Electric	Electrical work to add laundry circuits, 1255 EVR	0.00	1,418.41
11/06/2023	MIC - 0188029	UNDERWOOD MANAGEMENT RESOURCES INC	Misc. projects, October 2023	0.00	2,747.50
11/06/2023	MIC - 0188029	UNDERWOOD MANAGEMENT RESOURCES INC	Rental properties project management, Oct 2023	0.00	1,330.00
11/28/2023	CLM - 0761398	TRI COUNTY BLINDS & DRAPES	Window coverings for 1255 East Valley Rd	0.00	7,500.00
12/20/2023	CLM - 0764854	INSIGHT ENVIRONMENTAL INC	Asbestos testing for 1257 East Valley Rd	0.00	615.00
Total Structures&Struct Improvements				0.00	13,610.91
Total Montecito Fire Land & Building				0.00	21,564.41

Financial Trend

Selection Criteria: Fund = 3650

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund; Columns = 3yr

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	12/31/2021 Year-To-Date Actual	12/31/2022 Year-To-Date Actual	12/31/2023 Year-To-Date Actual
Revenues			
Taxes			
3010 -- Property Tax-Current Secured	10,229,558.79	11,055,296.34	11,997,034.78
3011 -- Property Tax-Unitary	0.39	0.48	107.53
3015 -- PT PY Corr/Escapes Secured	14,127.56	53,763.23	23,980.04
3020 -- Property Tax-Current Unsecd	635,110.04	692,445.04	791,862.55
3023 -- PT PY Corr/Escapes Unsecured	7,200.28	3,977.57	21,486.90
3040 -- Property Tax-Prior Secured	-2,073.69	-532.73	-3,797.04
3050 -- Property Tax-Prior Unsecured	6,440.83	8,899.23	20,638.55
3054 -- Supplemental Pty Tax-Current	94,368.32	121,309.85	123,628.71
3056 -- Supplemental Pty Tax-Prior	-10,715.14	8,286.79	3,479.48
Taxes	10,974,017.38	11,943,445.80	12,978,421.50
Fines, Forfeitures, and Penalties			
3057 -- PT-506 Int, 480 CIOS/CIC Pen	81.49	226.69	1,532.29
Fines, Forfeitures, and Penalties	81.49	226.69	1,532.29
Use of Money and Property			
3380 -- Interest Income	7,577.98	29,376.13	114,001.05
3381 -- Unrealized Gain/Loss Invstmnts	-46,637.37	0.00	0.00
3409 -- Other Rental of Bldgs and Land	1,400.00	0.00	0.00
Use of Money and Property	-37,659.39	29,376.13	114,001.05
Intergovernmental Revenue-State			
3750 -- State-Emergency Assistance	-9,527.15	53,832.48	87,625.01
4220 -- Homeowners Property Tax Relief	38,434.61	38,670.00	37,903.03
4310 -- State Grant	14,112.20	-0.05	-0.36
Intergovernmental Revenue-State	43,019.66	92,502.43	125,527.68

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Financial Trend

Selection Criteria: Fund = 3650

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund; Columns = 3yr

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	12/31/2021 Year-To-Date Actual	12/31/2022 Year-To-Date Actual	12/31/2023 Year-To-Date Actual
Intergovernmental Revenue-Federal			
4476 -- Federal Emergency Assistance	696,204.27	330,658.96	514,603.72
Intergovernmental Revenue-Federal	696,204.27	330,658.96	514,603.72
Charges for Services			
5105 -- Reimb for District Services	78,388.52	109,505.27	83,729.26
Charges for Services	78,388.52	109,505.27	83,729.26
Miscellaneous Revenue			
5768 -- Safety Member Reimbursement	31,186.32	13,017.71	0.00
5780 -- Insurance Proceeds & Recovery	0.00	0.00	0.00
5894 -- Other-Payment for Damages	0.00	0.00	94,797.21
5895 -- Other-Donations	12,000.00	0.00	61,000.00
5909 -- Other Miscellaneous Revenue	1,418.32	1,295.54	18,392.22
Miscellaneous Revenue	44,604.64	14,313.25	174,189.43
Revenues	11,798,656.57	12,520,028.53	13,992,004.93
Expenditures			
Salaries and Employee Benefits			
6100 -- Regular Salaries	5,709,743.26	6,601,827.20	4,776,774.64
6300 -- Overtime	9,705.53	0.00	933,972.76
6301 -- Overtime - Reimbursable	1,007,793.83	0.00	747,042.00
6310 -- Overtime - Constant Staffing	152,476.13	0.00	0.00
6400 -- Retirement Contribution	1,498,241.20	1,704,280.65	972,921.03
6450 -- Supp Retirement Contribution	0.00	0.00	0.00
6550 -- FICA/Medicare	103,438.66	95,752.92	94,387.57
6600 -- Health Insurance Contrib	1,075,123.04	1,116,292.10	1,187,017.79
6700 -- Unemployment Ins Contribution	121.26	153.60	173.84
6900 -- Workers Compensation	621,943.59	698,333.90	545,943.92

Financial Trend

Selection Criteria: Fund = 3650

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund; Columns = 3yr

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	12/31/2021 Year-To-Date Actual	12/31/2022 Year-To-Date Actual	12/31/2023 Year-To-Date Actual
Salaries and Employee Benefits	10,178,586.50	10,216,640.37	9,258,233.55
Services and Supplies			
7030 -- Clothing and Personal	44,901.64	17,524.53	29,445.61
7050 -- Communications	48,699.93	55,919.11	71,889.39
7060 -- Food	1,389.04	774.55	7,001.28
7070 -- Household Supplies	11,918.91	13,541.80	16,091.85
7090 -- Insurance	80,890.00	97,377.00	108,929.00
7120 -- Equipment Maintenance	8,278.48	15,807.51	14,766.21
7200 -- Structure & Ground Maintenance	35,260.40	33,426.42	192,548.93
7205 -- Fire Defense Zone	128,152.79	138,107.76	131,821.39
7322 -- Consulting & Mgmt Fees	105.00	0.00	0.00
7324 -- Audit and Accounting Fees	3,456.75	4,723.25	19,765.24
7348 -- Instruments & Equip. < \$5000	5,113.08	7,911.73	48,095.14
7363 -- Equipment Maintenance	79,262.38	55,605.54	61,123.43
7400 -- Medical, Dental and Lab	21,303.83	20,030.98	70,959.74
7430 -- Memberships	9,895.00	11,171.00	11,680.00
7450 -- Office Expense	3,679.54	5,176.56	14,152.26
7456 -- IT Hardware Purchase < \$5K	13,333.83	1,442.08	8,329.22
7460 -- Professional & Special Service	147,095.92	158,581.72	236,569.19
7507 -- ADP Payroll Fees	3,432.06	5,013.66	5,039.49
7510 -- Contractual Services	77,557.26	103,725.24	118,956.03
7530 -- Publications & Legal Notices	279.30	2,800.62	380.00
7540 -- Rents/Leases-Equipment	2,315.87	2,554.61	2,231.45
7546 -- Administrative Expense	0.00	0.00	0.00
7580 -- Rents/Leases-Structure	4,795.20	2,449.62	5,051.52
7630 -- Small Tools & Instruments	3,608.31	2,005.01	1,499.54
7650 -- Special Departmental Expense	19,842.54	28,396.80	20,350.64

Financial Trend

Selection Criteria: Fund = 3650

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund; Columns = 3yr

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	12/31/2021 Year-To-Date Actual	12/31/2022 Year-To-Date Actual	12/31/2023 Year-To-Date Actual
7671 -- Special Projects	0.00	10,321.45	5,877.60
7730 -- Transportation and Travel	47,259.27	29,144.92	29,714.01
7731 -- Gasoline-Oil-Fuel	39,384.52	27,727.92	31,637.03
7732 -- Training	12,361.38	18,648.61	27,911.83
7760 -- Utilities	34,930.46	39,804.22	43,771.67
Services and Supplies	888,502.69	909,714.22	1,335,588.69
Other Charges			
7830 -- Interest Expense	0.00	62,177.76	52,259.00
Other Charges	0.00	62,177.76	52,259.00
Capital Assets			
8200 -- Structures&Struct Improvements	3,374.06	1,050.00	11,580.00
8300 -- Equipment	1,310.44	26,769.11	412,544.16
Capital Assets	4,684.50	27,819.11	424,124.16
Expenditures	11,071,773.69	11,216,351.46	11,070,205.40
Other Financing Sources & Uses			
Other Financing Uses			
7901 -- Oper Trf (Out)	0.00	0.00	0.00
7910 -- Long Term Debt Princ Repayment	0.00	0.00	0.00
Other Financing Uses	0.00	0.00	0.00
Other Financing Sources & Uses	0.00	0.00	0.00
Changes to Fund Balances			
Decrease to Restricted			
9797 -- Unrealized Gains	2,483.86	0.00	0.00
Decrease to Restricted	2,483.86	0.00	0.00

Financial Trend

Selection Criteria: Fund = 3650

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund; Columns = 3yr

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	12/31/2021 Year-To-Date Actual	12/31/2022 Year-To-Date Actual	12/31/2023 Year-To-Date Actual
Decrease to Residual Fund Balance			
9601 -- Residual Fund Balance-Inc/Dec	0.00	0.00	0.00
Decrease to Residual Fund Balance	0.00	0.00	0.00
Increase to Residual Fund Balance			
9601 -- Residual Fund Balance-Inc/Dec	0.00	0.00	0.00
Increase to Residual Fund Balance	0.00	0.00	0.00
Changes to Fund Balances	2,483.86	0.00	0.00
Montecito Fire Protection Dist	729,366.74	1,303,677.07	2,921,799.53
Net Financial Impact	729,366.74	1,303,677.07	2,921,799.53

Expenditure Trend

January 22, 2024 - Report of 1/15/2024

Accounting Period: CLOSED

Selection Criteria: Fund = 3650

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund; Columns = 6mo, MTDActual

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	7/31/2023 Month-To-Date Actual	8/31/2023 Month-To-Date Actual	9/30/2023 Month-To-Date Actual	10/31/2023 Month-To-Date Actual	11/30/2023 Month-To-Date Actual	12/31/2023 Month-To-Date Actual
Expenditures						
Salaries and Employee Benefits						
6100 -- Regular Salaries	433,497.22	750,924.77	1,145,930.10	561,404.85	759,083.49	1,125,934.21
6300 -- Overtime	145,160.85	282,735.58	677,803.99	129,050.68	198,446.90	-499,225.24
6301 -- Overtime - Reimbursable	0.00	0.00	0.00	0.00	-2,958.00	750,000.00
6310 -- Overtime - Constant Staffing	0.00	0.00	0.00	0.00	-20,231.00	20,231.00
6400 -- Retirement Contribution	77,879.59	77,993.91	231,968.39	75,984.69	154,060.23	355,034.22
6450 -- Supp Retirement Contribution	0.00	0.00	0.00	0.00	0.00	0.00
6550 -- FICA/Medicare	8,303.22	15,694.57	27,122.28	15,372.68	13,755.72	14,139.10
6600 -- Health Insurance Contrib	198,174.41	197,138.47	195,266.98	201,759.02	375,975.94	18,702.97
6700 -- Unemployment Ins Contribution	0.00	13.12	55.76	22.96	42.64	39.36
6900 -- Workers Compensation	506,262.00	0.00	39,681.92	0.00	0.00	0.00
Total Salaries and Employee Benefits	1,369,277.29	1,324,500.42	2,317,829.42	983,594.88	1,478,175.92	1,784,855.62
Services and Supplies						
7030 -- Clothing and Personal	0.00	26,623.39	1,181.67	500.70	571.46	568.39
7050 -- Communications	12,022.07	18,576.90	12,913.45	5,726.92	16,758.00	5,892.05
7060 -- Food	-886.00	79.38	93.66	0.00	7,208.87	505.37
7070 -- Household Supplies	2,013.52	2,731.35	2,864.60	1,895.04	4,345.25	2,242.09
7090 -- Insurance	108,929.00	0.00	0.00	0.00	0.00	0.00
7120 -- Equipment Maintenance	257.76	4,780.67	3,341.93	1,122.96	7,959.67	-2,696.78
7200 -- Structure & Ground Maintenance	5,326.00	5,084.52	132,437.51	21,498.82	24,526.08	3,676.00
7205 -- Fire Defense Zone	24,025.58	23,056.97	33,959.45	24,028.32	16,709.75	10,041.32
7322 -- Consulting & Mgmt Fees	0.00	0.00	0.00	0.00	0.00	0.00
7324 -- Audit and Accounting Fees	0.00	0.00	0.00	0.00	19,765.24	0.00
7348 -- Instruments & Equip. < \$5000	0.00	0.00	0.00	459.92	27,621.87	20,013.35
7363 -- Equipment Maintenance	4,160.24	12,734.49	16,408.85	3,860.06	19,183.14	4,776.65
7400 -- Medical, Dental and Lab	594.33	5,091.33	57,068.41	4,410.93	2,420.26	1,374.48
7430 -- Memberships	0.00	0.00	0.00	10,125.00	1,135.00	420.00

Expenditure Trend

January 22, 2024 - Report of 12/31/2023

Accounting Period: CLOSED

Selection Criteria: Fund = 3650

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund; Columns = 6mo, MTDActual

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	7/31/2023 Month-To-Date Actual	8/31/2023 Month-To-Date Actual	9/30/2023 Month-To-Date Actual	10/31/2023 Month-To-Date Actual	11/30/2023 Month-To-Date Actual	12/31/2023 Month-To-Date Actual
7450 -- Office Expense	1,015.51	174.22	582.42	10,173.72	1,777.80	428.59
7456 -- IT Hardware Purchase < \$5K	3,264.66	627.49	0.00	3,085.69	1,253.33	98.05
7460 -- Professional & Special Service	16,508.75	81,661.13	30,012.50	44,530.00	45,064.25	18,792.56
7507 -- ADP Payroll Fees	835.85	837.68	824.84	837.24	557.87	1,146.01
7510 -- Contractual Services	63,760.43	12,915.55	12,311.20	1,811.20	23,844.83	4,312.82
7530 -- Publications & Legal Notices	210.00	0.00	0.00	170.00	0.00	0.00
7540 -- Rents/Leases-Equipment	259.35	607.64	179.44	229.49	776.09	179.44
7546 -- Administrative Expense	0.00	0.00	0.00	0.00	0.00	0.00
7580 -- Rents/Leases-Structure	2,525.76	0.00	0.00	2,525.76	0.00	0.00
7630 -- Small Tools & Instruments	0.00	0.00	134.67	0.00	83.60	1,281.27
7650 -- Special Departmental Expense	1,167.16	529.30	41,230.26	36,384.30	-59,084.66	124.28
7671 -- Special Projects	0.00	0.00	0.00	0.00	4,240.82	1,636.78
7730 -- Transportation and Travel	3,708.22	0.00	5,695.02	8,283.18	8,903.00	3,124.59
7731 -- Gasoline-Oil-Fuel	-4,707.83	7,624.04	4,575.22	4,420.43	10,593.08	9,132.09
7732 -- Training	2,014.19	9,231.25	0.00	8,853.01	3,889.81	3,923.57
7760 -- Utilities	5,251.57	5,504.07	5,493.84	5,543.29	4,153.71	17,825.19
Total Services and Supplies	252,256.12	218,471.37	361,308.94	200,475.98	194,258.12	108,818.16
Other Charges						
7830 -- Interest Expense	52,259.00	0.00	0.00	0.00	0.00	0.00
Total Other Charges	52,259.00	0.00	0.00	0.00	0.00	0.00
Capital Assets						
8200 -- Structures&Struct Improvements	0.00	3,975.00	2,655.00	3,000.00	1,950.00	0.00
8300 -- Equipment	66,669.47	2,949.84	53,785.58	3,500.00	285,477.84	161.43
Total Capital Assets	66,669.47	6,924.84	56,440.58	6,500.00	287,427.84	161.43
Total Expenditures	1,740,461.88	1,549,896.63	2,735,578.94	1,190,570.86	1,959,861.88	1,893,835.21

Expenditure Trend

Selection Criteria: Fund = 3650

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund; Columns = 6mo, MTDActual

Fund 3650 -- Montecito Fire Protection Dist

Line Item Account	7/31/2023 Month-To-Date Actual	8/31/2023 Month-To-Date Actual	9/30/2023 Month-To-Date Actual	10/31/2023 Month-To-Date Actual	11/30/2023 Month-To-Date Actual	12/31/2023 Month-To-Date Actual
Other Financing Sources & Uses						
Other Financing Uses						
7901 -- Oper Trf (Out)	0.00	0.00	0.00	0.00	0.00	0.00
7910 -- Long Term Debt Princ Repayment	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Financing Uses	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Financing Sources & Uses	0.00	0.00	0.00	0.00	0.00	0.00
Total Montecito Fire Protection Dist	1,740,461.88	1,549,896.63	2,735,578.94	1,190,570.86	1,959,861.88	1,893,835.21
Total Report	1,740,461.88	1,549,896.63	2,735,578.94	1,190,570.86	1,959,861.88	1,893,835.21

Attachment B

**MONTECITO FIRE PROTECTION DISTRICT
PARS Post-Employment Benefits Trust**

OPEB Account

Month	Beginning Balance	Contributions	Earnings	Expenses	Ending Balance	1-M % (net)	3-M % (net)
December 2022	12,468,143.56	-	(205,908.63)	4,728.72	12,257,506.21	-1.69%	3.49%
January 2023	12,257,506.21	-	536,668.86	4,670.02	12,789,505.05	4.34%	6.68%
February 2023	12,789,505.05	-	(279,592.49)	4,801.30	12,505,111.26	-2.22%	0.30%
March 2023	12,505,111.26	-	208,529.38	4,749.25	12,708,891.39	1.63%	3.68%
April 2023	12,708,891.39	-	86,589.11	4,796.25	12,790,684.25	0.64%	0.01%
May 2023	12,790,684.25	-	(98,108.90)	4,818.76	12,687,756.59	-0.80%	1.46%
June 2023	12,687,756.59	-	230,331.56	4,665.77	12,913,422.38	1.78%	1.61%
July 2023	12,913,422.38	-	177,347.65	4,846.00	13,085,924.03	1.34%	2.31%
August 2023	13,085,924.03	-	(156,043.48)	4,884.90	12,924,995.65	-1.23%	1.87%
September 2023	12,924,995.65	-	(378,296.98)	4,852.62	12,541,846.05	-2.96%	-2.88%
October 2023	12,541,846.05	-	(255,073.53)	4,762.43	12,282,010.09	-2.07%	-6.14%
November 2023	12,282,010.09	-	713,996.43	4,694.89	12,991,311.63	5.78%	0.51%
Total		-	580,438.98	57,270.91			

Total Contributions to the Plan = \$ 8,376,000

Total OPEB Liability at 6/30/2022 = \$ 15,584,413

PARS OPEB balance at 6/30/2022 = 12,373,446

Net OPEB Liability at 6/30/2022 = \$ **3,210,967**

Funded status = **79.4%**

Pension Account

Month	Beginning Balance	Contributions	Earnings	Expenses	Ending Balance	1-M % (net)	3-M % (net)
December 2022	5,936,409.87	-	(98,080.80)	2,251.15	5,836,077.92	-1.69%	3.49%
January 2023	5,836,077.92	-	255,485.30	2,223.49	6,089,339.73	4.34%	6.68%
February 2023	6,089,339.73	-	(133,135.11)	2,285.97	5,953,918.65	-2.22%	0.29%
March 2023	5,953,918.65	-	99,274.99	2,261.24	6,050,932.40	1.63%	3.68%
April 2023	6,050,932.40	-	41,229.06	2,283.56	6,089,877.90	0.64%	0.01%
May 2023	6,089,877.90	-	(46,709.10)	2,294.32	6,040,874.48	-0.80%	1.46%
June 2023	6,040,874.48	-	109,672.56	2,221.45	6,148,325.59	1.78%	1.61%
July 2023	6,148,325.59	-	84,439.33	2,307.28	6,230,457.64	1.34%	2.31%
August 2023	6,230,457.64	-	(74,299.75)	2,325.80	6,153,832.09	-1.23%	1.87%
September 2023	6,153,832.09	-	(180,206.91)	2,310.42	5,971,314.76	-2.97%	-2.88%
October 2023	5,971,314.76	-	(121,272.78)	2,266.94	5,847,775.04	-2.07%	-6.14%
November 2023	5,847,775.04	-	339,647.61	2,234.82	6,185,187.83	5.77%	0.51%
Total		-	276,044.40	27,266.44			

Total Contributions to the Plan = \$ 5,600,000

Total Accrued Pension Liability at 6/30/2022 = \$ 125,459,622

CalPERS total assets at 6/30/2022 = 106,645,119

Net Pension Liability at 6/30/2022 = \$ **18,814,503**

*Funded status = **85.0%**

*The PARS pension trust balance at 6/30/22 was \$5,891,523. When combined with CalPERS assets, total assets equal \$112,536,642, or a pension funded status of 89.7%.

MONTECITO FIRE PROTECTION DISTRICT
PARS Post-Employment Benefits Trust

Account Report for the Period
10/1/2023 to 10/31/2023

David Neels
Fire Chief
Montecito Fire Protection District
595 San Ysidro Rd.
Santa Barbara, CA 93108

Account Summary

Source	Balance as of 10/1/2023	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 10/31/2023
OPEB	\$12,541,846.05	\$0.00	-\$255,073.53	\$4,762.43	\$0.00	\$0.00	\$12,282,010.09
PENSION	\$5,971,314.76	\$0.00	-\$121,272.78	\$2,266.94	\$0.00	\$0.00	\$5,847,775.04
Totals	\$18,513,160.81	\$0.00	-\$376,346.31	\$7,029.37	\$0.00	\$0.00	\$18,129,785.13

Investment Selection

Source	
OPEB	Montecito Fire Protection District - OPEB
PENSION	Montecito Fire Protection District - PENSION

Investment Objective

Source	
OPEB	Individual account based on Moderately Conservative HighMark PLUS. The dual goals of the Moderately Conservative Strategy are current income and moderate capital appreciation. The major portion of the assets is committed to income-producing securities. Market fluctuations should be expected.
PENSION	Individual account based on Moderately Conservative HighMark PLUS. The dual goals of the Moderately Conservative Strategy are current income and moderate capital appreciation. The major portion of the assets is committed to income-producing securities. Market fluctuations should be expected.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	-2.03%	-6.03%	2.91%	-0.71%	2.93%	4.16%	1/19/2010
PENSION	-2.03%	-6.03%	2.91%	-0.72%	2.69%	-	6/29/2017

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.
Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.
Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

**MONTECITO FIRE PROTECTION DISTRICT
PARS Post-Employment Benefits Trust**

**Account Report for the Period
11/1/2023 to 11/30/2023**

David Neels
Fire Chief
Montecito Fire Protection District
595 San Ysidro Rd.
Santa Barbara, CA 93108

Account Summary

Source	Balance as of 11/1/2023	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 11/30/2023
OPEB	\$12,282,010.09	\$0.00	\$713,996.43	\$4,694.89	\$0.00	\$0.00	\$12,991,311.63
PENSION	\$5,847,775.04	\$0.00	\$339,647.61	\$2,234.82	\$0.00	\$0.00	\$6,185,187.83
Totals	\$18,129,785.13	\$0.00	\$1,053,644.04	\$6,929.71	\$0.00	\$0.00	\$19,176,499.46

Investment Selection

Source	
OPEB	Montecito Fire Protection District - OPEB
PENSION	Montecito Fire Protection District - PENSION

Investment Objective

Source	
OPEB	Individual account based on Moderately Conservative HighMark PLUS. The dual goals of the Moderately Conservative Strategy are current income and moderate capital appreciation. The major portion of the assets is committed to income-producing securities. Market fluctuations should be expected.
PENSION	Individual account based on Moderately Conservative HighMark PLUS. The dual goals of the Moderately Conservative Strategy are current income and moderate capital appreciation. The major portion of the assets is committed to income-producing securities. Market fluctuations should be expected.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	5.79%	0.61%	4.65%	-0.46%	3.80%	4.62%	1/19/2010
PENSION	5.81%	0.62%	4.67%	-0.46%	3.68%	-	6/29/2017

Information as provided by US Bank, Trustee for PARS: Not FDIC Insured; No Bank Guarantee; May Lose Value



Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.
Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.
Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

Agenda

Item #10



STAFF REPORT

To: Montecito Fire Protection District Board of Directors
From: David Neels, Fire Chief 
Prepared by: Araceli Nahas, Accountant 
Date: January 22, 2024
Topic: CalPERS Health Insurance Resolution

Summary

CalPERS requires a Board-approved resolution to make changes to the employer health insurance contribution amount.

Discussion

The District's contribution amount towards health insurance premiums for employees and retirees is scheduled to increase on March 1, 2024 based on tentative labor agreements.

The attached resolution lists the scheduled contribution amounts for all Medical Groups on file with CalPERS. Currently, all employees and retirees fall within Medical Group 000 - Employees & Annuitants.

Conclusion

Staff recommends that the Board approve Resolution 2024-01 as presented.

Attachments

1. Resolution 2024-01: Fixing the Employer Contribution Under the PEMHCA at an Equal Amount for Employees and Annuitants.

Strategic Plan Reference

Strategic Plan Goal #8, Ensure Financial Accountability & Transparency

**RESOLUTION NO. 2024-01
FIXING THE EMPLOYER CONTRIBUTION
UNDER THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT
AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS**

WHEREAS, (1) Montecito Fire Protection District is a contracting agency under Government Code Section 22920 and subject to the Public Employees’ Medical and Hospital Care Act (the “Act”); and

WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it

RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of:

Medical Group	Monthly Employer Health Contribution		
	Self	Self+1	Self+ Family
000 Employees & Annuitants	\$3,000.00		
001 Board of Directors	\$3,000.00		
002 Regular Hourly Employees	\$2,250.00		
003 Part Time Hourly Employees	\$1,500.00		

plus administrative fees and Contingency Reserve Fund assessments; and be it further

RESOLVED, (b) Montecito Fire Protection District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (c) That the participation of the employees and annuitants of Montecito Fire Protection District shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Montecito Fire Protection District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and

direct, Fire Chief to file with the Board a verified copy of this resolution, and to perform on behalf of Montecito Fire Protection District all functions required of it under the Act; and be it further

RESOLVED, (e) That coverage under the Act be effective on March 1, 2024.

Adopted at a regular meeting of the Board of Directors at Santa Barbara, CA, this 22nd day of January, 2024.

Signed: _____
President of the Board of Directors

Attest: _____
Secretary of the Board of Directors

Agenda

Item #11

MONTECITO FIRE PROTECTION DISTRICT

Minutes for the Special Meeting of the Board of Directors

Held at Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, CA 93108, and teleconference location Ann Arbor District Library, 343 S. 5th Avenue, Ann Arbor, MI 48104, on December 18, 2023 at 2:00 p.m.

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

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

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

There were no public comments at this meeting.

- 2. Election of Board Officers (President, Vice President, Secretary) for 2024.**

Director Easton nominated Director van Duinwyk as President, Director Lee as Vice President, and Director Easton as Secretary, seconded by Director Dougherty. The roll call vote was as follows:

Ayes: S. Dougherty, M. Lee, P. van Duinwyk, S. Easton, J. A. Powell

Nays: None

Abstain: None

Absent: None

- 3. Appointment of Board Labor Negotiators for 2024.**

Chief Neels provided a staff report regarding the appointment of Board Labor Negotiators. Director Lee nominated Director van Duinwyk and Director Lee as Labor Negotiators, seconded by Director van Duinwyk. The roll call vote was as follows:

Ayes: S. Dougherty, M. Lee, P. van Duinwyk, S. Easton

Nays: J. A. Powell

Abstain: None

Absent: None

- 4. Appointment of Board Real Property Negotiators for 2024.**

Chief Neels provided a staff report regarding the appointment of Board Real Property Negotiators. Director Easton nominated Director Dougherty and Director van Duinwyk as Real Property Negotiators, seconded by Director Lee. The roll call vote was as follows:

Ayes: S. Dougherty, M. Lee, P. van Duinwyk, S. Easton, J. A. Powell

Nays: None

Abstain: None

Absent: None

5. Appointment of Committee members.

a. Finance Committee

Chief Neels provided a staff report regarding the appointment of Finance Committee members. Director Dougherty nominated Director van Duinwyk and Director Lee as Finance Committee members, seconded by Director Lee. The roll call vote was as follows:

Ayes: S. Dougherty, M. Lee, P. van Duinwyk, S. Easton, J. A. Powell

Nays: None

Abstain: None

Absent: None

b. Strategic Planning Committee

Chief Neels provided a staff report regarding the appointment of Strategic Planning Committee members. Director Lee nominated Director Powell and Director Easton as Strategic Planning Committee members, seconded by Director Dougherty. The roll call vote was as follows:

Ayes: S. Dougherty, M. Lee, P. van Duinwyk, S. Easton, J. A. Powell

Nays: None

Abstain: None

Absent: None

c. Personnel Committee

Chief Neels provided a staff report regarding the appointment of Personnel Committee members. Director Easton nominated Director Powell and Director Dougherty as Personnel Committee members, seconded by Director Lee. The roll call vote was as follows:

Ayes: S. Dougherty, M. Lee, P. van Duinwyk, S. Easton, J. A. Powell

Nays: None

Abstain: None
Absent: None

6. Adopt Resolution 2023-10 determining time and place of regular board meetings.

Chief Neels provided a staff report regarding Resolution 2023-10. The motion to designate 2:00 p.m. on the fourth Monday of each month at the Montecito Fire Protection District Headquarters, as the time and place of its regular meeting made by Director Powell, seconded by Director Easton. The roll call vote was as follows:

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

7. Adopt Resolution 2023-11 regarding inventory of District lands and air space.

Chief Neels provided a staff report regarding Resolution 2023-11. The motion to adopt Resolution 2023-11 regarding inventory of District lands and air space made by Director Powell, seconded by Director Lee. The roll call vote was as follows:

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

8. Adopt Resolution 2023-12 increasing Director's Compensation.

Chief Neels provided a staff report regarding Resolution 2023-12. The motion to adopt Resolution 2023-12 increasing Director's compensation made by Director Lee, seconded by Director Easton. The roll call vote was as follows:

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

9. Approval of Minutes of the November 27, 2023 Regular Meeting.

Motion to approve the minutes of the November 27, 2023 Regular meeting made by Director Lee, seconded by Director Dougherty. The roll call vote was as follows:

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

Abstain: None

Absent: None

10. Approval of Minutes of the December 1, 2023 Special Meeting.

Motion to approve the minutes of the December 1, 2023 Special meeting made by Director Dougherty, seconded by Director Easton. The roll call vote was as follows:

Ayes: S. Dougherty, M. Lee, P. van Duinwyk, S. Easton, J. A. Powell

Nays: None

Abstain: None

Absent: None

11. That the Board of Directors nominate their preferred candidate and direct staff to submit the nomination to LAFCO no later than January 4, 2024. (Strategic Plan Goal 3)

a. Staff report presented by Fire Chief Neels.

Chief Neels provided a staff report regarding the Board of Directors nomination for and Election of Special District Members to LAFCO. There were no candidates presented.

12. Fire Chief's report.

Battalion Chief Hudley presented a letter of recognition to Department Mechanic, Jess Moran. Chief Neels stated the Raising Our Light event will take place on January 9, 2024, at 6 p.m. at Montecito Union School.

13. Board of Director's report.

There were no items to report at this meeting.

14. Suggestions from Directors for items other than regular agenda items to be included for the January 22, 2024 Regular Board meeting.

Director Dougherty suggested that staff explore all options related to the Department AM Radio. Director Powell suggested that staff provide a report regarding the status of evacuation planning for individuals with access/functional needs.

15. CLOSED SESSION:

A. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code section 54956.9 (d) (4): (One potential case)

B. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

- **District negotiators: Peter van Duiwyk and Michael Lee**
- **Employee Organization: Montecito Firefighters' Association**

C. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

- **District negotiators: Peter van Duiwyk and Michael Lee**
- **Unrepresented Employees: Fire Marshal, Division Chief Operations, Battalion Chiefs, Accountant, Administrative Assistant, Public Information Officer.**

The Board reported out of closed session at 3:27 p.m. with no reportable action.

Meeting Adjourned at 3:28 p.m.

President Peter van Duiwyk

Secretary Sylvia Easton

Agenda

Item #12



Carpinteria-Summerland Fire Protection District

1140 Eugenia Place, Suite A Carpinteria, CA 93013

805.684.4591 (office) 805.684.8242 (fax)

December 18, 2023

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

Dear Chief Neels,

I would like to express my sincere appreciation for the participation of Battalion Chief Ben Hauser in our Fire Captain exam as an evaluator.

Chief Hauser's assessment on the tactical portion of the exam was a valuable asset for a highly successful selection process.

Please extend my appreciation to Chief Hauser.

Sincerely,

Robert Kovach
Fire Chief



FIRE CHIEFS ASSOCIATION OF SANTA BARBARA COUNTY

In association with the California Fire Chiefs Association



January 9, 2024

To Local Media and Community Members,

The Fire Chiefs Association of Santa Barbara County (FCA) was disappointed to learn of the initial ruling provided by Santa Barbara Superior Court Judge Geck. The ruling extended the American Medical Response ambulance transport contract until July 16 2024 when the court rules on the non-exclusive ambulance transport permit ordinance in question.

The one silver lining in this process is that the community will now be able to glean more information about why the initial Request For Proposals (RFP) was canceled, why the County Board of Supervisors made the decision to move in another direction for the provision of ambulance services in the County, and adopt a non-exclusive permit process.

Your Fire Chiefs of Santa Barbara County will continue to advocate and look out for the public's best interest while remaining 100% committed to ensuring that Santa Barbara County is prepared for the variety of emergencies that threaten and impact our communities. We will continue to daylight the current systems shortcomings and ensure the process includes transparency and accountability as we navigate this issue through the court system. We sincerely appreciate the community's continued support as we remain committed to providing a more robust and community-centered ambulance model.

The FCA works for all communities, cities, and districts in the County to ensure that we are the best protected in all aspects of emergency medical and fire services. Years ago, it became evident that our citizens were not being best served by the deployment plan of the current private ambulance provider. The FCA has been working for years to establish a more robust and superior, community-based ambulance system that would accomplish the following:

1. More comprehensive EMS ambulance services with robust deployment of 30% more ambulances on the streets than is currently provided.
 - a. Dedicated 911 and interfacility transport fleets designed for maximum ambulance availability.
 - b. Additional surge ambulances strategically placed at fire stations deployable during significant emergencies.
2. Fully transparent and accountable to an independent community advisory board of community members, stakeholders, and hospitals.
3. Revenues are reinvested into our local community to provide additional and much-needed community-focused EMS services such as low-acuity response, behavioral health, and community paramedicine programs.

Whether we end up with one or more providers, your County Fire Chiefs advocate for our respected communities and those that we serve. Our collective interest remains the same. We determined that more ambulances are needed in the system. This plan was created with input from each community in the County. We have always advocated for more units, more accountability, and revenue reinvestment locally.

We will continue to be your voice in the EMS system.

Respectfully,

Chris Mailles, President
Fire Chief, City of Santa Barbara