

MONTECITO FIRE PROTECTION DISTRICT

Agenda for the Special Meeting of the Board of Directors

Montecito Fire Protection District Headquarters
595 San Ysidro Road
Santa Barbara, California

December 20, 2022 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. Recognition for 4 years of service: Director, Judith Ishkanian.
3. Administer Oath of Office for newly elected Directors: Stephen Dougherty and Peter van Duinwyk.
4. Election of Board Officers (President, Vice President, Secretary) for 2023.
5. Appointment of Board Labor Negotiators for 2023.
6. Appointment of Board Real Property Negotiators for 2023.
7. Appointment of Committee members.
 - a. Finance Committee
 - b. Strategic Planning Committee
 - c. Personnel Committee
8. Adopt Resolution 2022-19 determining time and place of regular board meetings.
9. Adopt Resolution 2022-20 regarding inventory of District lands and air space.
10. Adopt Resolution 2022-21 increasing Director's Compensation.
11. Motion to request that the Minutes reflect Ordinance 2022-01 was published in full on December 3, 2022, in the Santa Barbara News Press. (Strategic Plan Goal 1 and 2)
12. Approval of Minutes of the November 28, 2022 Regular Meeting.

13. Fire Chief's report.
14. Board of Director's report.
15. Suggestions from Directors for items other than regular agenda items to be included for the January 23, 2022 Regular Board meeting.

Adjournment

This agenda posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is December 15, 2022.



Kevin Taylor, Fire Chief

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.

December 20, 2022

Agenda

Item #4



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: December 20, 2022
Topic: Board Elections

Summary

The Board of Directors elects a President, Vice President, and Secretary at the Regular Board Meeting every December.

Discussion

The President of the Board of Directors serves as the chairperson at all Board meetings. He or she has the same rights as the others members of the Board in voting, including motions, resolutions and ordinances, and any discussion of questions that follow such actions. The Board President also serves as the designated spokesperson for the Board after a decision has been rendered by the Board of Directors.

The Vice President serves as the chairperson of the Board in the absence of the President. If the President and Vice President of the Board are both absent, the Secretary of the Board shall serve as the chairperson of the meeting.

Conclusion

Staff recommends that the Board elect a President, Vice President, and Secretary for calendar year 2023.

Attachments

1. None.

Strategic Plan Reference

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

Agenda

Item #5



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: December 20, 2022
Topic: **Appointment of Labor Negotiators**

Summary

Labor Negotiators are appointed by your Board at the December Board of Directors meeting each year.

Discussion

The Labor Negotiators serve a one-year term and are appointed by the full Board of Directors every December. The Labor Negotiators represent the Fire District in labor negotiations with the Montecito Firefighter's Association and the Montecito Fire Department Staff Members. All employee contracts negotiated by the Labor Negotiators are ultimately approved by the full Board of Directors.

Labor negotiations are anticipated to begin in March 2022.

Conclusion

Staff recommends that the Board appoint two members to be their Labor Negotiators.

Attachments

1. None.

Strategic Plan Reference


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

Agenda

Item #6



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: December 20, 2022
Topic: **Appointment of Real Property Negotiators**

Summary

Real Property Negotiators are appointed by your Board at the December Board of Directors meeting each year.

Discussion

The Real Property Negotiators serve a one-year term and are appointed by the full Board of Directors every December. The Real Property Negotiators represent the Fire District in real property sale and/or acquisition negotiations. All real property negotiations are ultimately approved by the full Board of Directors.

Conclusion

Staff recommends that the Board appoint two members to be their Real Property Negotiators.

Attachments

1. None.

Strategic Plan Reference

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

Agenda

Item #7

Attachment

A



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: December 20, 2022
Topic: **Appointment of Finance Committee**

Summary

The Fire District has three Standing Committees: Finance Committee, Strategic Planning Committee, and Personnel Committee. Your Board appoints these committee members at the December Board of Directors meeting each year.

Discussion

The Finance Committee was established in 2013 by Resolution 2013-01. The purpose of the committee is to review the financial operations of the District, including all anticipated financial plans and to report the Committee's findings and recommendations to the District's Board of Directors.

Finance Committee members serve a one-year term and are appointed by the full Board of Directors every December. All financial reports and plans are ultimately approved by the full Board of Directors.

Conclusion

Staff recommends that the Board appoint two members to the Finance Committee.

Attachments

1. None.


Strategic Plan Reference

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

Attachment B



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: December 20, 2022
Topic: **Appointment of Strategic Planning Committee**

Summary

The Fire District has three Standing Committees: Finance Committee, Strategic Planning Committee, and Personnel Committee. Your Board appoints these committee members at the December Board of Directors meeting each year.

Discussion

The Strategic Planning Committee was established in 2013 by Resolution 2013-02. The purpose of the committee is to oversee the regular assessment of fire hazards and risk factors to the community, to collect standardized response data and analyze that data in terms of the District's standards of response coverage, to provide reports to the District's Board of Directors regarding the status of the District's emergency response system, and to develop recommendations for the District's Board of Directors regarding the strategic use of resources to improve the District's emergency response capability and performance.

Strategic Planning Committee members serve a one-year term and are appointed by the full Board of Directors every December. All Strategic Planning initiatives are ultimately approved by the full Board of Directors.

Conclusion

Staff recommends that the Board appoint two members to the Strategic Planning Committee.

Attachments

1. None.


Strategic Plan Reference

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

Attachment C



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: December 20, 2022
Topic: **Appointment of Personnel Committee**

Summary

The Fire District has three Standing Committees: Finance Committee, Strategic Planning Committee, and Personnel Committee. Your Board appoints these committee members at the December Board of Directors meeting each year.

Discussion

The Personnel Committee was established in 2013 by Resolution 2013-03. The purpose of the committee is to monitor and ensure organizational compliance with state and federal regulations for human resources, review and recommend updates to the District's personnel policies and job descriptions as needed, and to report all committee's findings and recommendations to the District's Board of Directors for final approval.

Personnel Committee members serve a one-year term and are appointed by the full Board of Directors every December.

Conclusion

Staff recommends that the Board appoint two members to the Personnel Committee.

Attachments

1. None.

Strategic Plan Reference


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

Agenda

Item #8



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: December 20, 2022
Topic: Time and Place for Holding Regular Board Meetings

Summary

Section 54954 of the Government Code requires the District to set the time and place for holding Regular Board Meetings. Resolution 2022-19 sets the time and place of Regular Board Meetings in 2023.

Discussion

Regular Board Meetings have historically been held on the fourth Monday of each month at the Montecito Fire Protection District Headquarters. If this date falls on a legal holiday, the regular meeting is held on the next business day. If by reason of fire, flood, earthquake, or other emergency, it shall be unsafe to meet in the place designated, the meetings may be held for the duration of the emergency at such place as is designated by the presiding officer.

Conclusion

Staff recommends that the Board adopt Resolution 2022-19.

Attachments

1. Resolution 2022-19.

Strategic Plan Reference

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

RESOLUTION NO. 2022-19

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTECITO FIRE PROTECTION DISTRICT
IN THE MATTER OF SETTING THE TIME AND PLACE FOR
HOLDING REGULAR BOARD MEETINGS**

WHEREAS, according to Section 54954 of the Government Code, the Board of Directors of the Montecito Fire Protection District must set the time and place for holding regular meetings to conduct business by the body.

WHEREAS, if at any time any regular meeting falls on a holiday, such regular meeting shall then be held on the next business day.

WHEREAS, if by reason of fire, flood, earthquake, or other emergency, it shall be unsafe to meet in the place designated, the meetings may be held for the duration of the emergency at such place as is designated by the presiding officer.

NOW THEREFORE BE IT, AND IT IS HEREBY RESOLVED, that the Board of Directors of the Montecito Fire Protection District hereby designates 2:00 p.m. on the fourth Monday of each month at the Montecito Fire Protection District Headquarters Station, 595 San Ysidro Road, Santa Barbara, California, as the time and place of its regular meeting. This resolution shall be effective upon adoption.

PASSED AND ADOPTED, this 20th day of December 2022, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

President of the Board of Director
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:


Secretary

Agenda

Item #9



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: December 20, 2022
Topic: Inventory of District Lands and Air Space

Summary

Government Code requires the District take an inventory of all its lands, including air space annually.

Discussion

Article 10 of Chapter 2 of Part 1 of Division 1 of Title 5 of the Government Code requires that the District take an inventory of all its lands, including air space, owner or controlled by the District, to determine what land, including air rights, it any, is in excess of its foreseeable needs.

The District owns the following real property:

1. 595 San Ysidro Road, Santa Barbara, CA 93108
2. 2300 Sycamore Canyon Road, Santa Barbara, CA 93108
3. 1255 East Valley Road, Santa Barbara, CA 93108
4. 1257 East Valley Road, Santa Barbara, CA 93108
5. 1259 East Valley Road, Santa Barbara, CA 93108

Staff does not expect that any of these lands will be excess in the foreseeable future.

Conclusion

Staff recommends that the Board adopt Resolution 2022-20.

Attachments

1. Resolution 2022-20.

Strategic Plan Reference

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

RESOLUTION 2022-20

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTECITO FIRE PROTECTION DISTRICT
CONCERNING INVENTORY OF DISTRICT LANDS AND AIR SPACE**

Pursuant to the terms and provisions of Article 10 of Chapter 2 of Part 1 of Division 1 of Title 5 of the Government Code (commencing at Section 50568), this District has taken or caused to be taken an inventory of all its lands, including air space, owned or controlled by this District, to determine what land, including air rights, if any, is in excess of its foreseeable needs.

NOW THEREFORE BE IT RESOLVED:

1. That this District owns the following real property:
 - a. 595 San Ysidro Road, Santa Barbara, CA 93108
 - b. 2300 Sycamore Canyon Road, Santa Barbara, CA 93108
 - c. 1255 East Valley Road, Santa Barbara, CA 93108
 - d. 1257 East Valley Road, Santa Barbara, CA 93108
 - e. 1259 East Valley Road, Santa Barbara, CA 93108
2. That this District does, by this Resolution, find and determine that it has no lands or air space owned or controlled by it in excess of its foreseeable needs.
3. That this Resolution is a matter of public record, and a copy shall be made available, without charge, to any citizen, limited dividend corporation, housing corporation or nonprofit corporation, who shall request such copy.

PASSED AND ADOPTED, this 20th day of December 2022, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

President of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT


ATTEST:

Agenda

Item #10



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: December 20, 2022
Topic: **Board Member Compensation**

Summary

Board member compensation is adjusted annually in accordance with Fire District Ordinance 2001-01.

Discussion

Montecito Fire Protection District Ordinance 2001-01, effective January 1, 2002, was adopted pursuant to, and in compliance with, California Health and Safety Code Section 13857(a). Board Member compensation in 2022 was \$200.00 per meeting, not to exceed four meetings per month. Ordinance 2001-01 provides that upon adoption of a resolution, the Board may annually increase such compensation in an amount not to exceed \$5.00 for attending each special or regular Board Meeting. Staff recommends that Board member compensation be raised to \$205.00 per meeting in 2023.

California Health and Safety Code Section 13857(a) was amended in 2019 to allow Board members to be compensated for more than four meetings per month if the Board makes a finding, supported by substantial evidence, that more than four meetings per month are necessary for the effective operation of the District. If the Board chooses to be compensated as allowed under this provision, staff will prepare a modification to Ordinance 2001-01 for the Board's consideration at your January 2023 meeting.

Conclusion

Staff recommends that the Board adopt Resolution 2022-21 raising Director's compensation to \$205.00 per meeting.

Attachments

1. Resolution 2022-21.

Strategic Plan Reference

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

RESOLUTION 2022-21

**RESOLUTION OF THE GOVERNING BOARD OF THE
MONTECITO FIRE PROTECTION DISTRICT REVISING
COMPENSATION FOR ITS BOARD OF DIRECTORS**

WHEREAS Montecito Fire Protection District Ordinance 2001-01, effective January 1, 2002, was adopted pursuant to and in compliance with the California Health and Safety Code Section 13857(a); and

WHEREAS pursuant to Montecito Fire Protection District Resolution 2021-14 effective December 13, 2021, members of the Board of Directors are compensated at the rate of \$200.00 per Board meeting; and

WHEREAS in accordance with Montecito Fire Protection District Ordinance 2001-01, upon the adoption of a resolution, the Board may annually increase such compensation in an amount not to exceed \$5.00 for attending each special or regular meeting of the Board; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Montecito Fire Protection District does hereby set its Directors' compensation at \$205.00 per meeting, not to exceed four meetings in any calendar month, effective January 1, 2023.

PASSED, APPROVED, AND ADOPTED this 20th day of December 2022, by the following roll call vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

President of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT


ATTEST

Agenda

Item #11



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: December 20, 2022
Topic: **Proof of Publication – Ordinance 2022-01**

Summary

The Fire District published Ordinance 2022-01 as required by Government Code on December 3, 2022.

Discussion

The Board is required by Government Code to pass a motion requesting that the minutes of the December 20, 2022 Special Board Meeting reflect that Ordinance 2022-01 was published in full on December 3, 2022 in the *Santa Barbara News Press* and that proof of publication is on file with the District.

Staff will ensure that a reasonable supply of copies of the 2022 California Fire Code are maintained at all times at the office of the Clerk of the Board and are available for purchase by the public at a cost not to exceed the District's actual costs.

Conclusion

Staff recommends that the Board pass a motion requesting that the minutes of the December 20, 2022 Special Board Meeting reflect that Ordinance 2022-01 was published in full on December 3, 2022 in the *Santa Barbara News Press* and that proof of publication is on file with the District.

Attachments

1. Proof of Publication, *Santa Barbara News Press*, dated December 3, 2022

Strategic Plan Reference

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

**SANTA BARBARA NEWS PRESS
Proof of Publication
(2015.5C.C.P)**

**Superior Court of
the State of California
In and For The County of Santa Barbara**

In the Matter of:

**Legal 58894
Ad# 645428 & 645429**

Ordinance No. 2022-01

The undersigned, being the principal clerk of the printer of the Santa Barbara News Press, a newspaper of general circulation, printed and published daily in the City of Santa Barbara, County of Santa Barbara, California and which newspaper has been adjudged a newspaper of general circulation by the Superior Court in the County of Santa Barbara, State of California, Adjudication Number 47171; and that affiant is the principal clerk of said Santa Barbara News Press. That the printed notice hereto annexed was published in the SANTA BARBARA NEWS-PRESS, in the issues of the following named dates:

December 03, 2022

I hereby certify (or declare) under penalty of perjury that the foregoing is true and correct.

Executed on this 3rd of December, 2022 at Santa Barbara, CA



P. Matsumaru

Agenda

Item #12

MONTECITO FIRE PROTECTION DISTRICT

Minutes for the Regular Meeting of the Board of Directors

Held at Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, CA 93108 on November 28, 2022 at 2:00 p.m.

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

Present: Director Lee, Director Easton, Director Ishkanian, Director van Duinwyk, Director Powell. Chief Taylor 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. Newly elected Board member, Stephen Dougherty was present and introduced himself.

- 2. Receive presentation from PARS/Highmark representatives, Angela Tang and Tory Milazzo, regarding the District's post-retirement benefits trust investments plans. (Strategic Plan Goal 8)**

- a. Staff report presented by District Accountant Nahas.**

Accountant Nahas introduced PARS/Highmark representatives, Angela Tang and Tory Milazzo. The representatives provided a power point presentation regarding the Fire District's post-retirement benefits trust investment plans.

- 3. Public Hearing for Ordinance No. 2022-01 of the Montecito Fire Protection District adopting the 2022 California Fire Code and the Montecito Fire Protection District Development Standards, amending provisions of the 2022 California Residential Code, amending provisions of the 2022 California Building Code and subsequent adoption. (Strategic Plan Goal 1 and 2)**

- a. Staff report presented by Fire Marshal Briner.**

Fire Marshal Briner provided a staff report regarding the 2022 California Fire Code and the Montecito Fire Protection District Development Standards. Director Lee opened the public hearing. There was no public testimony. Director Lee closed the public hearing. The motion was made by Director van Duinwyk, seconded by Director Ishkanian to adopt Ordinance No. 2022-01 of the Montecito Fire Protection District as read by title only. The Roll Call Vote was as follows:

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

The motion was made by Director van Duinwyk, seconded by Director Ishkanian and unanimously passed to direct the Fire Chief to file a Notice of Exemption pursuant to the California Environmental Quality Act with the Santa Barbara County Clerk.

4. Report from the Finance Committee. (Strategic Plan Goal 8)

a. Consider recommendation to approve September and October 2022 financial statements.

Director van Duinwyk provided a report regarding the September and October 2022 financial statements. Motion made by Director Easton, seconded by Director van Duinwyk and unanimously passed to approve the September and October 2022 financial statements.

b. Review PARS Post-Employment Benefits Trust statements for September and October 2022.

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

5. Consider approval of Resolution 2022-18, 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 District Accountant Nahas.

Accountant Nahas provided a staff report regarding the Public Employees' Medical and Hospital Care Act. Motion to approve Resolution 2022-18 made by Director Powell, seconded by Director van Duinwyk. The Roll Call Vote was as follows:

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

6. Approval of Minutes of the October 24, 2022 Regular Meeting.

Motion to approve the minutes of the October 24, 2022 Regular meeting made by Director Ishkanian, seconded by Director Lee and unanimously passed.

7. Approval of Minutes of the October 25, 2022 Special Meeting.

Motion to approve the minutes of the October 25, 2022 Special meeting made by Director Easton, seconded by Director van Duinwyk and unanimously passed.

8. Fire Chief's report.

Division Chief Neels provided an update regarding recent weather events. Fire Marshal Briner provided an update regarding the Vent Retrofit and Neighborhood Chipping Programs. He also provided an update regarding the Alert Wildfire Cameras. Chief Taylor stated that the December Special Board meeting will be held Tuesday, December 20th at 2:00 p.m.

9. Board of Director's report.

There were no items to report at this meeting.

10. Suggestions from Directors for items other than regular agenda items to be included for the December 20, 2022 Special Board meeting.

There were no additional suggestions from the Directors.

11. CLOSED SESSION:

- a. **PUBLIC EMPLOYEE APPOINTMENT (Government Code section 54957) Title: Fire Chief**
- b. **CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6)
 Agency Negotiators: Directors Lee and Powell
 Unrepresented Employee: Fire Chief**

The Board reported out of closed session at 4:02 p.m. with no reportable action.

Meeting Adjourned at 4:03 p.m.

President Michael Lee

Secretary Judith Ishkanian

Agenda

Item #13

From: [Kevin Taylor](#)
To: [Alex Broumand](#); [Aaron Briner](#)
Cc: [Joyce Reed](#)
Subject: Re: Thank you
Date: Monday, November 28, 2022 11:49:50 AM
Attachments: [image001.png](#)

Fantastic Alex, thank you for sharing.

From: Alex Broumand <abroumand@montecitofire.com>
Date: Monday, November 28, 2022 at 11:36 AM
To: Aaron Briner <abriner@montecitofire.com>
Cc: Kevin Taylor <ktaylor@montecitofire.com>
Subject: FW: Thank you

A feel good email from the public.

Alex



Alex Broumand

Captain - Assistant Fire Marshal

595 San Ysidro Road, Santa Barbara, CA 93108

STATION (805) 969-7762

CELL (805) 651-6537

montecitofire.com

From: CB <cbuergey@gmail.com>
Sent: Tuesday, November 22, 2022 12:36 PM
To: Alex Broumand <abroumand@montecitofire.com>
Subject: Thank you

Good afternoon Mr. Broumand,

I want to thank you very much for having the electric box replace at the end of Eucalyptus Lane in Montecito, next to the beach.

I enjoyed our conversation plus always great to meet a person that does what they say they are going to do.

Have a wonderful Thanksgiving celebration.

Many thanks and best regards.

Candice