



AGENDA

CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT REGULAR MEETING OF THE BOARD OF DIRECTORS

To be held at the
Carpinteria City Hall, Council Chambers
5775 Carpinteria Avenue, Carpinteria, California 93013

December 6, 2023

A. Call to order – 5:30 p.m.

Board Members: Suzy Cawthon, President
Jena Jenkins, Vice-President
Lisa Guravitz, Secretary
John Nicoli, Director
Randy McGlade, Director

Administrator: Robert Kovach, Fire Chief

District Counsel: Mark Manion

This regular meeting tonight is being broadcast live over Government Access Television Channel 21. It will be re-broadcast Friday, December 8, 2023, at 7:00 p.m.

NOTE: PUBLIC COMMENTS ON REGULAR AGENDA ITEMS MAY BE TAKEN AT THE TIME THE AGENDA ITEM IS HEARD. The District requests that a speaker slip be completed and the remarks be limited to three minutes.

Agenda Modifications: The District may modify the regular agenda by tabling items, adding urgent items, or changing the order in which items are considered.

Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if persons need special assistance to participate in this meeting or need this agenda provided in a disability-related alternative format, please get in touch with the Carpinteria-Summerland Fire Protection District Office (805) 684-4591. Notification 24 hours before the meeting will assist the District in making 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

Carpinteria-Summerland Fire Protection District offices located at 1140 Eugenia Place, Suite A, Carpinteria, California, during regular business hours.

B. Pledge of Allegiance

C. Introductions, Proclamations, Presentations, and Recognitions
none

D. Annual Organizational Meeting

1. Election of Officers of the Board

2. Appointments to Board Sub-Committees

- a. Finance (currently Jenkins & McGlade)
- b. Fleet & Facilities (currently Cawthon & Nicoli)
- c. District Relations (currently Guravitz)

3. Appointment of the Board Ad-Hoc Committee

- a. Management / Labor Relations (currently Cawthon & Jenkins)

E. Public Comments

Any person may address the Board at this time on any agenda or non-agenda matter within the District's subject matter jurisdiction. The District is not responsible for the content of statements made during the public comment period, or the factual accuracy of any such statements.

F. Correspondence
Resignation Letter

G. Approval of Minutes

- Motion to approve minutes of the November 1, 2023 – Regular Board Meeting

H. Financial Matters

- Motion to approve Financial Status Report Fiscal Year 2023/2024

I. Discussion and possible action item: Nominations of one Regular and one Alternate Special District Member to serve as the special district members on LAFCO (Santa Barbara Local Agency Formation Commission).

J. Administrative Report

The Administrator may report on various matters involving the District. There will be no Board discussion except to ask questions or refer matters to Staff and no action unless listed on a subsequent agenda.

- Administrative Report
- Fire Prevention Report

- Logistics Report
- Operations Report
- Training Report

◦ Facilities Committee Report (if needed)

K. Board Communications

Each member of the Board may report about various matters involving the District. There will be no Board discussion except to ask questions or refer matters to Staff, and action will only be taken if listed on a subsequent agenda.

L. Upcoming Agenda Items

Upcoming agenda items can be discussed by individual Board Members to ascertain priority and direction given to administrative staff members. If the President directs, items will be placed on future agendas for discussion and/or action.

M. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code section 54956.9 (d) (4):
(One potential case)

F

Lisa Guravitz
349 Ash Ave Spc 25
Carpinteria, CA 93013
805-708-0460

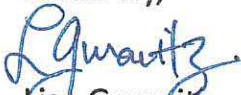
15 November 2023

Dear Chief Kovachs,

I am hereby submitting my Letter of Resignation from the Carpinteria-Summerland Board of Directors, effective December 7, 2023.

I have thoroughly enjoyed being a Director over the years, and appreciate all that the department stands for and is working toward.

Sincerely,


Lisa Guravitz

G

**CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT
MINUTES
REGULAR BOARD MEETING OF NOVEMBER 1, 2023**

CALL TO ORDER

President Cawthon called the meeting to order at 5:30 p.m. at Carpinteria City Hall, Council Chambers, 5775 Carpinteria Avenue, Carpinteria, California.

ROLL CALL

Directors Present: Suzy Cawthon, President
Jena Jenkins, Vice-President
Lisa Guravitz, Secretary
John Nicoli, Director

Directors Absent: Randy McGlade, Director

Administrator: Robert Kovach, Fire Chief
District Counsel: Mark Manion

PLEDGE OF ALLEGIANCE

Led by Director Nicoli

**INTRODUCTIONS, PROCLAMATIONS, PRESENTATIONS, AND
RECOGNITIONS**

None

PUBLIC COMMENT

None

CORRESPONDENCE

None

APPROVAL OF THE MINUTES

The motion to approve the minutes of the Special Board Meeting of October 12, 2023, was made by Director Nicoli,

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

**INTRODUCTIONS, PROCLAMATIONS,
AND RECOGNITIONS**

PUBLIC COMMENT

CORRESPONDENCE

APPROVAL OF THE MINUTES

seconded by Director Guravitz, and passed unanimously by those in attendance.

FINANCIAL MATTERS

The motion to approve the Financial Status Report for the 2023/2024 Fiscal Year was made by Director Jenkins, seconded by Director Nicoli, and passed unanimously by those in attendance.

APPROVAL OF STATION 61 KITCHEN REMODEL

Battalion Chief Noah Tunney gave a staff report. The motion to approve the remodel of Station 61 kitchen and dayroom was made by Director Nicoli, seconded by Director Jenkins, and passed unanimously by those in attendance.

ADMINISTRATIVE REPORT

Chief Kovach updated the board on the following items:

Station 62 Relocation Project – FSLC met on October 26, 2023. The financial consulting services contract from Fieldman, Rolapp & Associates is in place, and the first orientation meeting was held early in the day. We are still waiting on the geological survey from Regency Innovation LLC. We must complete a financial analysis and geological survey to move forward.

Station 63 New Central Station – No response from Zevo Holdings on options to purchase more property.

Ambulance Service is changing to SBC Fire. It is still on track for March 1, 2024, and to house a 24-hour ambulance at Station 61 and a surge ambulance.

Regional Fire Communications Center – Chief Kovach attends weekly Joint Executive Committee Meetings. The center is scheduled to open on July 15, 2024; our agency and Montecito Fire Protection District will transition in January of 2025.

Our Annual Holiday Party is set for December 2, 2023. Our next monthly meeting on December 6th is the Annual Organizational Meeting.

BOARD COMMUNICATIONS

None

UPCOMING AGENDA ITEMS

Sta 61, Sta 62 current and future, Sta 63, and Annex House

FINANCIAL MATTERS

APPROVAL OF STATION 61 KITCHEN REMODEL

ADMINISTRATIVE REPORT

BOARD COMMUNICATIONS

UPCOMING AGENDA ITEMS

The Board adjourned at 5:42 p.m.

ATTEST:

Lisa Guravitz, Secretary

Minutes prepared by Grace Rampton, Clerk of the Board/Executive Assistant

H

Financial Status (Real-Time)

As of: 11/30/2023 (42% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 3630; Department = 890

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

Fund 3630 -- Carp/Sumld Fire Protection

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	11/30/2023 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	11,600,000.00	1,628,071.53	-9,971,928.47	14.04 %
3011 -- Property Tax-Unitary	142,000.00	70.22	-141,929.78	0.05 %
3015 -- PT PY Corr/Escapes Secured	0.00	13,197.76	13,197.76	--
3020 -- Property Tax-Current Unsecd	410,000.00	433,956.17	23,956.17	105.84 %
3023 -- PT PY Corr/Escapes Unsecured	0.00	11,842.44	11,842.44	--
3040 -- Property Tax-Prior Secured	0.00	-2,094.82	-2,094.82	--
3050 -- Property Tax-Prior Unsecured	0.00	11,295.55	11,295.55	--
3054 -- Supplemental Pty Tax-Current	100,000.00	67,999.93	-32,000.07	68.00 %
3056 -- Supplemental Pty Tax-Prior	0.00	1,929.51	1,929.51	--
Taxes	12,252,000.00	2,166,268.29	-10,085,731.71	17.68 %
Licenses, Permits and Franchises				
3201 -- Building Permits	50,000.00	32,141.00	-17,859.00	64.28 %
3211 -- Cannabis Licenses	0.00	540.00	540.00	--
3279 -- Miscellaneous Permits	25,000.00	14,645.00	-10,355.00	58.58 %
Licenses, Permits and Franchises	75,000.00	47,326.00	-27,674.00	63.10 %
Fines, Forfeitures, and Penalties				
3057 -- PT-506 Int, 480 CIOS/CIC Pen	0.00	837.08	837.08	--
Fines, Forfeitures, and Penalties	0.00	837.08	837.08	--
Use of Money and Property				
3380 -- Interest Income	75,000.00	68,625.98	-6,374.02	91.50 %
Use of Money and Property	75,000.00	68,625.98	-6,374.02	91.50 %
Intergovernmental Revenue-State				
3750 -- State-Emergency Assistance	350,000.00	64,179.16	-285,820.84	18.34 %
4220 -- Homeowners Property Tax Relief	43,000.00	0.00	-43,000.00	0.00 %



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Intergovernmental Revenue-State	393,000.00	64,179.16	-328,820.84	16.33 %
Intergovernmental Revenue-Federal				
4476 -- Federal Emergency Assistance	150,000.00	142,751.64	-7,248.36	95.17 %
Intergovernmental Revenue-Federal	150,000.00	142,751.64	-7,248.36	95.17 %
Charges for Services				
5105 -- Reimb for District Services	5,000.00	389.25	-4,610.75	7.79 %
5433 -- Inspection Fees	1,000.00	0.00	-1,000.00	0.00 %
Charges for Services	6,000.00	389.25	-5,610.75	6.49 %
Miscellaneous Revenue				
5909 -- Other Miscellaneous Revenue	3,000.00	1,501.08	-1,498.92	50.04 %
Miscellaneous Revenue	3,000.00	1,501.08	-1,498.92	50.04 %
Revenues	12,954,000.00	2,491,878.48	-10,462,121.52	19.24 %
Expenditures				
Salaries and Employee Benefits				
6100 -- Regular Salaries	4,900,000.00	2,167,386.47	2,732,613.53	44.23 %
6300 -- Overtime	105,000.00	51,907.63	53,092.37	49.44 %
6301 -- Overtime - Reimbursable	500,000.00	468,861.44	31,138.56	93.77 %
6310 -- Overtime - Constant Staffing	995,000.00	312,396.31	682,603.69	31.40 %
6400 -- Retirement Contribution	2,500,000.00	838,184.69	1,661,815.31	33.53 %
6475 -- Retiree Medical OPEB	170,000.00	46,351.57	123,648.43	27.27 %
6550 -- FICA/Medicare	150,000.00	43,708.02	106,291.98	29.14 %
6600 -- Health Insurance Contrib	580,000.00	267,860.75	312,139.25	46.18 %
6900 -- Workers Compensation	435,000.00	434,239.98	760.02	99.83 %
Salaries and Employee Benefits	10,335,000.00	4,630,896.86	5,704,103.14	44.81 %



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Fund 3630 -- Carp/SumId Fire Protection

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	11/30/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
Services and Supplies				
7030 -- Clothing and Personal	45,000.00	19,099.76	25,900.24	42.44 %
7050 -- Communications	25,000.00	1,203.55	23,796.45	4.81 %
7053 -- Telephone Service Local	72,000.00	22,357.43	49,642.57	31.05 %
7070 -- Household Supplies	15,000.00	7,962.22	7,037.78	53.08 %
7090 -- Insurance	60,000.00	64,404.00	-4,404.00	107.34 %
7120 -- Equipment Maintenance	67,000.00	11,019.64	55,980.36	16.45 %
7205 -- Fire Defense Zone	40,000.00	17,382.36	22,617.64	43.46 %
7324 -- Audit and Accounting Fees	16,000.00	0.00	16,000.00	0.00 %
7347 -- Furniture & Fixtures < \$5000	15,000.00	2,735.00	12,265.00	18.23 %
7348 -- Instruments & Equip. < \$5000	20,000.00	2,140.82	17,859.18	10.70 %
7362 -- Building Maintenance	65,000.00	55,102.87	9,897.13	84.77 %
7363 -- Equipment Maintenance	120,000.00	47,847.58	72,152.42	39.87 %
7383 -- Licenses & Taxes	2,000.00	0.00	2,000.00	0.00 %
7400 -- Medical, Dental and Lab	60,000.00	9,360.89	50,639.11	15.60 %
7430 -- Memberships	15,000.00	4,347.98	10,652.02	28.99 %
7450 -- Office Expense	10,000.00	3,208.58	6,791.42	32.09 %
7455 -- Printing Expense	500.00	0.00	500.00	0.00 %
7456 -- IT Hardware Purchase < \$5K	20,000.00	0.00	20,000.00	0.00 %
7460 -- Professional & Special Service	120,000.00	53,261.15	66,738.85	44.38 %
7506 -- Administrative Expense (SBC)	6,000.00	5,923.73	76.27	98.73 %
7507 -- ADP Payroll Fees	7,000.00	2,498.03	4,501.97	35.69 %
7508 -- Legal Fees	70,000.00	32,727.00	37,273.00	46.75 %
7510 -- Contractual Services	150,000.00	65,907.07	84,092.93	43.94 %
7530 -- Publications & Legal Notices	4,000.00	225.00	3,775.00	5.63 %
7546 -- Administrative Expense	135,000.00	0.00	135,000.00	0.00 %
7580 -- Rents/Leases-Structure	75,000.00	31,245.00	43,755.00	41.66 %
7650 -- Special Departmental Expense	135,000.00	0.00	135,000.00	0.00 %



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Fund 3630 -- Carp/SumId Fire Protection

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	11/30/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
7653 -- Training Fees & Supplies	75,000.00	20,214.18	54,785.82	26.95 %
7671 -- Special Projects	52,000.00	26,067.06	25,932.94	50.13 %
7694 -- Illness & Injury Prevention	10,000.00	7,005.44	2,994.56	70.05 %
7730 -- Transportation and Travel	20,000.00	12,210.54	7,789.46	61.05 %
7731 -- Gasoline-Oil-Fuel	75,000.00	37,537.23	37,462.77	50.05 %
7732 -- Training	43,000.00	10,088.57	32,911.43	23.46 %
7738 -- Health Reimbursement Cash	1,500.00	648.00	852.00	43.20 %
7740 -- Retirement- Benefit Payments	0.00	6,316.25	-6,316.25	--
7760 -- Utilities	35,000.00	12,988.51	22,011.49	37.11 %
Services and Supplies	1,681,000.00	593,035.44	1,087,964.56	35.28 %
Expenditures	12,016,000.00	5,223,932.30	6,792,067.70	43.47 %
Changes to Fund Balances				
Increase to Committed				
9830 -- Accumulated Capital Outlay	325,000.00	0.00	325,000.00	0.00 %
9831 -- Capital Equipment Replacement	325,000.00	0.00	325,000.00	0.00 %
Increase to Committed	650,000.00	0.00	650,000.00	0.00 %
Changes to Fund Balances	-650,000.00	0.00	650,000.00	0.00 %
Carp/SumId Fire Protection	288,000.00	-2,732,053.82	-3,020,053.82	-948.63 %
Net Financial Impact	288,000.00	-2,732,053.82	-3,020,053.82	-948.63 %

Financial Status (Real-Time)

As of: 11/30/2023 (42% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 3633; Department = 890

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

Fund 3633 -- Carp/Sumld Fire Prot-Aco-Resv

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	11/30/2023 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	5,000.00	2,715.04	-2,284.96	54.30 %
Use of Money and Property	5,000.00	2,715.04	-2,284.96	54.30 %
Charges for Services				
5305 -- Parks Quimby Fees	45,000.00	37,623.38	-7,376.62	83.61 %
Charges for Services	45,000.00	37,623.38	-7,376.62	83.61 %
Revenues	50,000.00	40,338.42	-9,661.58	80.68 %
Expenditures				
Services and Supplies				
7460 -- Professional & Special Service	0.00	88,255.02	-88,255.02	--
Services and Supplies	0.00	88,255.02	-88,255.02	--
Capital Assets				
8200 -- Structures&Struct Improvements	420,000.00	0.00	420,000.00	0.00 %
Capital Assets	420,000.00	0.00	420,000.00	0.00 %
Expenditures	420,000.00	88,255.02	331,744.98	21.01 %
Changes to Fund Balances				
Decrease to Committed				
9830 -- Accumulated Capital Outlay	420,000.00	0.00	-420,000.00	0.00 %
Decrease to Committed	420,000.00	0.00	-420,000.00	0.00 %
Increase to Restricted				
9730 -- Allocated for Capital Outlay	50,000.00	0.00	50,000.00	0.00 %
Increase to Restricted	50,000.00	0.00	50,000.00	0.00 %
Changes to Fund Balances	370,000.00	0.00	-370,000.00	0.00 %

Financial Status (Real-Time)

As of: 11/30/2023 (42% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 3633; Department = 890

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

Fund 3633 -- Carp/Sumld Fire Prot-Aco-Resv

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	11/30/2023 Year-To-Date Actual	6/30/2024 Fiscal Year Variance	6/30/2024 Fiscal Year Pct of Budget
Carp/Sumld Fire Prot-Aco-Resv	0.00	-47,916.60	-47,916.60	--
Net Financial Impact	0.00	-47,916.60	-47,916.60	--

Financial Status (Real-Time)

As of: 11/30/2023 (42% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 3634; Department = 890

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

Fund 3634 -- Capital Replacement Fund

Line Item Account	6/30/2024 Fiscal Year Adjusted Budget	11/30/2023 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	5,000.00	3,117.17	-1,882.83	62.34 %
Use of Money and Property	5,000.00	3,117.17	-1,882.83	62.34 %
Charges for Services				
5105 -- Reimb for District Services	230,000.00	108,435.12	-121,564.88	47.15 %
Charges for Services	230,000.00	108,435.12	-121,564.88	47.15 %
Revenues	235,000.00	111,552.29	-123,447.71	47.47 %
Expenditures				
Capital Assets				
8300 -- Equipment	235,000.00	0.00	235,000.00	0.00 %
Capital Assets	235,000.00	0.00	235,000.00	0.00 %
Expenditures	235,000.00	0.00	235,000.00	0.00 %
Capital Replacement Fund	0.00	111,552.29	111,552.29	--
Net Financial Impact	0.00	111,552.29	111,552.29	--

Balance Sheet (Real-Time)

As of: 11/30/2023
Accounting Period: OPEN

Selection Criteria: Fund = 3630

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

Fund 3630 -- Carp/Sumld Fire Protection

	Beginning Balance 7/1/2023	Year-To-Date Debits	Year-To-Date Credits	Ending Balance 11/30/2023
Assets & Other Debits				
Assets				
0110 -- Cash in Treasury	13,967,787.07	3,564,236.53	6,352,666.71	11,179,356.89
0112 -- Deposits in Transit	343.00	75,847.75	76,190.75	0.00
0113 -- Cash in Treasury-Props 215/64	0.00	229.00	229.00	0.00
0120 -- Imprest Cash	300.00	0.00	0.00	300.00
0230 -- Accounts Receivable	51,649.46	0.00	51,649.16	0.30
0240 -- Interest Receivable	76,466.06	68,625.98	145,092.04	0.00
0510 -- Prepaid W/C Insurance	57,572.49	0.00	57,572.49	0.00
0550 -- Deposits with Others	1,512.90	0.00	0.00	1,512.90
Total Assets	14,155,630.98	3,708,939.26	6,683,400.15	11,181,170.09
Total Assets & Other Debits	14,155,630.98	3,708,939.26	6,683,400.15	11,181,170.09
Liabilities, Equity & Other Credits				
Liabilities				
1010 -- Warrants Payable	0.00	302,038.04	304,562.71	2,524.67
1015 -- EFT Payable	5,206.86	1,201,061.08	1,195,854.22	0.00
1020 -- Salaries & Benefits Payable	169,837.62	169,837.62	0.00	0.00
1100 -- Payroll Taxes Payable	1,665.10	1,665.10	0.00	0.00
1210 -- Accounts Payable	52,151.38	1,499,490.49	1,448,419.73	1,080.62
1240 -- Accrued Expenses	12,158.40	12,158.40	0.00	0.00
1331 -- Due To Other Governments	1,679,508.85	0.00	0.00	1,679,508.85
1730 -- Unidentified Deposits	0.00	435,311.66	430,318.66	-4,993.00
1733 -- Unident Deposits-Props 215/64	0.00	229.00	229.00	0.00
Total Liabilities	1,920,528.21	3,621,791.39	3,379,384.32	1,678,121.14
Equity				
2130 -- Fund Balance-Committed	9,400,031.86	0.00	0.00	9,400,031.86
2200 -- Fund Balance-Residual	2,835,070.91	20,026,225.15	17,294,171.33	103,017.09

Balance Sheet (Real-Time)

As of: 11/30/2023
Accounting Period: OPEN

Selection Criteria: Fund = 3630

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

Fund 3630 -- Carp/SumId Fire Protection

	Beginning Balance 7/1/2023	Year-To-Date Debits	Year-To-Date Credits	Ending Balance 11/30/2023
Total Equity	12,235,102.77	20,026,225.15	17,294,171.33	9,503,048.95
Total Liabilities, Equity & Other Credits	14,155,630.98	23,648,016.54	20,673,555.65	11,181,170.09

Balance Sheet (Real-Time)

As of: 11/30/2023
Accounting Period: OPEN

Selection Criteria: Fund = 3633

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

Fund 3633 -- Carp/Sumld Fire Prot-Aco-Resv

	Beginning Balance 7/1/2023	Year-To-Date Debits	Year-To-Date Credits	Ending Balance 11/30/2023
Assets & Other Debits				
Assets				
0110 -- Cash in Treasury	492,548.81	42,947.47	88,255.02	447,241.26
0112 -- Deposits in Transit	0.00	19,517.67	19,517.67	0.00
0240 -- Interest Receivable	2,609.05	2,715.04	5,324.09	0.00
Total Assets	495,157.86	65,180.18	113,096.78	447,241.26
Total Assets & Other Debits	495,157.86	65,180.18	113,096.78	447,241.26
Liabilities, Equity & Other Credits				
Liabilities				
1010 -- Warrants Payable	0.00	86,903.77	86,903.77	0.00
1015 -- EFT Payable	0.00	1,351.25	1,351.25	0.00
1210 -- Accounts Payable	0.00	88,255.02	88,255.02	0.00
1730 -- Unidentified Deposits	0.00	57,141.05	57,141.05	0.00
Total Liabilities	0.00	233,651.09	233,651.09	0.00
Equity				
2120 -- Fund Balance-Restricted	545,760.21	0.00	0.00	545,760.21
2130 -- Fund Balance-Committed	205,292.00	0.00	0.00	205,292.00
2200 -- Fund Balance-Residual	-255,894.35	558,255.02	510,338.42	-303,810.95
Total Equity	495,157.86	558,255.02	510,338.42	447,241.26
Total Liabilities, Equity & Other Credits	495,157.86	791,906.11	743,989.51	447,241.26

Balance Sheet (Real-Time)

As of: 11/30/2023
Accounting Period: OPEN

Selection Criteria: Fund = 3634

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

Fund 3634 -- Capital Replacement Fund

	Beginning Balance 7/1/2023	Year-To-Date Debits	Year-To-Date Credits	Ending Balance 11/30/2023
Assets & Other Debits				
Assets				
0110 -- Cash in Treasury	512,321.21	114,139.71	0.00	626,460.92
0240 -- Interest Receivable	2,587.42	3,117.17	5,704.59	0.00
Total Assets	514,908.63	117,256.88	5,704.59	626,460.92
Total Assets & Other Debits	514,908.63	117,256.88	5,704.59	626,460.92
Liabilities, Equity & Other Credits				
Liabilities				
1730 -- Unidentified Deposits	0.00	108,435.12	108,435.12	0.00
Total Liabilities	0.00	108,435.12	108,435.12	0.00
Equity				
2130 -- Fund Balance-Committed	34,758.91	0.00	0.00	34,758.91
2200 -- Fund Balance-Residual	480,149.72	235,000.00	346,552.29	591,702.01
Total Equity	514,908.63	235,000.00	346,552.29	626,460.92
Total Liabilities, Equity & Other Credits	514,908.63	343,435.12	454,987.41	626,460.92

CSFPD Expenditures Nov 1 - 30, 2023

VendorName	Description	Dollars	Document
AMERICAN RIVER BENEFIT ADMINISTRATORS	ARBA-ADDT'L LIFE 12-01-23	\$105.00	CLM - 0759764
ANTHEM BLUE CROSS	ANTHEM-ADMIN MEDICAL ER - 12/01/23	\$5,117.65	CLM - 0759762
ANTHEM BLUE CROSS	ANTHEM-ADMIN MEDICAL EE - 12/01/23	\$1,304.33	CLM - 0759762
A-OK MOWER SHOP INC	ETHANOL	\$271.60	CLM - 0761459
Blum & Sons Electric Inc	STA 61 - MISC ELECTRICAL WORK	\$2,617.34	CLM - 0759822
Blum & Sons Electric Inc	STA 62 - ELECTRICAL REPAIR	\$247.00	CLM - 0761460
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$426.91	MIC - 0188450
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$437.98	MIC - 0188450
CARPINTERIA SUMMERLAND FIREFIGHTERS ASSOC	CSFFA-UNION DUES DECEMBER	\$3,736.70	CLM - 0759767
CARPINTERIA SUMMERLAND FIREFIGHTERS ASSOC	CSFFA-UNION DUES 12-01-23	\$3,736.70	CLM - 0760745
CARPINTERIA VALLEY WATER DISTRICT	ANNEX	\$76.35	MIC - 0188451
CARPINTERIA VALLEY WATER DISTRICT	HQ	\$130.03	MIC - 0188451
CARPINTERIA VALLEY WATER DISTRICT	STA 61	\$441.58	MIC - 0188451
CHAS DONNER	COMPANY OFFICER 2C PARTIAL PAYOUT	\$83.43	TRC - 0060642
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	COLONIAL LIFE-DECEMBER	\$839.48	CLM - 0760751
COX COMMUNICATIONS - BUSINESS	HQ - INTERNET	\$622.62	CLM - 0758387
COX COMMUNICATIONS - BUSINESS	HQ - CABLE	\$9.55	MIC - 0187961
COX COMMUNICATIONS - BUSINESS	STA 62 - INTERNET	\$166.53	MIC - 0187961
COX COMMUNICATIONS - BUSINESS	HQ - INTERNET	\$622.62	CLM - 0761464
DEAN CAREY	TUITION	\$1,250.00	TRC - 0060641
E J Harrison & Sons Inc	STA 61	\$307.02	CLM - 0761466
FRONTIER	LOCAL PHONE SERVICE	\$119.99	CLM - 0758473
FRONTIER	LOCAL PHONE SERVICE	\$44.24	CLM - 0759827
FRONTIER	LOCAL PHONE SERVICE	\$97.02	MIC - 0188456
FRONTIER	LOCAL PHONE SERVICE	\$80.81	MIC - 0188456
FRONTIER	LOCAL PHONE SERVICE	\$95.43	MIC - 0188456
HARBOR OFFICE SOLUTIONS	STA 61 - COPIER	\$123.56	MIC - 0188464
HARBOR OFFICE SOLUTIONS	HQ - COPIER	\$686.18	MIC - 0188464
HELPING HAND HEALTH EDUCATION LLC	RIEGER - BLS PROVIDER'S CARD	\$11.00	CLM - 0758301
IAFF-MERP	IAFF-MERP EMPLOYEE BENEFIT TRUST-ER NOVEMBER	\$3,780.00	CLM - 0758496

CSFPD Expenditures Nov 1 - 30, 2023

VendorName	Description	Dollars	Document
IAFF-MERP	IAFF-MERP EMPLOYEE BENEFIT TRUST-EE NOVEMBER	\$5,940.00	CLM - 0758496
IMPULSE INTERNET SERVICES	CSFD PHONE SERVICE	\$1,531.43	CLM - 0761472
INTERSTATE BATTERIES OF SIERRA MADRE	APPARATUS BATTERIES	\$1,035.42	CLM - 0758913
JOHN RIEGER	S-230 & S-231 MEALS AND MILEAGE	\$165.57	TRC - 0060644
KELLY ANN KAM	EMT INSTRUCTOR	\$1,681.00	CLM - 0761477
KRONOS INCORPORATED	TELESTAFF - MEETING	\$45.00	MIC - 0188463
KRONOS INCORPORATED	TELESTAFF CLOUD MIGRATION	\$2,020.00	MIC - 0188463
LIEBERT CASSIDY WHITMORE	LCW -LEGAL FEES 10-31-23	\$174.00	CLM - 0760752
Life Assist Inc	MEDICAL SUPPLIES	\$467.64	CLM - 0758389
Life Assist Inc	MEDICAL SUPPLIES	\$36.86	CLM - 0759828
Life Assist Inc	MEDICAL SUPPLIES	\$167.06	CLM - 0761485
LINDE GAS & EQUIPMENT INC	CYCLINER RENTAL	\$41.06	CLM - 0758384
MARBORG INDUSTRIES	BELLA VISTA ROLL OFF	\$9.00	MIC - 0187962
MARBORG INDUSTRIES	BELLA VISTA ROLL OFF	\$100.00	MIC - 0187962
MARBORG INDUSTRIES	STA 62	\$169.12	CLM - 0761495
MARLIN BUSINESS BANK	HQ COPIER CONTRACT	\$271.77	CLM - 0761489
MASTER CLEAN USA INC	HQ - CLEANING SERVICE	\$390.00	CLM - 0761501
McCormix Corporation	GASOLINE	\$3,780.15	CLM - 0758388
McCormix Corporation	GASOLINE	\$2,587.78	CLM - 0758474
McCormix Corporation	GASOLINE	\$3,785.48	MIC - 0188470
McCormix Corporation	GASOLINE	\$1,383.17	MIC - 0188470
MISSION LINEN SUPPLY	HQ - MATS	\$21.93	CLM - 0759857
MISSION LINEN SUPPLY	STA 61 - TOWELS AND MOPS	\$111.92	MIC - 0187963
MISSION LINEN SUPPLY	STA 62 - TOWELS AND MOPS	\$60.53	MIC - 0187963
MISSION LINEN SUPPLY	STA 62	\$60.53	MIC - 0188466
MISSION LINEN SUPPLY	HQ	\$21.93	MIC - 0188466
MISSION LINEN SUPPLY	STA 61	\$111.92	MIC - 0188466
MONTECITO WATER DISTRICT	STA 62	\$119.98	CLM - 0761500
O'CONNOR PEST CONTROL-SB	STA 62	\$59.00	MIC - 0188475
O'CONNOR PEST CONTROL-SB	STA 61	\$77.00	MIC - 0188475

CSFPD Expenditures Nov 1 - 30, 2023

VendorName	Description	Dollars	Document
PAYLOCITY	PAYLOCITY PR FEE 11-01-23	\$403.62	EFC - 0037393
PERFORMANCE TRUCK REPAIR INC	E-61 REPAIRS	\$17,691.51	CLM - 0758684
PERRY FORD LINCOLN MAZDA	2021 FORD F-150 RECALL	\$43.62	CLM - 0761508
PRICE POSTEL & PARMA	LEGAL FEES	\$390.00	MIC - 0188478
PRICE POSTEL & PARMA	LEGAL FEES	\$390.00	MIC - 0188478
PRICE POSTEL & PARMA	LEGAL FEES	\$1,326.00	MIC - 0188478
Rayne Water Conditioning Santa Barbara	STA 61	\$187.90	CLM - 0761513
SANTA BARBARA CO FIRE CHIEF ASSOC	FY23/24 ANNUAL & PEER SUPPORT DUES	\$2,748.00	CLM - 0758300
SATCOM GLOBAL INC	SIM CARDS	\$115.00	CLM - 0759837
SOUTHERN CALIFORNIA EDISON	STA 61	\$455.12	MIC - 0187716
SOUTHERN CALIFORNIA EDISON	HQ	\$391.05	MIC - 0187716
SOUTHERN CALIFORNIA EDISON	STA 62	\$328.79	CLM - 0759833
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY	SDRMA-MEDICAL, DENTAL & VISION ER 12-01-23	\$41,056.65	CLM - 0759677
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY	SDRMA-MEDICAL, DENTAL & VISION EE 12-01-23	\$5,013.60	CLM - 0759677
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY	SDRMA-MEDICAL, DENTAL & VISION RETIREE 12-01-23	\$6,316.25	CLM - 0759677
STAPLES BUSINESS CREDIT	HOUSEHOLD GOODS	\$926.57	CLM - 0759841
STATE/FEDERAL TAXES & DIRECT DEPOSITS	CSFPD DIRECT DEPOSIT 12-01-23	\$349,245.63	EFC - 0037665
STATE/FEDERAL TAXES & DIRECT DEPOSITS	CSFPD ER PAYROLL TAXES 12-01-23	\$7,589.57	EFC - 0037666
STATE/FEDERAL TAXES & DIRECT DEPOSITS	CSFPD EE PAYROLL TAXES 12-01-23	\$105,765.78	EFC - 0037666
THE GAS COMPANY	STA 62	\$39.25	MIC - 0187964
THE GAS COMPANY	STA 61	\$195.96	MIC - 0187964
THE GAS COMPANY	ANNEX	\$8.87	MIC - 0187964
THE GUARDIAN LIFE INSURANCE COMPANY OF AMERIC.	GUARDIAN-ADMIN DENTAL & VISION ER DECEMBER	\$388.11	CLM - 0760748
THE GUARDIAN LIFE INSURANCE COMPANY OF AMERIC.	GUARDIAN-ADMIN DENTAL & VISION EE DECEMBER	\$113.63	CLM - 0760748
TIERRA VERDE TREE CARE	VIA REAL PROPERTY - CLEAN UP GROUNDS	\$2,280.00	CLM - 0761520
VERIZON WIRELESS	CSFD CELL PHONES AND MDCS	\$1,673.90	CLM - 0758385
WAXIE SANITARY SUPPLY	HOUSEHOLD SUPPLIES	\$25.92	MIC - 0188483
WAXIE SANITARY SUPPLY	HOUSEHOLD SUPPLIES	\$52.07	MIC - 0188483
WAXIE SANITARY SUPPLY	HOUSEHOLD SUPPLIES	\$192.89	MIC - 0188483
WESTERN EXTRICATION SPECIALISTS	EXTRICATION EQUIP SERVICE	\$861.04	CLM - 0758378



LAFCO

Santa Barbara Local Agency Formation Commission

105 East Anapamu Street ♦ Santa Barbara CA 93101

805/568-3391 ♦ FAX 805/568-2249

www.sblafco.org ♦ lafco@sblafco.org

November 1, 2023

TO: Members of the Independent Special District Selection Committee

SUBJECT: Nominations for one Regular and one Alternate Special District Member to Santa Barbara LAFCO;

CALL FOR NOMINATIONS FOR AND NOTICE OF ELECTION FOR LAFCO

REGULAR AND ALTERNATE SPECIAL DISTRICT MEMBERS

This is a Call for Nominations of one Regular and one Alternate Special District Member to serve as the special district members on LAFCO. It is recommended that this be placed on your Board's Agenda. The Committee is made up of the presiding officer of each district; however, if a presiding officer is unable to participate, a district board may appoint one of its members as an alternate to participate in the presiding officer's place, a copy of the meeting minutes showing the appointment needs to be presented along with your nomination form.

A Nomination Form is attached and must be filled out and signed by the presiding officer of a district or, if that person is unable to participate, then by his or her alternate as designated by the district board. (See GC § 56332.) Nominations are requested by no later than January 4, 2024.

1. Nominations for the one LAFCO Regular and one Alternate Special District Member. The current term of office of the current Regular Special District Member and the Alternate Special District Member ends on March 1, 2024. The term of office shall be four years or until the appointment and qualification of his or her successor. The new term of office ends on March 1, 2028.
2. Voting Requirements. The Independent Special District Selection Committee consist of the presiding officer of the legislative body of each independent special district. If the presiding officer of an independent special district is unable to participate in the nomination process or an election, the legislative body of the district may appoint one of its members as an alternate to participate in the presiding officer's

place. A copy of the meeting minutes showing the appointment needs to be presented along with your nomination form and future ballot.

3. **Nomination Period and Voting Period.** The Nomination Period will end on January 4, 2024. Following the nomination period, unless there is only one nominee for a seat, ballots containing the names of qualified nominees will be mailed to each eligible special district. The voting period will be up to 45-days.
4. **Quorum; Majority Vote; Possible Runoff Election.** There are 39 special districts. For the election to be valid, at least 20 valid votes must be received. Election shall be by a majority of those voting, and not by plurality. In the event that a nominee does not receive a majority of votes cast, a runoff election shall be held between the two nominees receiving the highest number of votes.

Notice: There will be no election if pursuant to Government Code section 56332(c)(2), "[at] the end of the nomination period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed" to the Commission.

Nominations for one Regular Special District Member and one Alternate Special District Member should be submitted to the LAFCO Executive Officer, at the following address, faxed, or emailed by **January 4, 2024** Nomination Forms are attached to this notice.

Santa Barbara Local Agency Formation Commission
105 East Anapamu Street, Santa Barbara CA 93101
FAX 805/568-2249
Email Address: lafco@sblafco.org

Please contact the LAFCO office if you have any questions.

Sincerely,



Mike Prater
Executive Officer

Enc.

**SANTA BARBARA
LOCAL AGENCY FORMATION COMMISSION**

**NOMINATION FOR REGULAR SPECIAL
DISTRICT MEMBER**

Return to: 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

LAFCO STAFF USE

Date Received: _____

Please print in ink or type

POSITION SOUGHT: Regular Special District Member

NAME OF NOMINEE: _____

NOMINEE'S DISTRICT: _____

MAILING ADDRESS:

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Phone: Bus. _____, Cell: _____

SIGNATURE OF NOMINATOR:

Name of Independent Special District

Signature

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: _____

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**

**NOMINATION FOR ALTERNATE SPECIAL
DISTRICT MEMBER**

Return to: 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

LAFCO STAFF USE

Date Received: _____

Please print in ink or type

POSITION SOUGHT: Alternate Special District Member

NAME OF NOMINEE: _____

NOMINEE'S DISTRICT: _____

MAILING ADDRESS:

π

Phone: Bus. _____ Cell: _____

SIGNATURE OF NOMINATOR:

Name of Independent Special District

Signature

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: _____

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 Alternate Special District Member: This information will be distributed to all independent special districts.

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CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

FIRE PREVENTION REPORT

TO: Carpinteria-Summerland Fire Protection District Board of Directors
FROM: Michael LoMonaco, Fire Marshal
SUBJECT: November 2023 Fire Prevention Report
DATE: November 30, 2023

Planning and Development

9% of this month, we have met our 10-business day turnaround for plan reviews. The Bureau also conducted thirty construction-related inspections.

Fire Investigations

6145 Carp Ave. Structure Fire
1432 Sterling Ave. Structure Fire

Defensible Space

Annual compliance inspections started June 1st for defensible space. Currently, 582 out of the 724 inspections have been completed.

Citizen Complaints

We received five complaints for this month. Two have been resolved.

Cannabis

There are currently thirty-four cannabis operators that are in the business license process. The County has issued thirty-two licenses. Five facilities have shut down and are no longer growing.

Upcoming Projects

The Fall chipping campaign is scheduled to be completed this week. 142 piles have been chipped. This is a 35% increase from the Spring chipping campaign.



LOGISTICS REPORT

To: Carpinteria-Summerland Fire Protection District Board of Directors
From: Noah Tunney, Battalion Chief
Subject: November 2023 Logistics Report
Date: December 6, 2023

Fleet

- Builds of E362 and SQ61 replacement are in progress.

Telestaff

- Migration project complete and SMS messaging in service.
 - Migrated UKG Telestaff to the Google Cloud Platform with L-34Tech.

Facilities

- Station Security
 - Quotes in progress for security camera package for both Fire Station 61 and 62.
- Station 61 Kitchen Remodel
 - Godkin Design approved to proceed with architecture.
- 873 Walnut
 - Overhaul of property is nearing completion.
- Locution Station Alert System
 - Purchase of the system is in progress.
 - Project being managed by Communications Program Manager, Engineer Dan Hagstrom with assistance from Firefighter Justin Martin
- Upcoming projects:
 - Station 61 dormitory air conditioning (FY 23-24).
 - Security gate, drain repair and asphalt resurfacing behind Station 61 (FY 24-25).



CARPINTERIA~SUMMERLAND FIRE PROTECTION DISTRICT

OPERATIONS AND EMS ADMINISTRATIVE REPORT

TO: Carpinteria-Summerland Fire Protection District Board of Directors
FROM: Mike Hayek, Battalion Chief
DATE: November 28th, 2023

Regional Fire Communication Center (RFCC):

The new dispatchers are currently being hired for the RFCC. The training has already began and the committee is still working on response standards and language. They will be staggering departments being added to the RFCC with CSFD approximate date of January 2025.

Health and Wellness Committee:

We are revising our current committee schedule with the next meeting in mid-December. There has been a lot of positive feedback regarding the sauna purchase.

Mutual Aid/Peer Support :

CSFD had critical pediatric medical emergency in October where the County Peer Support Process was used post incident. Peer Support has been a work in progress over the last few years and is a part of the Mutual Aid Agreement. The process was beneficial and continues to be an integral part of employee health and wellness.

Emergency Medical Service (EMS):

Stryker, Carpinteria Summerland Fire and Santa Barbara County Fire supported a 12-Lead EKG class at the Corque Hotel in Solvang. Instructor Tim Phalen is a well known author and instructor in EMS. Our EMS Training Coordinator will be taking some of the information learned and applying it to future internal EKG training.

In the spirit of standardization, CSFD is continuing to coordinate a Fire Based EMS CQI plan. Santa Barbara County CQI RN has drafted the plan that fire agencies are reviewing for adoption. As a part of this plan, each department will craft internal policies for reviewing "incidents". Our Medical Director and Clinical Coordinator have been involved in the process and continue to do great work for CSFD.



CARPINTERIA~SUMMERLAND FIRE PROTECTION DISTRICT

STAFF REPORT

To: **Carpinteria-Summerland Fire Protection District Board of Directors**
From: **Brian Roberson, Battalion Chief**
Date: **November 30, 2023**
Topic: **November Training Activity**

Recruitment and Outreach

- On November 3rd, Engineer Brian Lombardi, Firefighter Paramedic Mark Blattler and Firefighter Paramedic Pat Cockrum travelled to Cal Poly San Luis Obispo to assist the Forestry Department's wildland fire control class. The trip provided college students a glimpse of the job opportunities and services CSFD offers as well as an opportunity for our District to make progress toward diversity, equity, and inclusion recruitment efforts.



Succession Planning and Professional Development

- Engineer Todd Skupien, Firefighter Paramedic Justin Martin, Firefighter Paramedic Dean Carey, and Firefighter Paramedic John Rieger attended engine and crew Boss training (wildland fire) hosted by Santa Barbara City Fire.
- Engineer Chas Donner and Engineer Kenan Marting completed all necessary training and are now qualified to work as acting/provisional captains.
- Firefighter Paramedic Max Klett completed all necessary testing and training and is now qualified to work as an acting engineer.

Fireground Operations

- Crews spent the first week of November training at a 4000-square foot single family residence on Ladera Lane. The home, slated for demolition, gave all three shifts two days of training opportunity. Crews focused on fireground strategy and tactics, hose deployment, search and rescue, tile roof ventilation, incident command, and firefighter safety.
 - All three shifts attended trail rescue training at Montecito Station 91 with the Santa Barbara County Search and Rescue Team and Montecito firefighters.
-