

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING AGENDA  
WEDNESDAY MAY 14, 2014 – 7:00 P.M.**

Station 810, 33900 West Street (behind Albion Grocery Store), Albion, CA.

7:00-8:00 p.m. (longer if necessary)

1. Fire department operations meeting
  - a. Roll call
  - b. Chief's Report: Chief Williams will present a written report of fire department operations.
  - c. Review and discussion of chief's report.
  - d. Other fire department business  
Annual BBQ
  - e. Adjournment

8:00 p.m. (approximately – begins at completion of operations meeting)

2. Board of Directors meeting.
  - a. Call to order and roll call
  - b. Approval of agenda
3. Approval of minutes. Review and correct, if necessary, minutes of Regular Business Meeting of April 9, 2014.
4. Public Comment: The public may address the board on matters within the board's jurisdiction whether on the agenda or not. For action items the public may also address the board at the time the item is presented.
5. Financial Report: Current financial statements for the district will be presented.
6. Items for Board Consideration and possible action:
  - a. Firefighter Reimbursement: Complete discussion about new policy that was tabled at the 4/9/14 Regular Business Meeting because 2 board members were absent.
  - b. Personnel: any possible new applicants or status changes.
  - c. Update engine 8162: Latest info. From Burton Fire and Michael Issel. *DEVELOPMENT*
  - d. Spec. Fire and Rescue Tax: Consider adoption of Ordinance No. 04-09-14.
  - e. Annual Budget: Discussion: budget for F/Y 2014/2015 needs to be adopted in June.
  - f. CalFire Agreement: review CalFire Assistance for Hire Agreement
  - g. USFS/CalFire: resolution authorizing chief to enter into apparatus loan renewal with USFS/CalFire, using ALRFPD instead of ALRVFD.
7. Correspondence: Correspondence to and from the Board will be presented.
  - a. Letter 3/14/14 from County of Mendocino: re: Late Form 700, Conflict of Interest. Needs to be completed, signed & returned immediately.
  - b. Email from Claudia Banderas, Bank of the West 3/8/14: re: new bank cards to be sent late March.
  - c. 3/10/2014: email forwarded from Mendocino Fire: Re: Mendo Fire will host a Brown Act Training Tues. June 10, 2014, 10am-noon, at MVFD Fire Station 840, 44700 Little Lake Rd. Mendocino. RSVP.
  - d. 4/21/14 Email from Shari Shapmire, Treasurer-Tax Collector, County of Mendocino. To Mendocino County Pool participants: Investment Report 3/31/14
  - e. 3/26/2014: email from GSRMA Re: rate increase information we will receive 6/1/2014 and will be due 6/1/2014. See attached. *JULY 1, 2014*
8. Committee Reports:
  - a. Fundraiser Committee: Main Items are facilities & vehicles, with discussion.
  - b. Special Fire Tax: Anything to report for ballot measure- see Bob.
  - c. 5Y Financial Plan: After some initial thought, 5 years isn't sufficient time, realistically should be 12 years.
  - d. D Road Vehicle Garage: Any new info – see Sam.

*SEE CHIEF REPORT*

*5/16/14  
RR*

*RR  
JYB*

9. **Director's Discussion:** Individual Board members may discuss topics of concern to the District.
  - a. **Worker's Comp:** The Board needs to clarify its Worker's Comp. policy.
  - b. **Firefighter Auto Insurance:** There has been some question about coverage by district of privately owned vehicles during calls .
10. **Next Meeting: Wednesday , June 11, 2014, 7:00 p.m.**
11. **Adjournment**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the board meeting should contact the board in writing at P.O. box 634, Albion, CA 95410-0634, as soon as possible before the meeting date.

## **Fired Chief's Report DRAFT, 14 May, 2014, by Ted Williams**

### **• Incident Log**

- In the intervening period between the Albion-Little River Fire Protection District regular meetings held Wednesday, April 9th and today, May 14th, we were dispatched and responded to nineteen incidents consisting of 16 medical aids, 1 carbon monoxide alarm, 2 traffic related.

#### **• 2014003245 04/10/2014 1939**

- MEDICAL, BRAVO; THE LODGE AT THE WOODS @ 43300 LITTLE RIVER AIRPORT RD ,LITR
- Michael Rees
- John Crowningshield (8132)
- Andrew Crowningshield
- Arrow Pierce
- Debbi Wolfe
- Kevin Spring
- John Oakley (8130)
- Jaime Placido
- Citlali Calvillo
- Ted Williams On Scene: 1945
- Available: 2011

#### **• 2014003449 04/17/2014 0002**

- MED, TRAFFIC COLLISION; 3340BLK ALBION RIDGE RD ,ALBI
- vehicle into pole, chp into electric wires, pole blocking both lanes
- Ted Williams (8162 driver)
- Andrew Crowningshield (8181 driver)
- John Crowningshield
- Tony Oakley (8181)
- Arrow Pierce (8181)
- Harolde Searles
- Craig Hathaway
- Andrea Pennebaker
- Marshall Brown (8162)
- Michael Rees
- On Scene: 0012
- Available: 0219

#### **• 2014003500 04/18/2014 1150**

- MEDICAL, DELTA; STILLWELL POINT @ =L(39.253511,-123.785847) ,LITR
- Ted Williams (8130 driver, IC)
- Andrea Pennebaker (8130)
- John Oakley (8162 driver)
- John Crowningshield (8132 driver)
- Andrew Crowningshield (8132)
- Michael Rees (8131)
- Jaime Placido
- Brad Montgomery (bystander, traffic control)

- On Scene: 1201
- Available: 1243
- **2014003540 04/19/2014 1625**
  - PA, AGENCY; ALBION BRIDGE @ =L(39.225898,-123.769127)
  - 15ft inflatable 2 person on board needs a tow in / uscg 30 min out
  - 8100 requested mutual aid from Mendocino Fire
  - no medical merit
  - Ted Williams (IC)
  - Marshall Brown (8162 driver)
  - Emily Scott (8162)
  - Michael Rees (8131)
  - John Crowningshield
  - Andrew Crowningshield (8132 driver)
  - Arrow Pierce (8132)
  - John Oakley
  - Scott Roat
  - Jaime Placido
  - On Scene: 1635
  - Available: 1802
- **2014003541 04/19/2014 1634**
  - MEDICAL, ALPHA; HERITAGE HOUSE INN @ 5200 N HWY 1 ,LITR
  - Andrew Crowningshield (8132 driver)
  - Arrow Pierce (8132)
  - John Crowningshield
  - Scott Roat
  - Jaime Placido
  - Marshall Brown (staged at concurrent incident)
  - Ted Williams (staged at concurrent incident)
  - Michael Rees (staged at concurrent incident)
  - Emily Scott (staged at concurrent incident)
  - On Scene: 1645
  - Available: 1705
- **2014003555 04/20/2014 0516**
  - MEDICAL, BRAVO; 41 FERN CANYON DRIVE
  - Staging optional per HF. Changed to staging required by 8100.
  - Marshall Brown (8162 driver)
  - Emily Scott (8162)
  - Ted Williams (8162)
  - John Oakley (8130 driver)
  - Jaime Placido
  - John Crowningshield
  - Andrew Crowningshield (8132 driver)
  - Arrow Pierce (8132)
  - Michael Rees (8131 driver)
  - On Scene: 0534
  - Available: 0556

- **2014003722 04/25/2014 1637**
  - MEDICAL, DELTA; 4651 ALBION LITTLE RIVER RD ,LITR
  - Ted Williams (8130 driver)
  - Andrea Pennebaker (8130)
  - Joe Goforth
  - Michael Rees (8131)
  - Andrew Crowningshield (8181 driver)
  - Arrow Pierce (8132)
  - John Crowningshield (8132 driver)
  - Emily Scott
  - John Oakley (staged)
  - On Scene: 1645
  - Available: 1831
- **2014003766 04/27/2014 0134**
  - MEDICAL, ALPHA; THE WOODS @ 43300 LITTLE RIVER AIRPORT RD ,LITR ; Inc# 003766X: -123 45.3309 Y: 39 16.0641 ALR FBAMB; #16
  - Ted Williams
  - Jaime Placido
  - John Crowningshield
  - Andrew Crowningshield (8132 driver)
  - Michael Rees (8131 driver)
  - Arrow Pierce (8132)
  - Citlali Calvillo
  - On Scene: 0144
  - Available: 0208
- **2014003804 04/28/2014 2039**
  - MEDICAL, CHARLIE; 31130 MIDDLE RIDGE RD ,ALBI
  - Ted Williams (MedGrp)
  - Marshall Brown (R8130)
  - Scott Roat
  - Tony Oakley
  - John Crowningshield (8132)
  - Arrow Pierce
  - Michael Rees (8131)
  - On Scene: 2044
  - Available: 2212
- **2014003894 05/01/2014 1628**
  - MEDICAL, BRAVO; THE LODGE AT THE WOODS @ 43300 LITTLE RIVER AIRPORT RD ,LITR
  - Ted Williams
  - Marshall Brown
  - John Crowningshield (8132, MedGrp)
  - Andrea Pennebaker (8130)
  - Arrow Pierce
  - Andrew Crowningshield
  - Citlali Calvillo

- Scott Roat
- On Scene: 1634
- Available: 1705
- **2014003895 05/01/2014 1757**
  - MEDICAL, BRAVO; 33182 FROG POND RD ,LITR
  - Scott Roat (IC, MedGrp, RP)
  - Marshall Brown (Cancelled)
  - Debbi Wolfe (cancelled)
  - Steve Wolfe (cancelled)
  - Ted Williams (cancelled)
  - Michael Rees(8131 cancelled)
  - Roat cancelled all fire, continued ambulance
  - On Scene: 1600
  - Available: 1839
- **2014003902 05/02/2014 0401**
  - PA, PERSON; 5540 N HWY 1 ,LITR
  - carbon monoxide alarm sounding
  - searched house in SCBAs, no occupants, standby generator running, pg&e out
  - difficult driveway.
  - Ted Williams (IC)
  - Marshall Brown (8162 driver)
  - Andrea Pennebaker (8162)
  - Jaime Placido
  - Arrow Pierce
  - John Crowningshield (8170)
  - Andrew Crowningshield (8132)
  - Scott Roat
  - Michael Rees (8131)
  - On Scene: 0415
  - Available: 0517
- **2014003946 05/03/2014 0745**
  - MEDICAL, ALPHA; 40551 LITTLE RIVER AIRPORT RD ,LITR
  - Andrew Crowningshield (MedGrp)
  - Marshall Brown (8130 driver)
  - Andrea Pennebaker (8130)
  - Ted Williams
  - Kevin Spring
  - Andrew Crowningshield
  - John Crowningshield
  - Arrow Pierce
  - Jaime Placido
  - Scott Roat
  - On Scene: 0757
  - Available: 0829
- **2014003981 05/04/2014 0616**

- MEDICAL, CHARLIE; 30900 MIDDLE RIDGE RD ,ALBI
- Ted Williams
- Marshall Brown (R8130)
- Andrea Pennebaker (MedGrp)
- Citlali Calvillo
- Jaime Placido
- Joe Goforth
- Andrew Crowningshield (cancelled)
- John Crowningshield (8132, cancelled)
- Arrow Pierce (cancelled)
- Scott Roat (cancelled)
- Michael Issel (cancelled)
- Michael Rees (8131, cancelled)
- On Scene: 0620
- Available: 0700
- **2014003997 05/04/2014 22:21**
  - OTH, REFERRAL; HWY 1 MP 045.50 @ =L(39.238428,-123.769221) ,LITR
  - Andrea Pennabaker
  - On Scene: 22:21
  - Available: 23:52
- **2014004146 05/08/2014 21:57**
  - MEDICAL, ALPHA; THE WOODS @ 43300 LITTLE RIVER AIRPORT RD ,LITR
  - Andrew Crowningshield (R8132)
  - Arrow Pierce
  - Marshall Brown (Canceled)
  - Ted Williams
  - On Scene: 22:08
  - Available: 22:17
- **2014004197 05/10/2014 10:58**
  - MEDICAL, CHARLIE; 43650 LITTLE RIVER AIRPORT RD ,LITR
  - Ted Williams
  - Andrew Crowningshield (R8132)
  - Arrow Pierce
  - Andrea Pennebaker
  - Marshall Brown (Standby)
  - John Oakley (Standby)
  - Kevin Spring (Standby)
  - Steve Wolfe (Standby)
  - Michael Rees (Standby)
  - On Scene: 11:02
  - Available: 11:28
- **2014004226 05/11/2014 0929**
  - PA, PERSON; 43300 LITTLE RIVER AIRPORT RD ,LITR
  - Jamie Placido

- Scott Roat
- Andrea Pennebaker
- Marshall Brown
- Michael Rees (R8131)
- Ted Williams (cancelled)
- Canceled Incoming
- On Scene: 09:44
- Available: 09:51
- **2014004334 05/2014/2014 1236**
  - MEDICAL, CHARLIE; HERITAGE HOUSE INN @ 5200 N HWY 1 ,LITR
  - Ted Williams
  - John Oakley (8130 driver)
  - Scott Roat
  - John Crowningshield (8132)
  - Marshall Brown
  - Andrea Pennebaker (8130)
  - On Scene: 1247
  - Available: 0136
- **Training Completed**
  - **04/16/2014 – Medical Training – Nat Noorling - Station 810 (2 Hours)**
    - *Training Objectives:*
      - *a. Train on new Coastal Valley EMS C-Spine Protocols.*
    - Andrew Crowningshield, Andrea Pennebaker, Arrow Pierce, Debbie Wolfe, Emily Scott, Harold Searles, Jamie Placido, Joe Goforth, John Crowningshield, Kevin Spring, Michael Issel, Michael Rees, Sam Levin, Scott Roat, Steve Wolfe, Ted Williams, Tony Oakley.
  - **04/23/2014 – Wildland training – Wall/CalFire - Station 812 ALRFPD (2 Hours)**
    - *Training Objectives:*
      - *a. Train on basic elements of wildland firefighting:*
      - *b. Hand tools*
      - *c. Chainsaw use/safety*
      - *d. Hoselays*
    - Andrea Pennebaker, Arrow Pierce, Chris Wall, John Crowningshield, John Oakley, Marshall Brown, Michael Rees, Steve Wolfe, Tony Oakley.
  - **04/26/2014 – Cliff Rescue Training – Station 810 (4 Hours)**
    - *Training Objectives:*
      - *a. Train on low angle rope rescue techniques*
    - Andrew Crowningshield, Arrow Pierce, Citlali Cavillo, Debbi Wolfe, Emily Scott, Harold Searles, Joe Goforth, John Crowningshield, Michael Rees, Steve Wolfe, Ted Williams.
  - **04/30/2014 – Communications – Station 810 (3 Hours)**
    - *Training Objectives:*
      - *a. Review the county radio plan.*
      - *b. Review and train new in house radio programming.*
      - *c. Review past incidents via recordings.*



- Andrea Pennabaker, Andrew Crowningshield, Arrow Pierce, Citlali Cavillo, Craig Hathaway, Debbi Wolfe, Emily Scott, Jamie Placido, Joe Goforth, John Crowningshield, Kevin Spring, Marshall Brown, Michael Issel, Michael Rees, Sam Levine, Scott Roat, Steve Wolfe, Ted Williams, Tim Gitchel, Tony Oakley.
- **05/02/2014 - CPR/AED Adult/Child/Infant - Ted Williams**
  - Michael Issel, Citlali Calvillo, Debbi Wolfe, Marshall Brown, Sam Levine, Steve Wolfe
- **05/07/2014 – Zone 4 Wildland Drill – Various Fire Departments – CalFire Woodlands Station (3 Hours)**
  - *Training Objectives:*
    - a. Train on the use of Fire Shelters.
    - b. Review firefighter fitness and safety.
    - c. Go over how basic and advanced structure protection techniques.
    - d. Go over how to do hoselays.
    - e. Review how fire engines should be stocked.
  - Andrea Pennebaker, Andrew Crowningshield, Arrow Pierce, Citlali Cavillo, Jamie Placido, Joe Goforth, John Crowningshield, Kevin Spring, Marshall Brown, Michael Issel, Michael Rees, Ted Williams, Tony Oakley.
- **05/09/2014 - CPR/AED Adult/Child/Infant - Ted Williams**
  - Scott Roat, Craig Hathaway
- **05/10/2014 – Auto Extrication – Brown/A. Crowningshield/J. Oakley – Station 812 (4 Hours)**
  - *Training Objectives:*
    - a. Go over the basics of ALRVFD auto extrication equipment.
    - b. Review the safety involved with auto extrication.
    - c. Train on basic/advanced auto extrication techniques.
  - Andrea Pennebaker, Andrew Crowningshield, Arrow Pierce, Craig Hathaway, Emily Scott, John Oakley, Kevin Spring, Marshall Brown, Michael Rees, Steve Wolfe, Ted Williams.
- **05/13/2014 – Mendo Riggers Training – MVFD – Station 840 (3 Hours)**
  - Michael Rees

• **Training Planned**

- 05/21/2014: Medical Training, Station 810 @ 19:00
- 05/24/2014: ALRFPD Cliff, Station 810 @ 09:00
- 05/28/2014: Wildland Drills, Station 812 @ 10:00
- 06/04/2014: Wildland Theory, Station 810 @ 19:00

• **Development**

- • Chief requested district board review of CalFire Assistance by Hire agreement to verify accuracy, contemplate fairness and equitable compensation.
- Engine 8182 was disposed. The district received \$1300.
- • Chief and Michael Issel met with John Burton and Carlos of Burton's Fire to discuss CAFS system plan. Panels were opened, drawings were compared and questions authored. Additional work related to leaky valves and missing check valves will be necessary.
- • CalFire is planning to execute broad searches of private property, including dwelling curtilage, within our district, for fire and forest law violations. Chief asked

LIKE WHAT?

CalFire to send advance notice by mail or otherwise schedule with residents.

CalFire declined. These inspections create a real safety concern for our *EXPLAIN*  
volunteers. We need firefighters to be associated with safety, not law enforcement.  
Further, these inspections are funding by the SRA fee, a highly controversial "fee"  
which has negatively impacted department funding opportunities. District board  
should discuss stance. *REQUEST MEETING/TALKS.*

- CalTrans is planning replacement of the Albion River and Salmon Creek bridges. Summer 2015 might have complete closure of the Albion bridge at night, creating delays in access to ambulance transport.
- **Equipment maintenance (John Oakley)**
  - **Jet Skis**
    - both units serviced
    - impeller repaired on one unit, result of damage sustained during training.
  - **Engine 8170**
    - exhaust brake repaired
  - **Engine 8162**
    - primer taken apart, cleaned, pull valve and linkage repaired
  - **Tender 8190**
    - needs code 3 lights; plan was to wait for metal building, but change of building plans leave us searching for low profile code 3 lights.

APPROVED  
AT MINUTES  
AT MAR 14, 2014  
REG. BUS. MEETING  
RJR

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING MINUTES  
WEDNESDAY APRIL 9, 2014 – 7:00 P.M.

Station 810, 33900 West Street (behind Albion Grocery Store), Albion, CA.

7:12 Called to Order

1. **Fire department operations meeting**
  - a. **Roll call** – Board: Riley; Roat; Canclini, Absent: Levine; Skyhawk  
Firefighters: Calvillo; A. Crowningshield; Peirce; D. Wolfe; Searles; Hathaway;  
Pennebaker; Brown; Chief Williams; Placido; Rees; Issel; Roat  
Bookkeeper/Clerk: Sara Spring
  - b. **Chief's Report:** Chief Williams will present a written report of fire department operations.
  - c. **Review and discussion of chief's report.** Rees gave a report about the CMC Cliff Rescue Training completed by Citlali Cavillo, Emily Scott, and Michael Rees. There was discussion about future trainings and which program to use CMC or a different organization.  
Andrea Pennebaker, Citlali Cavillo, Kevin Spring, Michael Issel & Michael Rees completed the Class B Driving Class in Willits
  - d. **Other fire department business**
  - e. **Adjournment**

8:45 p.m.

2. **Board of Directors meeting.**
  - a. **Call to order and roll call** By President Rich Riley with a quorum present with board members; Bob Canclini; Scott Roat
  - b. **Approval of agenda** Unanimous
  - c. **Approval of minutes.** The minutes of the Regular Business Meeting of March 12, 2014 were reviewed & approved Unanimously.
3. **Public Comment:** There was no Public Comment
4. **Financial Report:** Current financial statements for the district will be presented.
5. **Items for Board Consideration and possible action:**
  - a. **Firefighter Reimbursement:** There was a discussion about a new policy, however the matter was tabled until more board members were present
  - b. **Annual BBQ:** There was a discussion regarding the BBQ. The Auxiliary has agreed to the food for the event. Debbie is still looking for people to head committees.
  - c. **Personnel ;** Arrow Pierce was approved as probationary
  - d. **Engine 8162:** Burton fire is still working on the project; we will hopefully get an update at our next meeting.
  - e. **Annual Budget:** Time to start thinking/planning. Completed budget for F/Y 2014/2015 needs to be adopted in June.
6. **Correspondence:** Correspondence to and from the Board will be presented.
  - a. Letter 10/26/2013 from Co. of Mendo. Dept. Of Planning & Building Svcs. Re: address correction. APN/owner 121-040-26/Preston. Previous address 5901 Lodge Lane AKA 49751 Andiron Rd. New address 5988 Lodge Lane, per owner request
  - b. Email 3/10/2014 from Calif. OES (Office of Emergency Services) Re: weekly drought brief-see attached.
  - c. 3/10/2014: email forwarded from Mendocino Fire: Re: Mendo Fire will host a Brown Act Training Tues. June 10, 2014, 10am-noon, at MVFD Fire Station 840, 44700 Little Lake Rd. Mendocino. RSVP.
  - d. 3/24/2014: letter from CAL OES, Re: becoming an assignee of a new CAL OES Type III Fire Engine. See attached for requirement regulations.

7/1/2014

- e. 3/26/2014: email from GSRMA Re: rate increase information we will receive 6/1/2014 and will be due 6/1/2014. See attached.
- 7. **Committee Reports:** Riley and Skyhawk have done their ethics training the others still need to.
  - a. **Fundraiser Committee:** The Auxiliary will be keeping the taco and recycle money for now to help with the purchase of shirts and the BBQ.
  - b. **Special Fire Tax:** There will be a table at the BBQ regarding Special Fire Tax
  - c. **5Y Financial Plan:** No report, work in progress, will report at May Business Meeting.
  - d. **D Road Vehicle Garage:** Sam was absent table until he is present
- 8. **Director's Discussion:** Individual Board members may discuss topics of concern to the District. Riley discussed the fact that he feels the Board needs to clarify its Workers Compensation policy and if someone should go on a call if on an active claim.
- 9. **Next Meeting: Wednesday, May 14, 2014, 7:00 p.m.**
- 10. **Adjournment 10:12**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the board meeting should contact the board in writing at P.O. box 634, Albion, CA 95410-0634, as soon as possible before the meeting date.



ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
MONTHLY  
FUNDS BALANCE SUMMARY

FUND	DATE	PREVIOUS BALANCE	CHANGES IN PREVIOUS PERIOD	INCOME	EXPENSE	CURRENT BALANCE
TAX REVENUE FUND	5/13/2014	\$183,190.33				\$183,190.33
DISTRICT CHECKING AT		\$4,665.78				\$11,728.37
FIRE DEPARTMENT FUND (DONATIONS)		\$56,237.68				\$57,307.74
BUILDING FUND CHECKING		\$3,052.47				\$10,631.94
BUILDING FUND SAVINGS		\$7,571.03	MINOR	TO	CHANGE	\$0.00
TOTAL FUNDS BALANCE		\$254,717.29				\$262,858.38

12:34 PM  
 05/13/14  
 Accrual Basis

**Albion Little River Fire Protection District**  
**Profit & Loss Detail**  
 April 8 through May 12, 2014

Type	Date	Num	Name	Memo	Class	Amount
<b>Expense</b>						
<b>86-2060-COMMUNICATIONS</b>						
<b>INTERNET SERVICE</b>						
<b>Comcast</b>						
Check	4/15/2014		Comcast	8155300570124362/81553005...	District	85.56
Check	5/4/2014		Comcast	8155300570124362/81553005...	District	70.66
	Total Comcast					156.22
	Total INTERNET SERVICE					156.22
<b>TELEPHONE</b>						
<b>ATT</b>						
Check	4/25/2014		AT&T	96075541735558/0301538359...	District	132.29
	Total ATT					132.29
<b>ECG</b>						
Check	4/10/2014		ECG Enhanced Comm...	2319611	District	13.92
	Total ECG					13.92
	Total TELEPHONE					146.21
	Total 86-2060-COMMUNICATIONS					302.43
<b>86-2080-FOOD</b>						
Check	4/9/2014	3944	Marialice Canclini	Water	District	28.86
	Total 86-2080-FOOD					28.86
<b>86-2120-MAINTENANCE EQUIPMENT</b>						
<b>Vehicle Maintenance</b>						
Check	4/16/2014	3948	Fort Bragg Diesel	MARCH STMT	District	4,633.18
Check	4/16/2014	3957	Rhoades Auto Parts	#1130 MARCH 2014 stmnt	District	91.22
	Total Vehicle Maintenance					4,724.40
<b>86-2120-MAINTENANCE EQUIPMENT - Other</b>						
Check	4/16/2014	3960	Village Hardware	#113 JUNE STMT	District	88.06
	Total 86-2120-MAINTENANCE EQUIPMENT - Other					88.06
	Total 86-2120-MAINTENANCE EQUIPMENT					4,812.46
<b>86-2130-MAINTENANCE STRUCTURES</b>						
<b>Station 810</b>						
✓ Check	4/9/2014	3946	MENDOCINO COAST ...	2185?	District	504.23
Check	4/16/2014	3955	Marsha A. Regan		District	178.00
	Total Station 810					682.23
<b>Station 811</b>						
Check	4/16/2014	3955	Marsha A. Regan		District	37.30
	Total Station 811					37.30
<b>Station 812</b>						
Check	4/16/2014	3953	Mendocino Coast Wate...	LEAK	District	65.00
	Total Station 812					65.00
✓	Total 86-2130-MAINTENANCE STRUCTURES		✓			784.53
<b>86-2140-MEDICAL, LAB SUPPLIES</b>						
<b>Gasses</b>						
<b>Eureka Oxygen</b>						
Check	4/16/2014	3959	Eureka Oxygen Co		District	152.46
	Total Eureka Oxygen					152.46
	Total Gasses					152.46

12:34 PM

05/13/14

Accrual Basis

**Albion Little River Fire Protection District**  
**Profit & Loss Detail**  
 April 8 through May 12, 2014

Type	Date	Num	Name	Memo	Class	Amount
<b>86-2140-MEDICAL, LAB SUPPLIES - Other</b>						
Check	4/16/2014	3961	Rossi's Building Materi...	#11075 June 2013 stmt	District	91.18
Total 86-2140-MEDICAL, LAB SUPPLIES - Other						91.18
Total 86-2140-MEDICAL, LAB SUPPLIES						243.64
<b>86-2170-DISTRICT OFFICE SUPPLIE</b>						
Postage						
Check	4/16/2014	3945	USPS	Box Rent 101	District	40.00
Total Postage						40.00
<b>86-2170-DISTRICT OFFICE SUPPLIE - Other</b>						
Check	4/16/2014	3958	ZO OFFICE SUPPLY	Stat 7/21/10	District	8.83
Total 86-2170-DISTRICT OFFICE SUPPLIE - Other						8.83
Total 86-2170-DISTRICT OFFICE SUPPLIE						48.83
<b>86-2181-AUDITING &amp; FISCAL SERVI</b>						
Bookkeeping Services						
Check	4/9/2014	3943	Sara Spring		District	502.50
Total Bookkeeping Services						502.50
Total 86-2181-AUDITING & FISCAL SERVI						502.50
<b>86-2185-MED AND DENTAL</b>						
Firefighter Immunization						
Check	4/16/2014	3950	Mendocino Coast Clinics		District	166.00
Check	5/4/2014	3965	Mendocino Coast Clinics		District	166.00
Total Firefighter Immunization						332.00
Total 86-2185-MED AND DENTAL						332.00
<b>86-2187-EDUCATION &amp; TRAINING</b>						
MEALS & FUEL REIMBURSEMENT						
Check	5/4/2014	3964	MICHAEL ISSEL	Ukiah Meal Reimbursment	District	82.99
Total MEALS & FUEL REIMBURSEMENT						82.99
<b>86-2187-EDUCATION &amp; TRAINING - Other</b>						
Check	4/16/2014	3947	Nathaniel Norling	JAN. FEB AND MARCH	District	450.00
Check	4/16/2014	3962	Beckman Printing & Co...	#32861	District	313.06
Total 86-2187-EDUCATION & TRAINING - Other						763.06
Total 86-2187-EDUCATION & TRAINING						846.05
<b>86-2220-SMALL TOOLS &amp; SUPPLIES</b>						
Check	4/16/2014	3951	Jaime Placido	SOAP	District	13.08
Total 86-2220-SMALL TOOLS & SUPPLIES						13.08
<b>86-2250-TRANSPORTATION &amp; TRAVEL</b>						
FLEET FUEL						
Eel River Fuels						
Check	4/16/2014	3956	Eel River Fuels, Inc.	706	District	768.70
Total Eel River Fuels						768.70
Total FLEET FUEL						768.70
<b>86-2250-TRANSPORTATION &amp; TRAVEL - Other</b>						
Check	4/9/2014	3942	Michael Rees	2013 Mileage	District	718.68
Total 86-2250-TRANSPORTATION & TRAVEL - Other						718.68
Total 86-2250-TRANSPORTATION & TRAVEL						1,487.38
<b>86-2260-UTILITIES</b>						
Albion Water District						
Check	5/4/2014	3963	Albion Mutual Water C...	1492	District	135.00
Total Albion Water District						135.00



12:34 PM  
 05/13/14  
 Accrual Basis

**Albion Little River Fire Protection District**  
**Profit & Loss Detail**  
 April 8 through May 12, 2014

Type	Date	Num	Name	Memo	Class	Amount
<b>PG&amp;E</b>						
Check	4/10/2014		PG&E	0210095100-9	District	140.25
Total PG&E						140.25
<b>Suburban Propane</b>						
Check	4/16/2014	3949	Suburban Propane	TANK RENT	District	60.00
Total Suburban Propane						60.00
<b>Thompson Septic Service</b>						
Check	4/16/2014	3954	Thompson's PortaSepti...	#17224	District	101.05
Total Thompson Septic Service						101.05
Total 86-2260-UTILITIES						436.30
<b>86-4370-EQUIPMENT (PURCHASE)</b>						
<b>Radios</b>						
Check	4/16/2014	3952	BearCom	#4168562 replacing defective ...	District	2,042.72
Total Radios						2,042.72
Total 86-4370-EQUIPMENT (PURCHASE)						2,042.72
Total Expense						11,880.78
<b>Net Income</b>						<b>-11,880.78</b>

DOUGLAS L. LOSAK  
ACTING COUNTY COUNSEL



TELEPHONE:  
(707) 234-6885  
FAX NUMBER:  
(707) 463-4592

DEPUTY COUNTY COUNSELS  
BRINA A. LATKIN  
JOAN H. TURNER  
DOUGLAS V. PARKER  
MATTHEW T. KIEDROWSKI

OFFICE OF THE  
COUNTY COUNSEL

ADMINISTRATION CENTER  
501 LOW GAP ROAD, RM. 1030  
UKIAH, CALIFORNIA 95482

April 14, 2014

Board of Directors  
Albion Little River Fire Protection District  
P.O. Box 634  
Albion, CA 95410

Dear Sirs:

I have received and reviewed Ordinance No. 04-09-14 on behalf of the Mendocino County Counsel's Office and approve of its contents. Please note that the Albion Little River Fire Protection District will need to determine the dollar amount that will be assessed per unit.

Please let me know if you have any questions or further comments.

Sincerely,

A handwritten signature in black ink, appearing to be 'DL Losak', is written over a horizontal line.

Douglas L. Losak, Acting County Counsel

cc/file

**ORDINANCE NO. 04-09-14**

**THE BOARD OF DIRECTORS OF  
THE ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT  
PROPOSES TO CHANGE THE UNIFORM SCHEDULES AND RATES  
FOR A SPECIAL FIRE AND RESCUE TAX**

**Whereas**, Government Code Section 53978 and article XIII A of the California Constitution authorizes the Albion-Little River Fire Protection District to determine and levy a special tax for fire protection, suppression, prevention, and related services; and

**Whereas**, at its meeting on April 9, 2014, the Board of Directors of Albion-Little River Fire Protection District set the time and place for consideration of adoption of such ordinance as May 14, 2014, at 7:00 P.M., at the Albion-Little River Fire House, Albion, CA 95410; and

**Whereas**, A proposed tax, for all units, of the special tax per year shall be assessed on all real property (except that of Federal, State, or Government agencies or other property which is exempt from taxation) within the boundaries of said Albion-Little River Fire Protection District. The tax shall be used to maintain and improve the current level of fire protection, prevention, suppression, emergency medical, hazardous materials response, search, and rescue service. In addition, the increase will be directed toward procurement, equipping, operating, and maintaining equipment, and for the purpose of paying salaries of personnel or any related services. The Board of Directors of the Albion-Little River Fire Protection District shall establish charge(s) from time to time, subject, however, to the maximum units of tax herein. EACH UNIT OF SPECIAL TAX SHALL NOT EXCEED \$--.00 EACH FISCAL YEAR; and

**Whereas**, the tax shall be collected in the same manner provided by statute for the collection of property tax; and

**Whereas**, each year prior to the imposition of said tax, the District's Board of Directors shall cause a report to be prepared, showing each parcel, the owner(s) thereof, and the proposed levy thereon. At said meeting the Board of Directors shall make such corrections to the tax proposed to be levied as may be required to conform to the fees as set forth herein; and

**Whereas**, if a two-thirds voter approval is cast, the special tax will become effective concurrent with the 2015/2016 Property Tax billing cycle with a rate of \$--.00 per unit; and

**Whereas**, if any section, subsection, sentence, phrase or clause of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the Ordinance. The Directors of the District here declare that they would have adopted the Ordinance and each section despite the fact that one or more section, subsection, phrases or clauses be declared invalid;

ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT

Ordinance NO. 04-09-14

Special Fire and Rescue Tax

Page 2

**Now Therefore Be It Resolved**, that the foregoing uniform schedules and rates, attached hereto as Exhibit 1, shall be applied to the parcels within the District; and

**Be It Further Resolved**, that this ordinance shall take effect immediately upon its confirmation by the voters in the District. Special tax increase must be approved by two-thirds vote of the voters of the Albion-Little River Fire Protection District at the special election held on November 4, 2014.

Passed and Adopted by the Board of Directors of the Albion-Little River Fire Protection District on June 11, 2014, by the following vote:

Riley: \_\_\_\_\_

Canclini \_\_\_\_\_

Roat \_\_\_\_\_

Levine \_\_\_\_\_

Skyhawk \_\_\_\_\_

President: \_\_\_\_\_

Richard Riley

Date: \_\_\_\_\_

Secretary: \_\_\_\_\_

Scott Roat

Date \_\_\_\_\_

**Exhibit 1 – Special Fire and Rescue Tax**

The Special Fire and Rescue Tax is based on a maximum of \$--.00 per unit. A unit is defined as the billable measure. The Board of Directors of the Albion-Little River Fire Protection District has assigned a number of units to each type of property usage based on relative fire risk.

**Schedule of Parcel Units**

Type of Property	Number of Units
Residential	Unimproved 1: Improved 2
Institutional and Miscellaneous	3 per Improved Parcel
Retail Stores, Office, Wholesale Outlets Nursery, Light Manufacturing	3
Restaurants	6
Service Stations	5
Hotels	2 + 1/2 per Room
Trailer Parks & Modular Homes	2 + 1 per Residence
Nonresidential---Timber Production, Forest Land, Range Land	/ Acres per Unit

Properties with more than one usage will be taxed at the cumulative number of applicable Units. The Board will assign unit values to new usage codes as required.

SUSAN M. RANOCHAK

ASSESSOR-COUNTY CLERK-  
RECORDER

REGISTRAR OF VOTERS

COMMISSIONER OF  
CIVIL MARRIAGES

ASSESSOR FAX: (707) 463-6597

CLERK-RECORDER FAX: (707) 463-4257



COUNTY OF MENDOCINO

OFFICE OF ASSESSOR-COUNTY CLERK-RECORDER

501 LOW GAP ROAD, RM. 1020

UKIAH, CALIFORNIA 95482

E-MAIL: [acr@co.mendocino.ca.us](mailto:acr@co.mendocino.ca.us)

ASSESSOR  
(707) 234-6800

KATRINA BARTOLOMIE  
ASSISTANT REGISTRAR OF  
VOTERS

CLERK-RECORDER  
County Clerk-Recorder  
(707) 234-6822

May 6, 2014

Re: Conflict of Interest Statement

Agency: Albion Little River Fire Protection District

**STATEMENT OF ECONOMIC INTERESTS  
FAILURE TO FILE—2<sup>ND</sup> NOTICE**

To Whom It May Concern:

According to the County Clerk's records, one or more members of your staff/board/commission have not filed their Statement of Economic Interests (Form 700) which were due on April 1, 2014. ***This is the 2<sup>nd</sup> and final notice prior to referral to the FPPC.*** Please, have them file immediately. The deadline cannot be extended. Government Code Section 91013 provides that any person who files a statement after its deadline shall be liable in the amount of \$10 per day, up to a maximum of \$100. Letters have been included for those that have been identified for failure to file. Please review your Conflict Code to determine if there are other members that may not have filed.

Should you have any questions, please feel free to contact me at 234-6808

Sincerely,

SUSAN M. RANOCHAK

By: Tim Hallman  
Administrative Assistant

**Banderas, Claudia** Claudia.Banderas@bankofthewest.com 1 day ago

**Cc:** "Cathrine Lemaire (cathrinel@csga.net)" <cathrinel@csga.net>

Dear CSGA District Purchasing Card participant,

Bank of the West values your business and would like to take this opportunity to streamline our program for CSGA members. In response to a need for more efficient member service communications, Bank of the West will be re-issuing new purchasing cards with new numbers to all agencies. We will make every effort to make this transition as seamless as possible.

Within the next few weeks, your agency will be receiving your new cards via FedEx. These cards can be used effective March 29<sup>th</sup> which is also the beginning of your new billing cycle.

Please note:

- Any automatic payments connected to your current card will need to be updated with the new account number.
- You will now have access to our 24 hour Customer Service group at 866-432-8161 for any general questions. This is the same number as is on the back of your current card and will remain the same on the new cards.
- Alternately, I invite you to directly call the Bank of the West team at 866-683-9893 during normal business hours M-F, 6:30 am – 5:00 pm (except for Bank holidays) for such things as credit limit increases, closing cards or opening new ones, or any general questions you may have. My team is here to assist the program administrators for all participating agencies.
- Access to our 24 hour on-line platform remains the same and your new accounts will be added to your existing user ID. There will be one minor change in how you access the data. This information will be provided to you before end of month.
- The District Purchasing Card program will continue to work just as it does today, but with a new number.

We are confident that this update will enhance our business relationship with CSGA and participating agencies.

If you have any questions, please feel free to call me.

Sincerely

**Claudia M. Banderas**

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## COUNTY OF MENDOCINO

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*501 Low Gap Rd., Room 1060  
Ukiah, California 95482  
Phone (707) 463-4321  
Fax (707) 463-4166*

*Shari L. Schapmire  
Treasurer-Tax Collector*

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DATE: APRIL 21, 2014  
TO: MENDOCINO COUNTY POOL PARTICIPANTS  
FROM: SHARI L. SCHAPMIRE, TREASURER-TAX COLLECTOR  
SUBJECT: INVESTMENT REPORT – MARCH 31, 2014

Attached herewith is a listing of all investments held by the Mendocino County Investment Pool as of March 31, 2014. The investments have been made in accordance with the Investment Policy and are permitted investments according to current California law. Due to the nature of a public funds portfolio, it is mandatory that moneys be available to meet the monetary requirements inherent to operating a public entity. The attached Investment Report demonstrates that sufficient liquidity is available to meet anticipated expenditures during the next six months.

The primary and overriding objective for the investment pool is to protect the safety of the principal. The second objective is to insure a sufficient portion of all funds are invested in securities providing a high degree of liquidity and availability. The third objective is to obtain a yield commensurate to current conditions; yield shall not be the driving force in determining which investments are to be selected for purchase. Due to the current financial environment, interest apportionment rates continue to be historically low and will more than likely continue that way through 2015.

As always, feel free to contact me directly with any questions or concerns.