

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
BUSINESS MEETING AGENDA**

Tuesday, June 28, 2011, 7:30 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

1. **Call to order and determination of a quorum:**
2. **Public communication to the board:** An opportunity is provided for members of the public to address the board with respect to 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 for action.
3. **Previous meeting minutes:** The minutes of the May 31, 2011 regular business meeting and the June 23, 2011 special tax and budget meeting will be approved and/or revised and approved.
4. **Fire chief's report:**
  - a. **Incident reports:** The fire chief is requested to provide written report on the types of calls to which the fire department has responded since the last board meeting, and to note any trends which would suggest a need for changes to the district's and the fire department's planning.
  - b. **Fund raising, gifts, service fees:** Chief's report of current information on fundraising, gifts to the department, and any calls on which service fees should be levied by the district board.
  - c. **Fire department report:** Chief's report on other fire department progress.
  - d. **Fire department operational needs:** Chief's report on department needs.
  - e. **Vehicle maintenance report:** Chief's report on vehicle maintenance.
5. **Communications to the board:** Communications to the board will be presented.
6. **Financial report:** Current financial statements for the district will be presented.
7. **Items for consideration and possible action:**
  - a. **Chief appointment:** The board may vote to appoint the candidate elected by the fire department to fill the position of chief for the balance of the current term.
  - b. **Adoption of FY 2011-2012 budget:** The board may vote to adopt a budget for the fiscal year starting July 1, 2011.
  - c. **Journal entry correction of funds balance:** The board may vote to approve a request by the bookkeeper to make a one-time journal entry in the district books to correct a long standing discrepancy between county accounts and district accounts as to the balance of funds available to the district.
8. **Committee reports:**
  - a. **New fire station committee.**
  - b. **Vehicle committee.**
  - c. **Special tax update committee.**
9. **Directors' discussion:** Individual board members may discuss topics of concern to the district including, but not limited to, insurance, bylaws, fund raising, firefighter benefits.
10. **Next meeting schedule:** Tuesday, July 26, 2011, 7:30 pm.
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.

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
BUSINESS MEETING AGENDA**

Tuesday, June 28, 2011, 7:30 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

- ✓ 1. **Call to order and determination of a quorum:** *John Shandell*
- ✓ 2. **Public communication to the board:** An opportunity is provided for members of the public to address the board with respect to 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 for action.
- ✓ 3. **Previous meeting minutes:** The minutes of the May 31, 2011 regular business meeting and the June 23, 2011 special tax and budget meeting will be approved and/or revised and approved. *ok*
- ✓ 4. **Fire chief's report:**
  - a. **Incident reports:** The fire chief is requested to provide written report on the types of calls to which the fire department has responded since the last board meeting, and to note any trends which would suggest a need for changes to the district's and the fire department's planning.
  - b. **Fund raising, gifts, service fees:** Chief's report of current information on fundraising, gifts to the department, and any calls on which service fees should be levied by the district board.
  - c. **Fire department report:** Chief's report on other fire department progress.
  - d. **Fire department operational needs:** Chief's report on department needs.
  - e. **Vehicle maintenance report:** Chief's report on vehicle maintenance.
- ✓ 5. **Communications to the board:** Communications to the board will be presented.
- ✓ 6. **Financial report:** Current financial statements for the district will be presented.
7. **Items for consideration and possible action:**
  - a. **Chief appointment:** The board may vote to appoint the candidate elected by the fire department to fill the position of chief for the balance of the current term.
  - b. **Adoption of FY 2011-2012 budget:** The board may vote to adopt a budget for the fiscal year starting July 1, 2011.
  - c. **Journal entry correction of funds balance:** The board may vote to approve a request by the bookkeeper to make a one-time journal entry in the district books to correct a long standing discrepancy between county accounts and district accounts as to the balance of funds available to the district.
8. **Committee reports:**
  - a. **New fire station committee.**
  - b. **Vehicle committee.**
  - c. **Special tax update committee.**
9. **Directors' discussion:** Individual board members may discuss topics of concern to the district including, but not limited to, insurance, bylaws, fund raising, firefighter benefits.
10. **Next meeting schedule:** Tuesday, July 26, 2011, 7:30 pm.
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.

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
BUSINESS MEETING MINUTES**

Tuesday, May 31, 2011, 7:00 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

1. **Call to order and determination of a quorum:** Meeting called to order by President Alan Taeger at 7:02pm. Present were Board members Rich Riley, Ken Matheson, Ed Petrykowski and Terry Kemp. Chief Derek Wilson, Ted Williams, Marshall Brown and Erica Geer were present representing the Fire Department. Brad Montgomery was also present.
2. **Public communication to the board:** None.
3. **Adjournment:** The board meeting adjourned and met in closed session.
4. **Closed session - Personnel:** The board interviewed candidate Jeff Wall, nominated for Chief by Albion Little River Volunteer Fire Department to fill the vacancy created by the resignation of Chief Derek Wilson.
5. **Call to order:** Public business meeting reconvened at 7:32pm.
6. **Closed session Report:** There was no action taken by the board in closed session.
7. **Previous meeting minutes:** The minutes of the April 26, 2011 regular business meeting were approved as presented by unanimous vote of the members of the board on a motion by Rich.
8. **Fire chief's report:**
  - a. **Incident reports:** 12 medical, 1 fire alarm, 2 traffic accidents, and 1 water rescue.
  - b. **Fund raising, gifts, and service fees:** Annual BBQ is scheduled for July 9<sup>th</sup> from 1pm-4pm to be followed by a separate fundraiser "Firefest" which will follow from 6pm-10pm.
  - c. **Fire department report:** Details for the list of items stolen from Station 812 are still being collected.
  - d. **Fire department operational needs:** Replace stolen equipment.
  - e. **Vehicle maintenance report:** 8192 is at Fort Bragg Diesel, 8163 back in service, 8162 is waiting for an appointment.
9. **Communications to the board:** See attached list.
10. **Financial report:** Current financial statements were presented.
11. **Items for consideration and possible action:**
  - a. **Chief appointment:** The board voted unanimously on a motion by Ken to approve the candidacy of Jeff Wall to fill the position of chief for the balance of the current term.
  - b. **Bylaws revision:** The board reviewed and voted unanimously on a motion by Ken and seconded by Ed to adopt the proposed amendment to the Albion Little River Fire Protection District Bylaws, Policies and Procedures (Section 1017 – Appointment and Removal of Fire Chief). See attached.
  - c. **Special fire and rescue tax assessment:** The board reviewed and discussed the updating of current special tax rolls. This item to be continued on the agenda for the special budget meeting scheduled for 6/21/11. No action taken.
12. **Committee reports:**
  - a. **New fire station committee.** Lee Welty is still working on the foundation plans and is waiting for shop drawings. He is still getting things together for the encroachment permit.
  - b. **Vehicle committee.** John Crowningshield has developed a checklist for each vehicle
13. **Directors' discussion:** Alan reported that a Station 815 (Navarro Ridge) neighbor requested that an unused steel tank eyesore at that location be removed.
14. **Next meeting schedule:** Special meeting for fire and rescue tax assessment update and FY 2011-2012 budget development Tuesday, June 21, 4:00 pm. Next regular business meeting Tuesday, June 28, 2011, 7:30 pm.
15. **Adjournment:** meeting adjourned at 8:17pm.

**Attachments**

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING MAY 31, 2011  
COMMUNICATIONS TO THE BOARD**

- 5/7/2011 Received \$340 donation from the ALR Fire Auxiliary to the fire station building fund from proceeds of the flea market May 7.
- 5/9/2011 Received letter from LAFCO with notice of the adopted budget for FY 2011-2012.
- 5/11/2011 Received notice from county planning and building department of an application for an amendment to CDP 65-2007 to construct a 2,400 SF agricultural barn and fenced exercise arena.
- 5/16/2011 Received notice from the board of supervisors of a public hearing to be held May 23, 2011 at 2:30 pm in supervisors chambers to consider the adoption of Proposed Fee Modifications to the 2010 Master Fee Schedule for various county departments.
- 5/25/2011 Received email from Scott Roat, president of the Albion Little River Volunteer Fire Department with attached notice of nomination of Jeff Wall for the position of chief to fill the vacancy created by the resignation of Derek Wilson.
- 5/27/2011 Received letter from county auditor with estimated 2011/12 tax revenue for budget planning.

ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT

MINUTES

BOARD OF DIRECTORS SPECIAL MEETING  
SPECIAL FIRE AND RESCUE TAX ASSESSMENT UPDATE  
FY 2011-2012 BUDGET PROPOSAL

The meeting was called as a special meeting by the Board of Directors of the Albion Little River Fire Protection District for the purpose of updating the special fire and rescue tax rolls and developing a budget proposal for FY 2011-2012. No other business was considered at this special meeting.

Thursday June 23, 2010 4:30 pm. Location: Station 810, 33900 West Street (behind Albion Grocery), Albion, California

1. **Call to order and determination of a quorum.** Meeting called to order by President Alan Taeger at 4:31pm. Present were Rich Riley, Ken Matheson and Terry Kemp. Acting Chief Jeff Wall represented the Fire Department. John Shandel was also present.
2. **Public communication to the board:** None.
3. **Items for discussion and possible action:**
  - a. **Special fire and rescue tax assessment:** Ken reported details of his research regarding existing tax rolls and assessment procedures. Tax rolls will be updated following established policy. Ken will continue study to determine whether we should consider revision of the tax assessment policy. John Shandel expressed his belief that unimproved agricultural and timberland are not taxable under the special tax ordinance. No action taken.
  - b. **Budget proposal.** A FY 2011-2012 budget outline was presented and discussed item by item. Estimates for each budget item were detailed and evaluated by the board with the assistance of Acting Chief Wall. Chief Wall is to recommend amounts for certain budget items to be detailed before the budget approval vote at the regular business meeting June 28. No action taken.
4. **Adjournment.** Meeting adjourned at 6:52pm.

Albion Little River Fire dpt.  
Fire Chief's Report / Chief Wall  
June 2011

**Incident report :** the department has been running a medium amount of medical calls and other miscellaneous calls this month . / Marshal Browns report .

*8 calls for 4 near 1 traffic 1 fire 1 SAR 1 elect*

**Fund raising :** We are currently getting ready for our BBQ. and all is going well fire fighter gear is doing a great job and things are moving forward at this point .

**Fire dpt. report :** With the latest weather trend we are expecting an possible increase of vegetation fires and escape control burns . The department has directed our training to deal with the possibility of this type of call.

It is also the start of the summer season which will give us an increase of traffic collisions and added medical aid calls along with water related emergencies. To help deal with the increased call volume we will use mutual aid from Cal fire and Mendocino fire when needed .

We have completed the replacement of the fence and installed two gates at station 812 . The lumber was a trade for the generator that was removed from rescue 8132. The department had no use for the generator and was to be sold off. One gate was reused and one new gate purchased (from Rossi building materials ) . Labor will be paid out for the construction of this project to two fire fighters who did a very good job , Fire fighter T.Weildye and A. Crowningshield .

There is a large amount of un-used materials around the stations that is of no use and or out dated and we would like to throw it out and clean up. The old steel water tank located at the Navarro sub station was sold to Brad Montgomery for \$ 1.00 US., and is going to be removed as soon as possible. The tank is of no use to the department .

Fire fighters Williams and Brown are currently re-programing all radios at this time and are doing a great job for the dpt. and district ..

**Fire dept. operational needs :** We are going to need to make a purchase of new fire shelters . the shelters that we have are out dated and not legal for use . the plan is to purchase six new shelters with web gear. The new

items will be located at station 810 and station 812 . the remainder of the old web gear with out dated shelters will collected and used for training purposes only . In the past we all had personal web gear but the expense is to large to re-outfit the department. There is a possibility to get some type of grant in the future ...

*Speeds → → Needs battery box*

**Vehicle Maintenance :** Water tender 8192 is back in service and engine 8163 has a new fuel cap . Engine 8162 is scheduled to go to Opperman's for the water level gauge replacement .

*e.o.s.*  
Water tender 8191 was scheduled for work and its my feeling that this water tender should be removed from service . Its dash lights and speedometer do not work . the breaks are barely function . tires are in need of replacement . and possibly wheels . the tires were filled with fix a flat . It is over weight with 3500 gal. of water on a two axle truck . that is not Hwy legal at this time .

**Other :** The department members are making a big effort to clean up our stations, they have been neglected for a while and I personally feel and see an improvement with morale .

I would like to see the recruitment of at least 4 new personnel this year . We are low on personnel at this time .

Chief : Jeff Wall / 8100

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING JUNE 28, 2011  
COMMUNICATIONS TO THE BOARD**

- 6/3/2011 Received solicitation from Fechter & Company, CPAs requesting to be put on audit bid list and also requesting a copy of our latest fiscal audit.
- 6/6/2011 Received ballot for proposed bylaws amendment for California Special Districts Association (CSDA) to be returned by Friday, July 29, 2011.
- 6/22/2011 Received ballot for California Special Districts Association (CSDA) 2011 Board Elections to be returned by Friday, August 5, 2011.
- 6/24/2011 Received notice from PG&E of planned installation of a SmartMeter at Station 811 (D Road).



ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUDGET OVERVIEW WORKSHEET

UPDATED 6/28/2011	2007-2008	PER 6/30/08	2008-2009	PER 06/30/09	2009-2010	PER 6/30/10	2010-2011	PER 6/28/11	2011-2012	ESTIMATED	ACTUAL
CODE #	ESTIMATED	ACTUAL	REVISED	ACTUAL	REVISED	ACTUAL	REVISED	ACTUAL	ESTIMATED	ACTUAL	ACTUAL
<b>REVENUE</b>											
821110 CURRENT SECURED TAX	67,469.00	68,341.10	72,104.00	67,715.92	74,944.00	67,780.99	72,586.00	68,149.18	73,566.00		
821120 CURRENT UNSECURED TAX	2,053.00	2,120.79	2,074.00	2,330.60	2,322.00	2,483.32	2,405.00	2,464.78	2,470.00		
821130 SB 813 SUPPLEMENTAL TAX	2,834.00	2,516.55	2,288.00	1,136.75	1,572.00	472.10	569.00	251.07	283.00		
821210 PRIOR SECURED PROPERTY TAX	0.00	331.97	0.00	(244.48)	0.00	(779.89)	0.00	(96.09)	0.00		
821220 PRIOR UNSECURED PROPERTY TAX	106.00	32.41	34.00	62.84	27.00	139.31	114.00	137.03	126.00		
821300 SPECIAL TAX (FIRE ASSESSMENTS)	75,000.00	77,550.00	75,000.00	72,084.30	77,630.00	77,354.00	77,630.00	72,008.70	77,630.00		
821600 TIMBER YIELD TAX	486.00	383.82	374.00	279.74	314.00	52.46	71.00	169.29	83.00		
821700 HIGHWAY PROPERTY RENTAL	0.00	0.00	0.00	0.00	0.00	0.26	0.00	1.37	0.00		
824100 INTEREST	9,000.00	13,581.82	10,000.00	5,483.08	10,000.00	1,056.06	1,000.00	660.22	650.00		
825481 HOMEOWNER PROPERTY TAX RELIEF	809.00	802.76	803.00	393.77	768.00	778.28	778.00	385.46	771.00		
825490 STATE OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
826140 ELECTION SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
827500 SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
827700 OTHER	0.00	15,394.00	76,583.50	77,383.50	0.00	5,555.21	0.00	0.00	0.00		
827702 INSURANCE PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
<b>TOTAL REVENUE</b>	157,757.00	181,055.22	239,260.50	226,626.02	167,597.00	154,892.10	155,153.00	144,131.01	155,579.00		0.00
<b>FUND BALANCE CARRIED FORWARD</b>	290,000.00	315,157.00	347,520.83	347,520.83	264,846.08	264,846.08	256,504.94	256,504.94	317,390.21		317,390.21
<b>TOTAL AVAILABLE FOR APPROPRIATIONS</b>	447,757.00	496,212.22	586,781.33	574,146.85	432,443.08	419,738.18	411,657.94	400,635.95	472,969.21		317,390.21
<b>APPROPRIATIONS</b>											
861035 WORKERS COMPENSATION INSURANCE	6,000.00	4,960.00	6,000.00	5,407.00	7,000.00	5,183.00	\$6,000.00	5,960.00	\$7,000.00		
862050 CLOTHING & PERSONAL ITEMS	6,000.00	8,722.14	6,000.00	4,130.64	6,000.00	2,124.44	\$12,000.00	4,671.95	\$12,000.00		
862060 COMMUNICATIONS	10,000.00	9,157.86	10,000.00	4,247.81	5,000.00	4,918.24	\$5,000.00	4,842.70	\$5,000.00		
862101 INSURANCE - GENERAL	6,000.00	5,640.00	6,000.00	5,744.00	7,000.00	7,249.00	8,000.00	7,172.00	8,000.00		
862120 MAINTENANCE - EQUIPMENT	12,000.00	14,908.90	40,000.00	17,045.14	50,000.00	59,591.88	30,000.00	24,939.73	32,000.00		
862130 MAINTENANCE - STRUCTURES & GROUNDS	15,000.00	12,062.46	5,000.00	5,226.05	10,000.00	2,868.01	8,000.00	2,551.33	10,000.00		
862140 MEDICAL, LAB SUPPLIES	6,500.00	5,753.38	8,000.00	5,944.90	8,000.00	3,786.44	6,000.00	3,964.58	6,000.00		
862150 MEMBERSHIPS	2,500.00	2,147.00	2,800.00	2,695.00	3,000.00	2,630.00	3,000.00	2,349.00	3,000.00		
862170 OFFICE EXPENSE	600.00	479.13	3,000.00	3,034.72	2,000.00	698.41	1,000.00	906.04	1,000.00		
862181 AUDITING & FISCAL SERVICES	5,000.00	1,625.28	7,000.00	6,376.24	4,000.00	2,821.91	7,000.00	6,417.50	3,500.00		
862184 ARCHITECT & ENGINEERING SERVICES (811)	2,000.00	0.00	0.00	0.00	15,000.00	14,950.98	0.00	0.00	0.00		
862187 EDUCATION & TRAINING	10,000.00	7,420.27	10,000.00	8,375.36	15,000.00	5,233.03	15,000.00	13,958.14	10,000.00		
862189 PROFESSIONAL & SPECIAL SERVICES - OTHER	1,500.00	1,551.00	1,500.00	1,441.69	1,500.00	1,501.97	1,500.00	488.00	1,500.00		
862210 RENTS & LEASES BUILDINGS & GROUNDS	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00		
862220 SMALL TOOLS & SUPPLIES	3,500.00	3,173.66	3,500.00	2,381.66	7,000.00	6,291.44	4,000.00	1,137.10	4,000.00		
862231 ELECTION SUPERVISION & SERVICES	0.00	0.00	0.00	0.00	400.00	315.05	400.00	400.00	400.00		
862250 TRANSPORTATION & TRAVEL	25,000.00	17,394.64	26,000.00	22,540.45	26,000.00	22,227.44	26,000.00	21,925.89	26,000.00		
862260 UTILITIES	3,000.00	3,483.86	5,000.00	4,627.18	5,000.00	3,728.73	7,500.00	6,680.41	7,500.00		
863113 PAYMENTS TO OTHER GOVT AGENCIES	3,000.00	285.89	3,000.00	1,663.11	3,000.00	1,771.50	2,000.00	1,514.41	2,000.00		
864350 LAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
864360 STRUCTURES & IMPROVEMENTS	10,000.00	6,334.16	15,000.00	3,546.62	10,000.00	3,154.36	35,000.00	11,635.94	10,000.00		
864370 EQUIPMENT	5,000.00	2,818.09	205,000.00	204,571.20	12,000.00	12,190.01	10,000.00	8,037.46	138,900.00		0.00
<b>TOTAL APPROPRIATIONS</b>	132,600.00	107,917.72	362,800.00	309,300.77	197,000.00	163,253.24	187,400.00	129,152.18	138,900.00		0.00
<b>UNAPPROPRIATED FUNDS (funds balance)</b>	315,157.00	347,520.83	223,981.33	264,846.08	235,443.08	256,504.94	224,257.94	271,483.77	334,069.21		317,390.21
<b>END OF FY 2010-2011 ONE TIME JE CORRECTION</b>								45,906.44			

## Albion Little River Fire Protection District

## Budget vs. Actual

July 2010 through June 2011

	Jul '10 - Jun 11	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
82-1110 CURRENT SECURED TAX	68,149.18	72,586.00	-4,436.82	93.9%
82-1120-CURRENT UNSECURED TAX	2,464.78	2,405.00	59.78	102.5%
82-1130-SB813 SUPPLEMENTAL TAX	251.07	569.00	-317.93	44.1%
82-1210-PRIOR SECURED TAX	-96.09			
82-1220-PRIOR UNSECURED TAX	137.03	114.00	23.03	120.2%
82-1300-SPECIAL TAX	72,008.70	77,630.00	-5,621.30	92.8%
82-1600-TIMBER TAX	169.29	71.00	98.29	238.4%
82-1700-Highway Property Rental	1.37			
82-4100-INTEREST INCOME	660.22	1,000.00	-339.78	66.0%
82-5481-HOMEOWNER PROPERTY TAX	385.46	778.00	-392.54	49.5%
<b>Total Income</b>	<b>144,131.01</b>	<b>155,153.00</b>	<b>-11,021.99</b>	<b>92.9%</b>
<b>Gross Profit</b>	<b>144,131.01</b>	<b>155,153.00</b>	<b>-11,021.99</b>	<b>92.9%</b>
<b>Expense</b>				
86-1035-WORKERS COMPENSATION IN	5,960.00	6,000.00	-40.00	99.3%
86-2050-CLOTHING & PERSONAL ITE	4,671.95	12,000.00	-7,328.05	38.9%
86-2060-COMMUNICATIONS				
ATT	2,667.56			
Comcast	1,547.90			
MCN	30.00			
U.S. Cellular	467.34			
86-2060-COMMUNICATIONS - Other	129.90	5,000.00	-4,870.10	2.6%
<b>Total 86-2060-COMMUNICATIONS</b>	<b>4,842.70</b>	<b>5,000.00</b>	<b>-157.30</b>	<b>96.9%</b>
86-2101-INSURANCE GENERAL	7,172.00	8,000.00	-828.00	89.7%
86-2120-MAINTENANCE EQUIPMENT				
Firefighting Equipment	700.90			
Radio Maintenance	207.05			
Rescue Equipment	22.65			
Vehicle Maintenance				
8131	300.79			
8132	2,585.62			
8162	9,991.73			
8163	6,767.70			
8165	1,399.68			
8181	1,530.86			
8182	127.50			
8192	87.00			
Vehicle Maintenance - Other	1,081.48			
<b>Total Vehicle Maintenance</b>	<b>23,872.36</b>			
86-2120-MAINTENANCE EQUIPMENT - Other	136.77	30,000.00	-29,863.23	0.5%
<b>Total 86-2120-MAINTENANCE EQUIPMENT</b>	<b>24,939.73</b>	<b>30,000.00</b>	<b>-5,060.27</b>	<b>83.1%</b>
86-2130-MAINTENANCE STRUCTURES				
Station 810	46.05			
Station 811	239.52			
Station 812	1,831.24			
86-2130-MAINTENANCE STRUCTURES - Other	434.52	8,000.00	-7,565.48	5.4%
<b>Total 86-2130-MAINTENANCE STRUCTURES</b>	<b>2,551.33</b>	<b>8,000.00</b>	<b>-5,448.67</b>	<b>31.9%</b>
86-2140-MEDICAL, LAB SUPPLIES	3,964.58	6,000.00	-2,035.42	66.1%
86-2150-MEMBERSHIPS				
CALSTAR	480.00			
CSDA	599.00			
Mendocino Ambulance SVC	790.00			
REACH	480.00			
86-2150-MEMBERSHIPS - Other	0.00	3,000.00	-3,000.00	0.0%
<b>Total 86-2150-MEMBERSHIPS</b>	<b>2,349.00</b>	<b>3,000.00</b>	<b>-651.00</b>	<b>78.3%</b>
86-2170-DISTRICT OFFICE SUPPLIE	906.04	1,000.00	-93.96	90.6%
86-2181-AUDITING & FISCAL SERVI				
Bi-Annual Independent Audit	3,500.00			
Bookkeeping Services	2,917.50			
86-2181-AUDITING & FISCAL SERVI - Other	0.00	7,000.00	-7,000.00	0.0%
<b>Total 86-2181-AUDITING &amp; FISCAL SERVI</b>	<b>6,417.50</b>	<b>7,000.00</b>	<b>-582.50</b>	<b>91.7%</b>

**Albion Little River Fire Protection District**  
**Budget vs. Actual**  
**July 2010 through June 2011**

	Jul '10 - Jun 11	Budget	\$ Over Budget	% of Budget
86-2187-EDUCATION & TRAINING	13,958.14	15,000.00	-1,041.86	93.1%
86-2189-PROFESIONAL & SPECIAL S	488.00	1,500.00	-1,012.00	32.5%
86-2220-SMALL TOOLS & SUPPLIES	1,137.10	4,000.00	-2,862.90	28.4%
86-2231-ELECTION SUPERVISION &	0.00	400.00	-400.00	0.0%
86-2250-TRANSPORTATION & TRAVEL				
Albion K	840.31			
Firefighter Stipends	16,200.00			
Walsh Oil	4,696.59			
86-2250-TRANSPORTATION & TRAVEL - Other	188.99	26,000.00	-25,811.01	0.7%
<b>Total 86-2250-TRANSPORTATION &amp; TRAVEL</b>	<b>21,925.89</b>	<b>26,000.00</b>	<b>-4,074.11</b>	<b>84.3%</b>
86-2260-UTILITIES				
Albion Water District	540.00			
PG&E	3,778.31			
Suburban Propane	747.04			
Thompson Septic Service	1,314.60			
Waste Management	300.46			
86-2260-UTILITIES - Other	0.00	7,500.00	-7,500.00	0.0%
<b>Total 86-2260-UTILITIES</b>	<b>6,680.41</b>	<b>7,500.00</b>	<b>-819.59</b>	<b>89.1%</b>
86-3113-PAYMNTS TO GOVT AGENCIE	1,514.41	2,000.00	-485.59	75.7%
86-4360-BUILDINGS & IMPROVEMENT	11,635.94	25,000.00	-13,364.06	46.5%
86-4370-EQUIPMENT (PURCHASE)				
Computer Equipment	1,171.73			
Firefighting Equipment	471.95			
Medical Equipment	315.00			
Radios	3,320.64			
86-4370-EQUIPMENT (PURCHASE) - Other	2,758.14	10,000.00	-7,241.86	27.6%
<b>Total 86-4370-EQUIPMENT (PURCHASE)</b>	<b>8,037.46</b>	<b>10,000.00</b>	<b>-1,962.54</b>	<b>80.4%</b>
<b>Total Expense</b>	<b>129,152.18</b>	<b>177,400.00</b>	<b>-48,247.82</b>	<b>72.8%</b>
<b>Net Income</b>	<b>14,978.83</b>	<b>-22,247.00</b>	<b>37,225.83</b>	<b>-67.3%</b>

**Albion Little River Fire Protection District**  
**Transaction Detail Report**  
**May 30 through June 27, 2011**

Type	Date	Num	Name	Memo	Amount
<b>County</b>					
Check	6/2/2011	0409...	Beckman Printing & Copy ...	#30280 mapping	-700.35
Check	6/2/2011	0409...	Albion-Little River Fire Dep...	EFR 1210-1 & 311	-7,147.28
Check	6/9/2011	0409...	Golden State Risk Manage...	ALBILIT Jul 2011-2012	-13,132.00
Check	6/23/2011	0409...	Albion-Little River Fire Dep...	ERF 511	-1,979.62
Total County					-22,959.25
<b>County Transfers</b>					
Transfer	6/23/2011	0409...	County Check	AFP 6505 #3162-3171	-1,575.44
Total County Transfers					-1,575.44
<b>District Checking</b>					
Check	5/30/2011	3164	Comcast	8155300570034801	-75.36
Check	6/1/2011	3165	Waste Management	799-0001196-2561-4	-25.26
Check	6/1/2011	3166	Katsiaryna Gregonis	#34	-228.73
Check	6/5/2011	3167	Thompson's PortaSeptic S...	#14797	-143.30
Check	6/5/2011	3168	PG&E	0210095100-9	-205.25
Check	6/12/2011	3169	Matheson Tri-Gas Inc.	10206 #02509239	-56.10
Check	6/12/2011	3170	AT&T	96075541735558	-119.38
Check	6/12/2011	3171	Walsh Oil	13015 #187407	-544.47
Check	6/14/2011	3172	AT&T	0301538359001	-37.77
Check	6/19/2011	3173	Comcast	8155300570124362	-59.95
Transfer	6/23/2011	0409...	County Check	Funds Transfer	1,575.44
Check	6/26/2011	3174	Leventhal Schlosser Newb...	811 bldg project blueprints	-132.20
Check	6/26/2011	3175	Albion-Little River Fire Dep...	ERF 609	-311.49
Total District Checking					-363.82
<b>86-1035-WORKERS COMPENSATION IN</b>					
Check	6/9/2011	0409...	Golden State Risk Manage...	ALBILIT Jul 2011-2012	5,960.00
Total 86-1035-WORKERS COMPENSATION IN					5,960.00
<b>86-2050-CLOTHING &amp; PERSONAL ITE</b>					
Check	6/2/2011	0409...	Albion-Little River Fire Dep...	Outletshirts.com fire jack...	3,056.93
Check	6/23/2011	0409...	Albion-Little River Fire Dep...	L.N. Curtis & Son #1207...	180.59
Total 86-2050-CLOTHING & PERSONAL ITE					3,237.52
<b>86-2060-COMMUNICATIONS</b>					
<b>ATT</b>					
Check	6/12/2011	3170	AT&T	96075541735558	119.38
Check	6/14/2011	3172	AT&T	0301538359001	37.77
Total ATT					157.15
<b>Comcast</b>					
Check	5/30/2011	3164	Comcast	8155300570034801	75.36
Check	6/19/2011	3173	Comcast	8155300570124362	59.95
Total Comcast					135.31
Total 86-2060-COMMUNICATIONS					292.46
<b>86-2101-INSURANCE GENERAL</b>					
Check	6/9/2011	0409...	Golden State Risk Manage...	ALBILIT Jul 2011-2012	7,172.00
Total 86-2101-INSURANCE GENERAL					7,172.00
<b>86-2120-MAINTENANCE EQUIPMENT</b>					
<b>Firefighting Equipment</b>					
Check	6/23/2011	0409...	Albion-Little River Fire Dep...	Albion Grocery 04/03/11...	5.36
Total Firefighting Equipment					5.36
<b>Rescue Equipment</b>					
Check	6/26/2011	3175	Albion-Little River Fire Dep...	Postage to send Scuba ...	22.65
Total Rescue Equipment					22.65
<b>Vehicle Maintenance</b>					
<b>8163</b>					
Check	6/23/2011	0409...	Albion-Little River Fire Dep...	Opperman & Sons #210...	1,344.05
Total 8163					1,344.05

**Albion Little River Fire Protection District**  
**Transaction Detail Report**  
**May 30 through June 27, 2011**

Type	Date	Num	Name	Memo	Amount
<b>Vehicle Maintenance - Other</b>					
Check	6/26/2011	3175	Albion-Little River Fire Dep...	Rear view mirrors	58.16
Total Vehicle Maintenance - Other					58.16
Total Vehicle Maintenance					1,402.21
<b>86-2120-MAINTENANCE EQUIPMENT - Other</b>					
Check	6/26/2011	3175	Albion-Little River Fire Dep...	Cable from Coast Hardw...	45.62
Total 86-2120-MAINTENANCE EQUIPMENT - Other					45.62
Total 86-2120-MAINTENANCE EQUIPMENT					1,475.84
<b>86-2140-MEDICAL, LAB SUPPLIES</b>					
Check	6/2/2011	0409...	Albion-Little River Fire Dep...	Eureka Oxygen DM0061...	113.25
Check	6/12/2011	3169	Matheson Tri-Gas Inc.	10206 #02509239	56.10
Total 86-2140-MEDICAL, LAB SUPPLIES					169.35
<b>86-2170-DISTRICT OFFICE SUPPLIE</b>					
Check	6/1/2011	3166	Katsiaryna Gregonis	Postage	8.80
Total 86-2170-DISTRICT OFFICE SUPPLIE					8.80
<b>86-2181-AUDITING &amp; FISCAL SERVI</b>					
<b>Bookkeeping Services</b>					
Check	6/1/2011	3166	Katsiaryna Gregonis	#34	219.93
Total Bookkeeping Services					219.93
Total 86-2181-AUDITING & FISCAL SERVI					219.93
<b>86-2187-EDUCATION &amp; TRAINING</b>					
Check	6/2/2011	0409...	Albion-Little River Fire Dep...	Training, meals, lodging...	2,529.51
Check	6/23/2011	0409...	Albion-Little River Fire Dep...	Lodging, meals	372.50
Check	6/26/2011	3175	Albion-Little River Fire Dep...	Nathaniel Norling trainin...	150.00
Check	6/26/2011	3175	Albion-Little River Fire Dep...	Meals	35.06
Total 86-2187-EDUCATION & TRAINING					3,087.07
<b>86-2220-SMALL TOOLS &amp; SUPPLIES</b>					
Check	6/2/2011	0409...	Albion-Little River Fire Dep...	Search and Rescue Mea...	932.29
Check	6/23/2011	0409...	Albion-Little River Fire Dep...	Village Hardware March s...	26.21
Total 86-2220-SMALL TOOLS & SUPPLIES					958.50
<b>86-2250-TRANSPORTATION &amp; TRAVEL</b>					
<b>Albion K</b>					
Check	6/2/2011	0409...	Albion-Little River Fire Dep...	Gas, March statement	299.82
Total Albion K					299.82
<b>Walsh Oil</b>					
Check	6/12/2011	3171	Walsh Oil	13015 #187407	544.47
Total Walsh Oil					544.47
<b>86-2250-TRANSPORTATION &amp; TRAVEL - Other</b>					
Check	6/2/2011	0409...	Albion-Little River Fire Dep...	Gas	31.12
Check	6/23/2011	0409...	Albion-Little River Fire Dep...	Meal/picking up fire truck	24.97
Total 86-2250-TRANSPORTATION & TRAVEL - Other					56.09
Total 86-2250-TRANSPORTATION & TRAVEL					900.38
<b>86-2260-UTILITIES</b>					
<b>PG&amp;E</b>					
Check	6/5/2011	3168	PG&E	0210095100-9	205.25
Total PG&E					205.25
<b>Thompson Septic Service</b>					
Check	6/5/2011	3167	Thompson's PortaSeptic S...	#14797	143.30
Total Thompson Septic Service					143.30
<b>Waste Management</b>					
Check	6/1/2011	3165	Waste Management	799-0001196-2561-4	25.26
Total Waste Management					25.26
Total 86-2260-UTILITIES					373.81

**Albion Little River Fire Protection District  
 Transaction Detail Report  
 May 30 through June 27, 2011**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>86-4360-BUILDINGS &amp; IMPROVEMENT</b>					
Check	6/26/2011	3174	Leventhal Schlosser Newb...	811 bldg project blueprints	132.20
Total 86-4360-BUILDINGS & IMPROVEMENT					132.20
<b>86-4370-EQUIPMENT (PURCHASE)</b>					
<b>Computer Equipment</b>					
Check	6/2/2011	0409...	Albion-Little River Fire Dep...	Amazon Notebook Lock ...	47.96
Total Computer Equipment					47.96
<b>Radios</b>					
Check	6/2/2011	0409...	Albion-Little River Fire Dep...	Bear.com #4005447 Ken...	136.40
Total Radios					136.40
<b>86-4370-EQUIPMENT (PURCHASE) - Other</b>					
Check	6/2/2011	0409...	Beckman Printing & Copy ...	#30280 mapping	700.35
Check	6/23/2011	0409...	Albion-Little River Fire Dep...	Beckman's Printing #300...	25.94
Total 86-4370-EQUIPMENT (PURCHASE) - Other					726.29
Total 86-4370-EQUIPMENT (PURCHASE)					910.65
<b>TOTAL</b>					<b>0.00</b>

**APPOINTMENT AND REMOVAL OF FIRE CHIEF**

The Fire Chief is the only employee of the District. The Board of Directors is responsible for appointing and dismissing the Fire Chief.

**Procedure for appointment of Fire Chief by the Board of Directors:**

1. Department submits names of candidates to the Board of Directors at the meeting prior to annual department election.
2. The Board of Directors interviews candidates and using the criteria below selects the Fire Chief:
  - Qualifications for Fire Chief:
    - Experience in department activities
    - Ability to perform duties
    - Desire to fill position
3. If all candidates are rejected with cause, this process shall be repeated until a Fire Chief is selected.
4. The Fire Chief shall serve until the next annual Department election.
5. This process will be used if for any reason the Chief is unable to serve until the next annual Department elections.

**Procedure for dismissal of the Fire Chief:**

In order for the Board of Directors to remove the Fire Chief, at least one of the following conditions must exist:

1. A petition of a majority of regular Department members requesting removal of the Fire Chief is presented to the Board of Directors at a regular meeting.
2. The Board is informed in writing of a serious misapplication of policies, regulations, rules or procedures of the Albion-Little River Fire District or Department.
3. The Board of Directors determines the chief is unable to fulfill his/her duties. The determination will be made at a regular Board meeting and will require a simple majority vote of the Board.

If any of the above 3 conditions exist, the Board shall call a special meeting to discuss the allegations with the Fire Chief. If after this discussion, a majority of Board members feels the removal of the Fire Chief should be considered, the Board may call a properly noticed and agendaized special closed session to discuss the removal in accordance with Govt. Code 54957(b)(2) "As a condition of holding a closed session on specific complaints or charges brought against an employee by another person or employee, the employee shall be given written notice of his or her right to have the complaints or charges heard in open session rather than closed session..."

It shall require 4/5 majority of the Board of Directors to dismiss the Fire Chief.

[This page revised by unanimous vote of the Board of Directors May 31, 2011.]

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
FY 2011-2012 BUDGETED EXPENSES WORKSHEET**

	PROJECTED ITEM COSTS	CATEGORY TOTALS
<b><u>86-1035-WORKERS COMPENSATION INSURANCE</u></b>		\$7,000.00
GSRMA FIREFIGHTERS COMPENSATION INSURANCE	\$7,000.00	
<b><u>86-2050-CLOTHING &amp; PERSONAL ITEMS</u></b>		\$12,000.00
FIRE SHELTERS	\$5,000.00	
TURNOUTS	\$4,000.00	
OTHER	\$3,000.00	
<b><u>86-2060-COMMUNICATIONS</u></b>		\$5,000.00
ATT	\$3,000.00	
COMCAST	\$1,600.00	
MCN	\$30.00	
US CELLULAR	\$0.00	
OTHER	\$370.00	
<b><u>86-2101-INSURANCE - GENERAL</u></b>		\$8,000.00
GSRMA PROPERTY & LIABILITY INSURANCE	\$8,000.00	
<b><u>86-2120-MAINTENANCE – EQUIPMENT</u></b>		\$32,000.00
VEHICLE MAINTENANCE		
8130	\$2,000.00	
8131	\$2,000.00	
8132	\$2,000.00	
8162	\$12,000.00	
8163	\$2,000.00	
8165	\$2,000.00	
8181	\$2,000.00	
8182	\$2,000.00	
8191	\$2,000.00	
8192	\$2,000.00	
ZODIAC & TRAILER		
PWC & TRAILER		
OTHER VEHICLE		
RADIO MAINTENANCE		
MEDICAL EQUIPMENT		
RESCUE EQUIPMENT		
FIREFIGHTING EQUIPMENT	\$1,000.00	
DISTRICT OFFICE EQUIPMENT		
OTHER EQUIPMENT MAINTENANCE	\$1,000.00	



**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
FY 2011-2012 BUDGETED EXPENSES WORKSHEET**

	PROJECTED ITEM COSTS	CATEGORY TOTALS
<b><u>86-2130-MAINTENANCE – STRUCTURES AND GROUNDS</u></b>		<b>\$10,000.00</b>
STATION 810		
STATION 811	PAINT	\$5,000.00
STATION 812	REPAIRS, GRAVEL	\$3,000.00
STATION 813		
STATION 815		
MOWING	\$1,000.00	
OTHER	\$1,000.00	
<b><u>86-2140-MEDICAL, LAB SUPPLIES</u></b>		<b>\$6,000.00</b>
LAB SUPPLIES	\$2,500.00	
GASSES	\$1,600.00	
OTHER	\$1,900.00	
<b><u>86-2150-MEMBERSHIPS</u></b>		<b>\$3,000.00</b>
CSDA	\$700.00	
MENDOCINO AMBULANCE SVC	\$900.00	
REACH	\$700.00	
CALSTAR	\$700.00	
<b><u>86-2170-DISTRICT OFFICE SUPPLIES</u></b>		<b>\$1,000.00</b>
POSTAGE	\$150.00	
SOFTWARE	\$250.00	
PAPER, INK, MATERIALS	\$500.00	
OTHER	\$100.00	
<b><u>86-2181-AUDITING &amp; FISCAL SERVICES</u></b>		<b>\$3,500.00</b>
BI-ANNUAL INDEPENDENT AUDIT	\$0.00	
BOOKKEEPING SERVICES	\$3,500.00	
<b><u>86-2187-EDUCATION &amp; TRAINING</u></b>		<b>\$10,000.00</b>
CPR	\$1,000.00	
OTHER	\$9,000.00	
<b><u>86-2189-PROFESIONAL &amp; SPECIAL SERVICES</u></b>		<b>\$1,500.00</b>
COUNTY COUNSEL SERVICES	\$1,500.00	
<b><u>86-2220-SMALL TOOLS &amp; SUPPLIES</u></b>		<b>\$4,000.00</b>
BATTERIES	\$500.00	
MISC. HARDWARE	\$500.00	
OTHER	\$3,000.00	

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
FY 2011-2012 BUDGETED EXPENSES WORKSHEET**

	PROJECTED ITEM COSTS	CATEGORY TOTALS
<b><u>86-2231-ELECTION SUPERVISION &amp; SERVICES</u></b>		<b>\$400.00</b>
COUNTY CLERK - ELECTION SERVICES	\$400.00	
<b><u>86-2250-TRANSPORTATION &amp; TRAVEL</u></b>		<b>\$26,000.00</b>
WALSH OIL	\$5,000.00	
ALBION K	\$1,000.00	
FIREFIGHTER STIPENDS	\$18,000.00	
OTHER	\$2,000.00	
<b><u>86-2260-UTILITIES</u></b>		<b>\$7,500.00</b>
PG&E	\$4,000.00	
SUBURBAN PROPANE	\$900.00	
THOMPSON SEPTIC SERVICE	\$1,500.00	
ALBION WATER DISTRICT	\$540.00	
WASTE MANAGEMENT INC.	\$350.00	
OTHER	\$210.00	
<b><u>86-3113-PAYMENTS TO OTHER GOVT AGENCIES</u></b>		<b>\$2,000.00</b>
COUNTY AUDITOR - TAX COLLECTION/ALLOCATION	\$1,200.00	
LAFCO - DUES	\$500.00	
COUNTY ASSESSOR - TAX ASSESSMENT REPORT	\$100.00	
OTHER	\$200.00	
<b><u>86-4360-BUILDINGS AND IMPROVEMENTS</u></b>		
STATION 810		
STATION 811		
STATION 812		
STATION 813		
STATION 815		
<b><u>86-4370-EQUIPMENT (PURCHASE)</u></b>		
VEHICLES		
RADIOS	\$5,000.00	
FIREFIGHTING EQUIPMENT		
MEDICAL EQUIPMENT		
RESCUE EQUIPMENT		
DISTRICT OFFICE EQUIPMENT	\$0.00	
OTHER EQUIPMENT		
	<b>TOTAL BUDGETED EXPENSES</b>	<b>\$138,900.00</b>



**FECHTER  
& COMPANY**  
Certified Public Accountants

**Craig R. Fechter, CPA  
Scott A. German, CPA**

May 17, 2011

Director of Finance  
Albion-Little River Fire Protection  
P.O. Box 634  
Albion, CA 95410-0634

To Whom it May Concern:

I am writing this letter to express my interest in performing the District's annual independent audit. Please let me know what I can do to either place a bid on the District's audit, or be placed on the District's bidder's list for when the audit comes up for bid.

I would also like to obtain a copy of the District's latest fiscal audit as I am conducting a study of the different disclosures reported on the audited financial statements of special districts. You may forward them and any information regarding the annual audit to me at:

[cfechter@fechtercpa.com](mailto:cfechter@fechtercpa.com)

or

Fechter & Company, CPAs  
1870 Avondale Avenue, Suite 4  
Sacramento, CA 95825

Please give me a call at 916-333-5360 if you have questions! I appreciate your attention to these matters.

Regards,

Craig R. Fechter, CPA



**FECHTER  
& COMPANY**  
Certified Public Accountants

1870 Avondale Avenue Suite 4  
Sacramento, CA 95825

SACRAMENTO CA 958

34 MAY 2011 PM 4 11

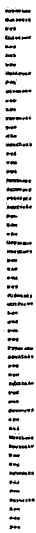


Director of Finance  
Albion-Little River Fire Protection  
P.O. Box 634  
Albion, CA 95410-0634

5

95410

334



## MEMORANDUM

**DATE:** June 1, 2011

**TO:** California Special Districts Association (CSDA) Voting Members

**FROM:** Jo MacKenzie, CSDA Board President  
Neil McCormick, CSDA Executive Director

**SUBJECT:** Proposed CSDA Bylaws Amendments

---

The CSDA Board of Directors has approved that attached recommended changes to the CSDA Bylaws to bring forward to CSDA voting members for consideration.

These recommended changes only affect one section of the bylaws (Article VIII – Local Chapters) as indicated in the attached document. The main reason for the proposed change to the bylaws is to require all newly formed chapters to have 100% of their members as dues paying members of the state association (CSDA) as well.

**Approving this bylaws change will not affect any existing CSDA chapter or its members. This is for newly formed chapters only.**

CSDA strongly encourages all chapters to promote membership in CSDA at the statewide level as it significantly helps in supporting the wide variety of efforts by the association throughout California and delivered on behalf of all districts. Ultimately, CSDA is trying to build and strengthen the relationship and connection between the statewide organization and chapters so we can better work together, communicate and have consistency in membership which makes us stronger.

The proposed changes are indicated in mark-up form on the attached excerpt from the Bylaws. A full version of the current CSDA bylaws can be found online at [www.csdanet.org/bylaws](http://www.csdanet.org/bylaws).

Once your district has reviewed the proposed CSDA bylaws updates, please use the enclosed official ballot with the prepaid postage to cast your vote by mail in favor or not in favor of the changes. **Completed ballots must be received by Friday, July 29, 2011 at 5:00 pm to be counted.** Only official and fully completed ballots returned via regular mail will be counted. The results of the Bylaws ballot will be announced in the CSDA e-News and on the CSDA website -- [www.csdanet.org](http://www.csdanet.org). If approved, the updated bylaws will take effect on August 1, 2011.

If you have any questions or require hard copies of any of any of these documents, you may contact Charlotte Lowe, Executive Assistant at [charlottel@csda.net](mailto:charlottel@csda.net) or (916) 442-7887.

**Thank you for your participation and continued support of CSDA!**

## **ARTICLE VIII – LOCAL CHAPTERS**

### **Section 1. Purpose:**

The purpose of local chapters is to provide a local forum of members for the discussion, consideration and interchange of ideas concerning matters relating to the purposes and powers of special districts and the CSDA.

The local chapters may meet to discuss issues bearing upon special districts and the CSDA. The chapters may make recommendations to the CSDA's Board of Directors.

### **Section 2. Organization:**

The regular voting members of the CSDA are encouraged to create and establish local chapters. Each of the following existing chapters must have at least one (1) CSDA member in their membership at all times: Alameda, Butte, Contra Costa, Kern, Marin, Monterey, Orange (ISDOC), Placer, Sacramento, San Bernardino, San Diego, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara and Ventura. These existing chapters are strongly encouraged to have all district members as CSDA members, however ~~the~~ existing local chapter may include members of local organizations, districts and professionals who are not members of the CSDA.

New chapters formed after {DATE OF BYLAWS UPDATE} are required to have 100 percent of their district members as CSDA members in order to be a chapter affiliate of CSDA. The existing local chapter may include members of local organizations and professionals who are not members of CSDA.

Local chapters shall be determined to be affiliates of the CSDA upon approval and ratification by the Board of Directors of the CSDA. The chapters shall be required to provide updated membership lists to the CSDA at least annually.

CSDA and its local chapters shall not become or deem to be partners or joint ventures with each other by reason of the provisions of these Bylaws.

### **Section 3. Rules, Regulations and Meetings:**

Each local chapter shall adopt such rules and regulations, meeting place and times as the membership of such local chapter may decide by majority vote. Rules and regulations of the local chapter shall not be inconsistent with the Articles of Incorporation or Bylaws of the CSDA.

### **Section 4. Financing of Local Chapters:**

No part of the CSDA's funds shall be used for the operation of the local chapter affiliates. The CSDA is not responsible for the debts, obligations, acts or omissions of its local chapters.

### **Section 5. Legislative Program Participation:**

Local chapters may function as a forum in regard to federal, state and local legislative issues. The chapters may assist the CSDA in the distribution of information to their members.





**California Special  
Districts Association**  
CSDA *Districts Stronger Together*

**MAIL BALLOT FOR PROPOSED  
BYLAWS AMENDMENT**

**Shall the 2011 Proposed CSDA Bylaws  
Amendments be Adopted?**

- Yes
- No

CSDA Member District Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_  
*(GM or Board President)*

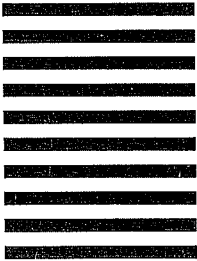
View current 2010 CSDA Bylaws at [csda.net/bylaws](http://csda.net/bylaws)  
View proposed new bylaws also at [csda.net/bylaws](http://csda.net/bylaws)

(If you require a copy of either of the above listed bylaws or have questions, please call Charlotte Lowe,  
CSDA Executive Assistant at (877) 924-CSDA.) If approved, bylaws will become effective August 1, 2011.



NO POSTAGE  
NECESSARY  
IF MAILED  
IN THE  
UNITED STATES

**BUSINESS REPLY MAIL**  
FIRST-CLASS MAIL PERMIT NO. 78071 SACRAMENTO CA  
POSTAGE WILL BE PAID BY ADDRESSEE



**CALIFORNIA SPECIAL DISTRICTS ASSOCIATION**  
1112 I STREET STE 200  
SACRAMENTO CA 95814-9988







# CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

## 2011 BOARD ELECTIONS

### MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Region for Seat C. Each of CSDA's six (6) regional divisions has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its region.

We have enclosed the candidate statements for each candidate who submitted one. Please vote for **only one** candidate to represent your region in Seat C and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 5, 2011**.

If you do not use the enclosed envelope, please mail in your ballot to:

**California Special Districts Association**  
**Attn: 2011 Board Elections**  
**1112 I Street, Suite 200**  
**Sacramento, CA 95814**

Please contact Charlotte Lowe toll-free at 877.924.CSDA or [charlottel@csgda.net](mailto:charlottel@csgda.net) with any questions.

Stanley R. Caldwell  
75 Cecilia Lane  
Martinez, California 94553-1455  
925-228-8922 (home)  
Stan\_Caldwell@comcast.net

California Special Districts Association  
1112 I Street, Suite 200  
Sacramento, CA 95814

RE: Election Region 3, Seat C

Dear Region 3 Special District,

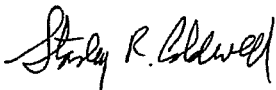
It has been an honor and a pleasure to serve the California Special Districts Association (CSDA) Membership as Region 3 Director these past 3 years. I look forward to the opportunity to continue to be of service. I have been active and involved in CSDA activities. I have served on the Membership and Recruitment Committee & Fiscal Committee. I am currently chair of the Fiscal Committee and CSDA Treasurer. I am semi-retired and I have the time, and the commitment required to continue to serve as a director.

I have served on the board of directors for the Mt. View Sanitary District (MVSD) in Region 3 since November of 1993. I have faithfully and diligently served within my local community. I am a dedicated active board member of MVSD and have served several times as the board president. By being an active participant at the California Association of Sanitation Agencies (CASA) and the California Special District Association, I enhance my ability to serve in a director position. I am the current MVSD representative to the Local Agency Formation Commission (LAFCO) in Contra Costa County. Contra Costa County has a local CSDA chapter, the Contra Costa Special Districts Association (CCSDA) of which I have been active participant and contributor. For CCSDA I provide Legislative updates at each meeting and I am the current Newsletter Editor.

If re-elected I would continue to provide the leadership that makes CSDA a success. I will apply my experience, commitment and leadership to be effective, efficient, and responsive to special district needs. Together, through continued advocacy, education, and the value-added services that CSDA provides, we can positively affect all special districts, their operations and service to constituents.

Please consider me for the upcoming election for Director of Region 3 where I will continue to bring my experience and dedication to CSDA.

Thank you for your consideration,



Stanley R. Caldwell  
Incumbent CSDA Region 3 Director  
Mt. View Sanitary District Board Member

In order to keep our database as up to date as possible, and bill your membership dues correctly, please take a moment to complete the following information and fax this to the CSDA Office at **916-442-7889**.

District Name: \_\_\_\_\_

Annual Operating Budget: \$ \_\_\_\_\_

*[Annual operating budget is defined as "the district's total operating revenue/income as of June 30, 2011."  
Reported budget should not include grants or pass-throughs.]*

Please print your name: \_\_\_\_\_

Please fax to 916-442-7889.

Thank you!



# CSDA BOARD OF DIRECTORS ELECTION 2011

All Fields Must Be Completed for ballot to be counted.  
(Please vote for only one.)

## REGION THREE

●  
*Seat C - term  
ends 2014*

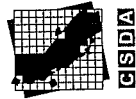
- Stanley Caldwell\***  
*Mt. View Sanitary District*
- Kathryn Slater-Carter**  
*Montara Water & Sanitary District*

\* incumbent

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

Member District: \_\_\_\_\_

Must be received by 5pm, August 5, 2011. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814



**CSIDA**

**California Special Districts Association**

1112 I Street, Suite 200  
Sacramento, CA 95814

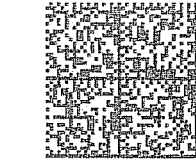
**REGION 3**



**California Special Districts Association**

1112 I Street, Suite 200  
Sacramento, CA 95814

*A proud California Special Districts Alliance partner*



PITNEY BOWES  
\$ 000.44

02 1P

0003131769 JUN 20 2011

MAILED FROM ZIP CODE 95814

Alan Taeger  
President  
Albion-Little River Fire Protection District  
PO Box 805  
Albion, CA 95410

55410 05





June 21, 2011

8273.6.104.17613 1 AV 0.340



ALBION LITTLE RIVER FIRE DISTRICT  
PO BOX 634  
ALBION, CA 95410-0634

Re: Account ID 0210095100

Dear ALBION LITTLE RIVER FIRE DISTRICT:

Pacific Gas and Electric Company (PG&E) is excited to inform you that we'll soon be installing SmartMeter™ technology on electric meters in your area. PG&E's SmartMeter™ program will empower you to take greater control of your energy consumption, use less energy, and save money.

In the next several weeks, PG&E or our authorized representative (Wellington Energy) will upgrade meter(s) listed on page two for the account shown above. Here's what you can expect when we stop by:

- Your meter upgrade will only take place during regular business hours (Monday - Saturday).
- We'll attempt to make contact with someone on site before starting the work.
- It is not necessary that someone be present as long as we have access to the meter(s).
- If no one is present, we'll leave a note following our visit.
- Installation is simple and quick. We will replace the existing electric meter with a digital electric meter.

With SmartMeter™ automated meter-reading technology, you will no longer have to wait for a monthly bill to know how much energy you use. Once your meter can be read remotely by the SmartMeter™ system, you will be able to log on to [www.pge.com/myaccount](http://www.pge.com/myaccount) to see and track your hourly electric energy use up to the previous day. Until then a PG&E meter reader will continue to read your meter on a monthly basis just as they do now. In the coming months, PG&E will be sending you more information about these, and other benefits, as they become available to you.

In the future, the SmartMeter™ system will help PG&E identify outages and assist with more timely power restoration. You will also have access to new tools that help you save on your energy bills, including additional SmartMeter™-enabled pricing plan options. In the long run, the SmartMeter™ program is expected to benefit our environment by decreasing demand on the power grid, resulting in fewer power plants than would otherwise be needed - both of which are good for our customers and California. If you would like to stay informed about the latest updates to pricing plans, please visit [www.pge.com/smartmeter](http://www.pge.com/smartmeter).

We've enclosed more information about how you can use SmartMeter™ technology to better manage your energy use and costs, and how the program can benefit you in the future. If you have questions about the SmartMeter™ program, or would like to learn more, visit [www.pge.com/smartmeter](http://www.pge.com/smartmeter), or call us at 1-866-743-0263.

Sincerely,

Louis Fusco  
Director, SmartMeter™ Field Delivery Deployment  
Pacific Gas and Electric Company

MIACOMAGE

Para más información o para solicitar estas materias en español, por favor llamar a 1-800-660-6789, o ir a [pge.com/espanol](http://pge.com/espanol).

欲知詳情或索取中文相關資料，請撥1-800-893-9555或上網址[pge.com/chinese](http://pge.com/chinese)。

SmartMeter™ is a trademark of SmartSynch, Inc. and is used by permission. "PG&E" refers to Pacific Gas and Electric Company, a subsidiary of PG&E Corporation. ©2011 Pacific Gas and Electric Company. All rights reserved.

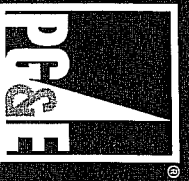


Service Agreement # 0210095025  
Service Address 32600 ALBION RIDGE RD  
ALBION CA 95410

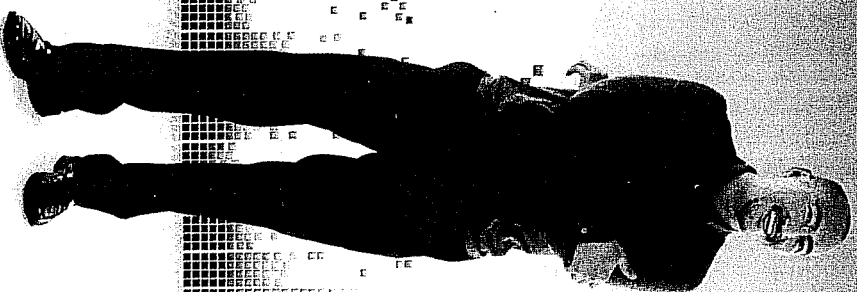
Your Service Agreement Number can be found on your PG&E bill.

For Direct Access (DA) and Community Choice Aggregation (CCA) customers, PG&E delivers the electricity to your home or business, and your DA or CCA provider purchases and/or generates the electricity you consume. Net Metering, CCA and DA customers are eligible for many, but not all, of the programs, rate schedules or features of rate schedules listed in this notice. For more information, call PG&E at 1-800-743-5000 or call your DA or CCA provider.





Get ready to see your power.  
A step-by-step welcome to SmartMeter™ technology.



Find us on:  [twitter.com/pg&e](https://twitter.com/pg&e)  [www.facebook.com/SmartMeter](https://www.facebook.com/SmartMeter)  [Seeyourpowerblog.com](http://seeyourpowerblog.com)

For Direct Access (DA) and Community Choice Aggregation (CCA) customers, PG&E delivers the electricity to your home or business, and your DA or CCA provider purchases and/or generates the electricity you consume. Net Metering, CCA, and DA customers are eligible for many, but not all, of the programs, rate schedules or features of rate schedules listed in this notice. For more information, call PG&E at 1-800-743-5000 or call your DA or CCA provider.

Para obtener mayor información o solicitar este material en español, por favor llame al 1-800-660-6789 o visite [www.pge.com/espanol](http://www.pge.com/espanol).

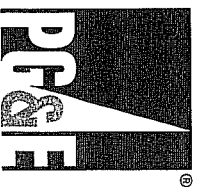
欲知詳情或索取中文相關資料，請撥 1-800-893-9555 或上網址 [www.pge.com/chinese](http://www.pge.com/chinese)。

SmartMeter™ is a trademark of SmartSynch, Inc. and is used by permission.

PG&E™ refers to Pacific Gas and Electric Company, a subsidiary of PG&E Corporation. ©2011 Pacific Gas and Electric Company. All rights reserved.

PG&E prints its materials with soy based inks  on recycled paper.

MEIR-E2584-E / CSM-0211-0846



Para obtener más información en español, consulte el reverso de esta guía o visite [www.pge.com/smartmeter/espanol](http://www.pge.com/smartmeter/espanol).

要了解中文版的詳細資訊，請翻至本指南背面或瀏覽 [www.pge.com/smartmeter/chinese](http://www.pge.com/smartmeter/chinese) 網站。

See your power at [www.pge.com/smartmeter](http://www.pge.com/smartmeter).

## PG&E's SmartMeter™ technology is part of California's bright future.

As part of a statewide effort to upgrade the power grid, Pacific Gas and Electric (PG&E) is upgrading all of its customers to SmartMeter™ technology. This technology is a key part of the Smart Grid that will lead to more efficient and reliable power, a reduced carbon footprint, and new technologies that will spur green jobs and clean-energy development.

For our customers, SmartMeter™ technology also means greater control. For the first time, you will be able to see how you use energy, by the day or hour, up to the previous day. With this information, you can better understand how energy use impacts your monthly bill and make better decisions to reduce your energy costs.

Millions of PG&E customers currently have SmartMeter™ technology and we're on track to install 10 million meters by 2012. This means millions of people already have the power to curb their energy waste and lower their monthly bill. One by one, it all adds up to a very bright, energy-conscious future for California.

## Upgrading to SmartMeter™ technology is a cinch.



### Step 1.

#### Installation

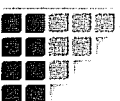
We'll send a PG&E representative, or our authorized contractor, Wellington Energy, Inc., to your home or business to install a SmartMeter™ device. It usually takes about 15 minutes. We take care of everything and, in most cases, you don't even have to be there.



### Step 2.

#### Connection

PG&E will establish a remote connection with your meter once the SmartMeter™ network is in place. This usually takes 60 to 90 days. In the meantime, you can read your SmartMeter™ device manually and PG&E will continue to send a meter reader to record your energy use.



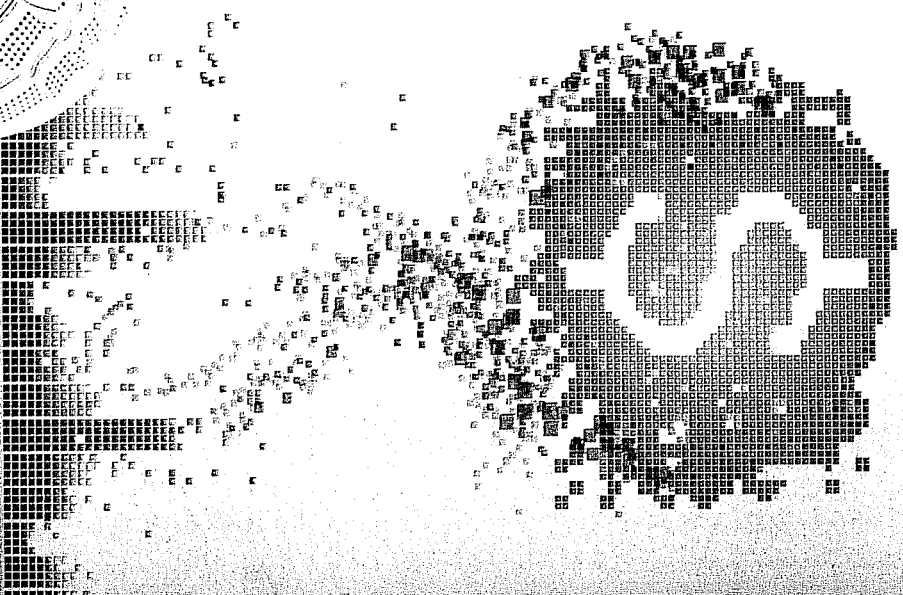
### Step 3.

#### See Your Power

Once you are connected to the SmartMeter™ network, you can sign up for My Account online. There you can access your PG&E account to see how much energy you've used, up to the previous day, by the day or hour. With helpful tips and tools from PG&E, you can learn how to better manage your energy, which could lead to savings on your monthly bill.

# See your power. Spend less time wondering where you can save.

With data from your SmartMeter™ device, you can see at a glance just how much energy you're using, when you're using it—and decide what reductions you want to make.



## SmartMeter™ technology: smart, new, and all about you.

SmartMeter™ technology is an exciting innovation that measures your energy usage and securely transmits it to PG&E. It harnesses the power of the SmartMeter™ network so you can see—for the first time ever—exactly when you use your energy.

This means you have an opportunity to take greater control over your energy use. You will finally be able to see details of your energy use online and estimate your bill before you get it in the mail. You'll get a personalized account for your usage and plenty of online guidance. And it will be easier than ever to change how and when you consume energy.

Millions of homes and businesses in California already have SmartMeter™ technology—now you're about to join the future of California's energy network.

## What can you do with SmartMeter™ technology?

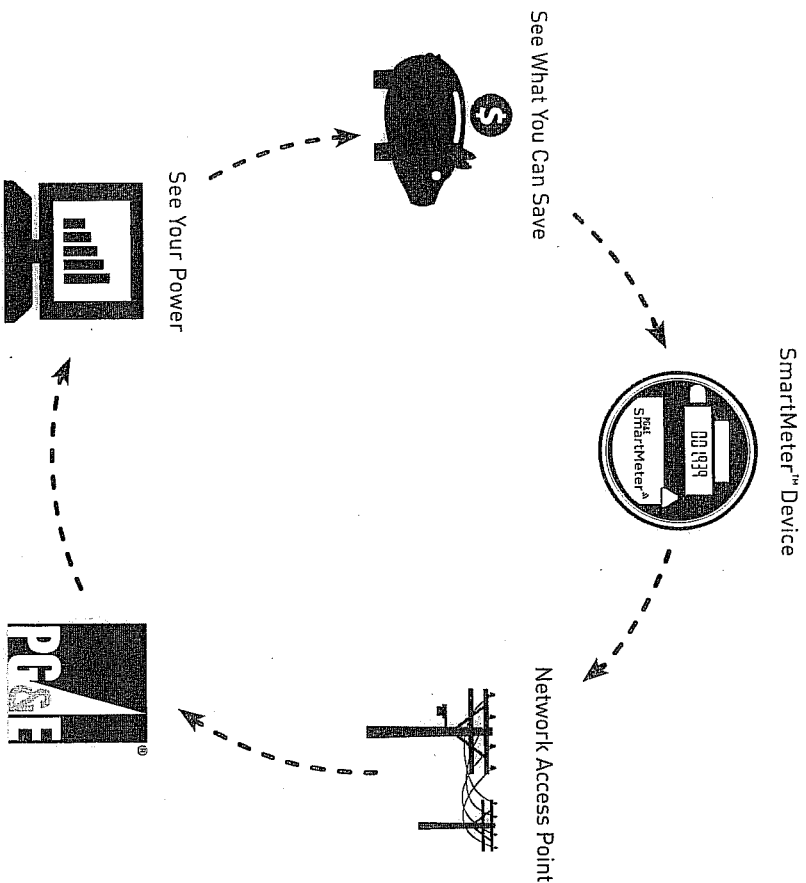
You can begin to view your detailed energy-usage information once a secure connection has been established between your SmartMeter™ device and the SmartMeter™ network. This usually takes about 60 to 90 days. Once you go online you'll be able to:

- Access all your usage information to view your electric use by the hour and your gas usage by the day
- See how your energy usage affects how much you pay
- Use your energy data to better manage your energy consumption and make informed choices to help control your costs

## What is the SmartMeter™ network?

The SmartMeter™ network uses advanced meter technology to provide two-way communication between your home or business and PG&E. Your new SmartMeter™ device records hourly meter readings and then periodically transmits them back to PG&E through a secure wireless network, routing data from your meter—via other nearby meters—to a network access point in your area.

In order for your meter reads to be remotely transferred back to PG&E, other meters in your area need to be installed, along with the access points—creating a “mesh” of network coverage. Then your meter will be connected to the SmartMeter™ network, and you’ll be able to go online and access your energy-usage information.



## Things you may have heard.

We know there has been much discussion on the SmartMeter™ program. Below is additional information on some of these issues.

### Accurate readings of your consumption.

PG&E SmartMeter™ devices are tested several times for accuracy before they are installed, and a recent independent audit authorized by the California Public Utilities Commission found the devices to be accurate. You can read the report on our website at [www.pge.com/smartmeter](http://www.pge.com/smartmeter).

### Understanding the wireless mesh network.

PG&E uses wireless radios attached to an electric meter to send customer usage information securely and wirelessly with its SmartMeter™ devices to PG&E for data collection. This technology allows our customers to better manage their energy consumption. For specific information on this technology, please visit [www.pge.com/rf](http://www.pge.com/rf).

### Keeping your data safe.

Protecting our customers' information is a top priority. PG&E applies the same privacy protection standards to all data collected by the company from customers including the usage data collected by the SmartMeter™ system. We treat each customer's personal information and data as confidential, consistent with all regulatory requirements, including those established by the California Public Utility Commission (CPUC).

## Why are you getting it?

SmartMeter™ technology is the first step in a critical upgrade that will transform California's energy future.

## Here's why SmartMeter™ technology is a good idea:

### Monitoring your daily use is as easy as going online.

You'll be able to access your own detailed energy usage online—what the SmartMeter™ device collects is what you'll see.

### No more relying on 100-year-old meters.

It's amazing but true: traditional analog meters have served PG&E customers for nearly 100 years. SmartMeter™ technology ushers in a new era that will help save energy, reduce costs, and increase reliability and transparency of your energy use.

### More choice in pricing plans.

In the future, customers will be able to use SmartMeter™ technology to save money without necessarily using less energy. With new pricing options, including SmartRate™, energy will be charged at different prices during different times of the day. So if you use your appliances and electronics when energy costs the least, you can lower your overall energy bills. To stay up-to-date on when new pricing plans become available, and sign up for SmartRate™, please visit [www.pge.com/smartmeter](http://www.pge.com/smartmeter).

### How other PG&E customers see their power:

"I find myself frequently checking the PG&E site to see my usage now versus a year ago or even the previous week or month."

Judie, Fresno

## What's next?

### Installation day:

Our representatives will come by to install your SmartMeter™ device. When installation is complete, you will receive a booklet—your handy guide—that explains how you can get started using SmartMeter™ technology.

### See your power online.

When your SmartMeter™ device is connected to the SmartMeter™ network, you'll receive our how-to guide, showing you how to access your energy-usage information online, so you can begin viewing and managing your usage.

### In the meantime you can...

Learn more about the benefits of the SmartMeter™ program at [www.pge.com/smartmeter](http://www.pge.com/smartmeter) and stay informed about what's to come!

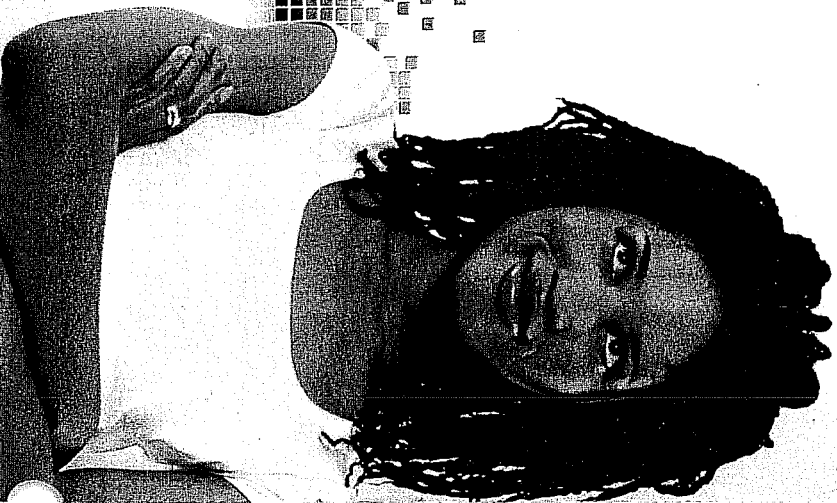
### How other PG&E customers see their power:

"Our youngest child is our electric auditor. He makes sure rarely used appliances get unplugged, to control vampire usage."

Copy: Granite Bay

# See your power. Unplug and compare.

Many electronic devices and appliances in our homes suck up energy even while they're turned off. SmartMeter™ technology can help you pinpoint your energy vampires—so you can stop them from wasting your money.



## Actualizarse a la tecnología SmartMeter™ es muy sencillo.

### Paso 1.

**Instalación:** Enviaremos a su hogar o negocio a un representante de PG&E o a nuestro contratista autorizado, Wellington Energy, Inc., para instalar el dispositivo SmartMeter™. Generalmente, toma unos 15 minutos. Nosotros nos encargamos de todo y, en la mayoría de los casos, usted ni siquiera tiene que estar presente.

### Paso 2.

**Conexión:** PG&E establecerá una conexión remota con su medidor SmartMeter™, puede inscribirse a My Account por Internet. Allí, puede acceder a su cuenta de PG&E y ver cuánta energía ha consumido hasta el día anterior, por día y por hora. Con las útiles sugerencias y herramientas de PG&E, usted puede aprender a controlar mejor su consumo de energía, lo cual podría conducir a ahorros en su factura mensual.

### Paso 3.

**Consulte su energía:** Una vez que se haya conectado a la red de SmartMeter™, puede inscribirse a My Account por Internet. Allí, puede acceder a su cuenta de PG&E y ver cuánta energía ha consumido hasta el día anterior, por día y por hora. Con las útiles sugerencias y herramientas de PG&E, usted puede aprender a controlar mejor su consumo de energía, lo cual podría conducir a ahorros en su factura mensual.

Para obtener más información en español, consulte el reverso de esta guía o visite [www.pge.com/smartmeter/espanol](http://www.pge.com/smartmeter/espanol).

## 升級至 SmartMeter™ 技術輕而易舉。

### 步驟 1.

**安裝:** 我們會派一位 PG&E 代表，或由我們的授權承包商 Wellington Energy, Inc 到府或至商舖 (公司) 安裝 SmartMeter™ 裝置，一般只需 15 分鐘即可安裝完成。我們會自行處理一切事宜，多數情況下，您甚至不必在場等候。

### 步驟 2.

**連線:** PG&E 將在設妥 SmartMeter™ 網絡後，即與您的電錶建立遠端連線。期間，您可以人工方式讀取 SmartMeter™ 裝置，PG&E 會繼續派讀錶員記錄您的能源用量。

### 步驟 3.

**查看您的用電情形:** 您的電錶與 SmartMeter™ 網絡連線後，您就可上網註冊 My Account (我的帳戶)。您可利用此功能查看自己的 PG&E 帳戶，了解空前一天為止每天或每小時的能源用量。有了 PG&E 的實用需知及工具後，您就會了解如何有效管理能源，更可節省每月能源開支。

要了解中文版的詳細資訊，請翻至本指南背面或瀏覽 [www.pge.com/smartmeter/chinese](http://www.pge.com/smartmeter/chinese) 網站。

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
BUSINESS MEETING MINUTES**

Tuesday, June 28, 2011, 7:30 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

1. **Call to order and determination of a quorum:** Meeting called to order by President Alan Taeger at 7:31pm. Present were Board members Rich Riley, Ken Matheson, Ed Petrykowski and Terry Kemp. Interim Chief Jeff Wall, Marshall Brown and Ted Williams were there representing the Fire Department. John Shandel was also present.
2. **Public communication to the board:** John Shandel voiced his concerns about expanding the fire station on D Rd and proposed seeking a better location for the new station.
3. **Previous meeting minutes:** The minutes of the May 31, 2011 regular business meeting and the June 23, 2011 special tax and budget meeting were approved as presented by unanimous vote of the members of the Board on a motion by Rich.
4. **Fire chief's report:**
  - a. **Incident reports:** 4 medical, 1 traffic accident, 1 fire, 1 search and rescue and 1 electrical hazard.
  - b. **Fund raising, gifts, service fees:** The Fire department is currently getting ready for their annual BBQ.
  - c. **Fire department report:** See attached report.
  - d. **Fire department operational needs:** See attached report.
  - e. **Vehicle maintenance report:** See attached report.
5. **Communications to the board:** See attached list.
6. **Financial report:** Current financial statements were presented.
7. **Items for consideration and possible action:**
  - a. **Chief appointment:** The board unanimously voted to appoint Jeff Wall, the candidate elected by the fire department to fill the position of chief for the balance of the current term, on a motion by Ken.
  - b. **Adoption of FY 2011-2012 budget:** The board voted unanimously to adopt the proposed budget for the fiscal year starting July 1, 2011 on a motion by Ken and seconded by Terry.
  - c. **Journal entry correction of funds balance:** The Board voted unanimously on a motion by Ken to approve a one time journal entry into the District books to correct a long standing discrepancy between county accounts and District accounts as to the balance of funds available to the District.
8. **Committee reports:**
  - a. **New fire station committee.** Alan spoke with the architects and there has been some movement towards the encroachment permit.
  - b. **Vehicle committee.** See attached Chief's report
  - c. **Special tax update committee.** No report
9. **Directors' discussion:** Board members discussed proposed building ideas presented by John Shandel.
10. **Next meeting schedule:** Tuesday, July 26, 2011, 7:30 pm.
11. **Adjournment:** Meeting adjourned at 9:30pm.

**Attachments**

## Albion Little River Fire dpt. Fire Chief's Report / Chief Wall

June 2011

**Incident report :** the department has been running a medium amount of medical calls and other miscellaneous calls this month . / Marshal Browns report.

**Fund raising :** We are currently getting ready for our BBQ. and all is going well fire fighter Gear is doing a great job and things are moving forward at this point .

**Fire dpt. report :** With the latest weather trend we are expecting an possible increase of vegetation fires and escape control burns. The department has directed our training to deal with the possibility of this type of call. It is also the start of the summer season which will give us an increase of traffic collisions and added medical aid calls along with water related emergencies. To help deal with the increased call volume we will use mutual aid from Cal fire and Mendocino fire when needed.

We have completed the replacement of the fence and installed two gates at station 812. The lumber was a trade for the generator that was removed from rescue 8132. The department had no use for the generator and was to be sold off. One gate was reused and one new gate purchased (from Rossi building materials). Labor will be paid out for the construction of this project to two fire fighters who did a very good job, Fire fighter T. Weildye and A. Crowningshield.

There is a large amount of un-used materials around the stations that is of no use and or out dated and we would like to throw it out and clean up.

The old steel water tank located at the Navarro sub station was sold to Brad Montgomery for \$ 1.00 US, and is going to be removed as soon as possible. The tank is of no use to the department.

Fire fighters Williams and Brown are currently re-programing all radios at this time and are doing a great job for the dpt. and district..

**Fire dpt. operational needs :** We are going to need to make a purchase of new fire shelters. The shelters that we have are out dated and not legal for use. The plan is to purchase six new shelters with web gear. The new items will be located at station 810 and station 812. The remainder of the old web gear with out dated shelters will collected and used for training purposes only . In the past we all had personal web gear but the expense is to large to re-outfit the department. There is a possibility to get some type of grant in the future ...

**Vehicle Maintenance :** Water tender 8192 is back in service and engine 8163 has a new fuel cap .

Engine 8162 is scheduled to go to Opperman's for the water level gauge replacement.

Water tender 8191 was scheduled for work and its my feeling that this water tender should be removed from service . Its dash lights and speedometer do not work. The breaks are barely function. Tires are in need of replacement and possibly wheels. The tires were filled with fix a flat. It is over weight with 3500 gal. of water on a two axle truck. That is not Hwy legal at this time.

Water tender 8192 to go in for repair of speedometer and fabrication of battery box for DOT approval. Dpt. will schedule appointment .

**Other :** The department members are making a big effort to clean up our stations, they have been neglected for a while and I personally feel and see an improvement with morale. I would like to see the recruitment of at least 4 new personnel this year. We are low on personnel at this time.

Chief : Jeff Wall / 8100

Minutes approved as presented by unanimous vote of the board at the July 26, 2011 regular business meeting.



**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING JUNE 28, 2011  
COMMUNICATIONS TO THE BOARD**

- 6/3/2011 Received solicitation from Fechter & Company, CPAs requesting to be put on audit bid list and also requesting a copy of our latest fiscal audit.
- 6/6/2011 Received ballot for proposed bylaws amendment for California Special Districts Association (CSDA) to be returned by Friday, July 29, 2011.
- 6/22/2011 Received ballot for California Special Districts Association (CSDA) 2011 Board Elections to be returned by Friday, August 5, 2011.
- 6/24/2011 Received notice from PG&E of planned installation of a SmartMeter at Station 811 (D Road).