



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING AGENDA

Monday, December 18, 2017, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:**
 - a. **Welcome to new board members.**
2. **Motion by Secretary Alan Taeger to adopt agenda:**
3. **Public communication to the board:** Members of the public may address the board on any matter within the jurisdiction of the board; however, no action will be taken on items not on the agenda. Individuals wishing to address the board regarding items on the agenda may do so when the agenda item is presented.
4. **Election of District Officers:** Positions elected by vote of directors: President, Vice President, Secretary.
5. **Chief's report:** (See packet.)
6. **Consent calendar:** The following consent items are expected to be routine and non-controversial, and will be acted on by the board in a single action without discussion unless a request is made by a board member or a member of the public to move an item for discussion or separate action.
 - a. **Approval of November 20, 2017 regular meeting minutes.**
 - b. **Acceptance of December 18, 2017 correspondence report.**
 - c. **Acceptance of submitted current financial reports.**
7. **Unfinished Business:**
 - a. **Motion by Director Taeger to amend current district bylaws Section 1100-[Board Meetings], Article 6. [Board Meeting Schedule], item a. to read "Regular meetings to be held on the third Monday of each calendar month at 7:00 pm at Albion School, 30400 Albion Ridge Road, Albion, CA".** Motion carried by unanimous vote of the board at the September 14, 2016 regular meeting. Bylaws change requires confirmation by minimum four votes at a following regular meeting.
 - b. **Second reading/approval of Ordinance 2016-1 proposed by Director Issel including revisions:** (See packet.) Proposed ordinance would supersede Bylaws Section 1150 – Document Preparation/Postal Charges.
 - c. **Approval of Resolution 20171218 regarding fee waivers:** (See packet.) To accompany ordinance above.
8. **Items for discussion and possible action:**
 - a. **Resolution 20171218-2 Station 810 Land Acquisition proposed by Director Issel:** (See packet.)
9. **Closed Session:** Directors conference – anticipated real estate purchase offer.
10. **Committee Reports:**
 - a. **Ad hoc committees:** (See packet.)
 1. **Long Term Budget Plan - Issel, Taeger**
 2. **Facilities and Apparatus –Issel, Taeger**
 3. **Mendocino Association of Fire Districts – Taeger**
 4. **Strategic planning – Issel, Taeger**
 5. **Litigation – Issel, Taeger**
 6. **Operations – Issel**
 7. **Public Relations– Issel, Taeger**
11. **Directors Discussion:**
 - a. **Chief Williams supervisory candidacy.**
 - b. **Non-agenda items of board concern.**
12. **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 at 707-937-4022, email: board@albionfire.com or write to the board at PO Box 634, Albion, CA 95410-0634 as soon as possible before the meeting date.

**CERTIFICATE
(SECTION 10515 ELECTION CODE)**

**TO THE HONORABLE BOARD OF SUPERVISORS
COUNTY OF MENDOCINO**

I, **SUSAN M. RANOCHAK, ASSESSOR-COUNTY CLERK-RECORDER**, do hereby certify that at 5:00 p.m. on **AUGUST 16, 2017** the number of nominees did not exceed the number of offices to be filled and that no petition requesting a special election in the **ALBION/LITTLE RIVER FIRE PROTECTION DISTRICT** was filed with the County Clerk.

NOW THEREFORE, pursuant to Election Code 10515 (a), the following persons have filed their declaration of candidacy papers and are required to be appointed prior to **NOVEMBER 7, 2017** to the terms as shown:

Term to begin December 1, 2017 at noon and end the first Friday in December of 2021.

STEVE ACKER	PO Box 325 Albion 95410	937-3865
JOHN CROWNSHIELD	PO Box 1234 Mendocino 95460	489-0078


Term to begin December 1, 2017 at noon and end the first Friday in December of 2019

CHUCK GREENBERG	PO Box 490 Little River 95456	322-5794
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No other appointments need to be made at this time.

WITNESS MY HAND AND OFFICIAL SEAL THIS 28th DAY OF AUGUST, 2017.

(SEAL)



 SUSAN M. RANOCHAK, County Clerk
 in and for the County of Mendocino
 State of California

cc: District Secretary

Fire Chief's Report, 1 December, 2017, by Ted Williams

• Incident Log

- **2017013267 11/03/2017 1507**
 - FIRE, RESIDENTIAL ALARM; 5800 ALBION LITTLE RIVER RD, LR
 - Determined to be false alarm, call canceled
 - Ted Williams
 - Leslie Hrbacek
 - Jaime Placido
 - Kevin Spring
 - Available: 1509
- **2017013295 11/04/2017 0354**
 - MEDICAL CHARLIE; 3700 ALBION LITTLE RIVER RD, LR
 - Jaime Placido
 - Andrea Pennebaker (8130)
 - Marshall Brown (8130)
 - Leslie Hrbacek (8130)
 - Steve Crowningshield (8132)
 - On Scene: 0409
 - Available: 0436
- **2017013385 11/06/2017 1335**
 - FIRE, RESIDENTIAL ALARM; 32151 ALBION RIDGE G ROAD, ALBION
 - Michael Rees
 - Kenyon Begley
 - Ted Williams (On the phone)
 - Leslie Hrbacek (E8162, driver back)
 - Kevin Spring (canceled)
 - Jaime Placido
 - Andrea Pennebaker (E8162, driver there)
 - On Scene: 1348
 - Available: 1533
- **2017013516 11/09/2017 1858**
 - MISCELLANEOUS; 43701 LITTLE RIVER AIRPORT ROAD, LR
 - Marshall Brown
 - Michael Rees (8162)
 - Leslie Hrbacek (8162)
 - Kenyon Begley(8162)
 - Steve Crowningshield (8180)
 - Kevin Spring (8180)
 - David Jones
 - On Scene: 1858
 - Available: 2133
- **2017013631 11/12/2017 1210**
 - WILDLAND FIRE; N. HWY 1, MP 42.00, ALBION
 - Michael Rees (canceled)
 - Andrea Pennebaker (8162)
 - Marshall Brown (WT8191, driver)

- Steve Crowningshield (8191)
- Kevin Spring
- John Crowningshield (canceled)
- Leslie Hrbacek (canceled)
- Rob Marcello (canceled)
- Available: 1235
- **2017013648 11/12/2017 1927**
 - FIRE/SMOKE CHECK; 3338 N. HWY 1/ 34900 ALBION RIDGE RD., ALBION
 - Marshall Brown
 - Michael Rees
 - Andrea Pennebaker
 - Kenyon Begley
 - Leslie Hrbacek (canceled)
 - Ted Williams (canceled)
 - Kevin Spring (canceled)
 - On Scene: 1934
 - Available: 1948
- **2017013824 11/17/2017 0521**
 - HAZARDOUS CONDITION; HIGHWAY 128, MP 6.0, NAVARRO
 - MUTUAL AID PROVIDED BY CALFIRE 1156
 - Michael Rees
 - Steve Wolfe
 - Debbi Wolfe
 - Ted Williams
 - Marshall Brown (8162)
 - John Crowningshield (8162)
 - Leslie Hrbacek (8162)
 - Jaime Placido
 - On Scene: 0556
 - Available: 0610
- **2017013896 11/18/2017 2304**
 - MEDICAL/TRAFFIC COLLISION; 3790 N HWY 1 (ARI), LR
 - Ted Williams
 - Marshall Brown (8162)
 - Andrea Pennebaker (8162)
 - Michael Rees
 - John Crowningshield (8171)
 - Steve Crowningshield (8171)
 - Maddie Godine
 - Kenyon Begley
 - On Scene: 2317
 - Available: 2358
- **2017013921 11/19/2017 1621**
 - MEDICAL ALPHA; 39830 LITTLE RIVER AIRPORT RD, LR
 - Ted Williams (8132)
 - Marshall Brown

- Michael Issel (8132)
- John Crowningshield
- Steve Crowningshield
- Citlali Calvillo (8130) canceled
- Andrea Pennebaker (canceled)
- Jaime Placido (canceled)
- Michael Rees (canceled)
- On Scene: 1630
- Available: 1651
- **2017014224 11/26/2017 1318**
 - ELECTRICAL HAZARD; 33621 ALBION RIVER NORTH SIDE RD., LR
 - WITHIN SCHOONER'S LANDING CAMPGROUND
 - Not as reported; lines down were telephone, not power
 - Marshall Brown (8162)
 - Andrea Pennebaker (8162)
 - Michael Rees
 - Steve Wolfe
 - Debbi Wolfe
 - Leslie Hrbacek
 - Jaime Placido
 - Kenyon Begley
 - Kevin Spring (canceled)
 - John Crowningshield (8171)
 - Ted Williams (canceled)
 - CalFire 1156
 - On Scene: 1340
 - Available: 1412
- **2017xxxx 11/27/2017 0150**
 - Not paged out
 - Hazardous Conditions (Jaime's House)
 - Jaime Placido
- **2017014388 11/29/2017 2317**
 - MEDICAL DELTA; 32321 MIDDLE RIDGE RD. TRAILER, ALBION
 - Ted Williams
 - Marshall Brown (8130)
 - Leslie Hrbacek (8130)
 - David Jones
 - On Scene: 2344
 - Available: 0006
- **2017014444 12/1/2017 1148**
 - MEDICAL DELTA; 43300 LITTLE RIVER AIRPORT RD, #104, LR
 - Steve Crowningshield (8132)
 - Arrow Pierce (8132)
 - Leslie Hrbacek
 - Andrea Pennebaker
 - Ted Williams

- Citlali Calvillo (8130)
- Michael Rees (canc)
- Kevin Spring (canc)
- David Jones (canc)
- On Scene: 1205
- Available: 1226
- **Maintenance**
 - **Station 811**
 - station cleaned, organized
 - needs shelving and additional cabinets, to be ordered
 - **Station 812**
 - station cleaned, organized
 - **8180**
 - minor repairs performed by Fort Bragg Diesel
 - **8191**
 - new tender inspected by Fort Bragg Diesel
 - coolant leak fixed
 - **8181**
 - new type 1 engine arrived, pending Fort Bragg Diesel inspection
 - tire off rim addressed by mobile tire service
 - onsite training by dealer performed, captured by videographer
 - **8171**
 - hose reel electric motor removed for rebuild, electrical fixed
 - **8192**
 - out of service, moved to Dan Gates yard for stainless tank removal
 - **8132**
 - tire wear found, scheduled for replacement
 - **8162**
 - tires inspected, front set on order
 - still pending Fort Bragg Diesel inspection post Redwood complex fire



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, November 20, 2017, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:** Meeting called to order at 7:02 pm by President Issel. Directors Taeger and Acker present. Also present: Chief Williams, five firefighters, and two members of the public.
2. **Motion by Secretary Alan Taeger to adopt agenda:** Agenda adopted by unanimous vote of the board.
3. **Public communication to the board:** A request was made by a member of the public that a public comments section be added to the agenda at the end of the meeting.
4. **Chief's report:** (See written report in packet.) President Issel requested assurance from Chief Williams that all new apparatus is being stored in under dry, secure conditions. Chief Williams replied that they are.
5. **Consent calendar:** Approved by unanimous consent of the board.
 - a. **Approval of September 20, 2017 regular meeting minutes.**
 - b. **Acceptance of November 20, 2017 correspondence report.**
 - c. **Acceptance of submitted current financial reports.**
6. **Unfinished Business deferred pending seating of new board member(s):**
 - a. **Motion by Director Taeger to amend current district bylaws Section 1100-[Board Meetings], Article 6. [Board Meeting Schedule], item a. to read "Regular meetings to be held on the third Monday of each calendar month at 7:00 pm at Albion School, 30400 Albion Ridge Road, Albion, CA".** Motion carried by unanimous vote of the board at the September 14, 2016 regular meeting. Bylaws change requires confirmation by minimum four votes at a following regular meeting.
 - b. **Second reading of Ordinance 2016-1 proposed by Director Issel (see packet) including revisions.** Proposed ordinance would supersede Bylaws Section 1150 – Document Preparation/Postal Charges.
 - c. **Draft resolution regarding fee waivers:** To accompany ordinance above per item 3.
7. **Items for discussion and possible action:**
 - a. **Motion by Director Taeger to approve the current Administrative Draft of LAFCo "Albion Little River Fire Protection District Sphere of Influence Update" as amended.** (See packet.) Motion approved by unanimous vote of the board.
8. **Committee Reports:**
 - a. **Ad hoc committees:**
 - i. **Dormant committees:**
 1. **Friends of ALRFPD**
 - ii. **Active committees:** (See packet.)
 1. **Long Term Budget Plan - Issel, Taeger**
 2. **Facilities and Apparatus –Issel, Taeger**
 3. **Mendocino Association of Fire Districts – Taeger**
 4. **Strategic planning – Issel, Taeger**
 5. **Litigation – Issel, Taeger**
 6. **Operations – Issel**
 7. **Public Relations– Issel, Taeger**
9. **Directors Discussion:**
 - a. Director Issel asked about availability of Ethics and Brown Act training for new board members. Director Taeger responded that this course will be available for board members on line from California Special Districts Association after we pay our annual dues this month.
 - b. Chief Williams asked whether the district could take advantage of incentives offered by Golden State Risk Management Association (our insurance consortium) and, for example, enroll in their "Risk Management Accreditation Program" to work toward rate reductions. Director Taeger responded that he approves of the concept but doesn't see currently available manpower to perform the necessary research, paperwork, and file maintenance required to achieve and maintain eligibility. Taeger then commented that this was a task that could be one of many performed by a potential future district office assistant.

- c. Chief Williams reported that experience with dispatch of USFS loaner Type III engines shows that they have limited usefulness in our fleet. He said he may ask the board to give future consideration to returning one of the two apparatus to the Forest Service.
- d. Chief Williams reported that it has been announced that the district and ALRFPD firefighters who responded to the Redwood Complex fires will be compensated by the state at the OES rate rather than CalFire's Assistance by Hire contract rate.

10. Adjournment: Meeting adjourned at 7:36 pm.

DRAFT



**BOARD OF DIRECTORS REGULAR MEETING
MONDAY, DECEMBER 18, 2017
CORRESPONDENCE REPORT**

- November 29, 2017 -Received letter by USPS from MC Executive Office with notice of possible action regarding request by Ukiah Valley Fire District to consolidate its district elections with the November statewide general election in even-numbered years.
- December 4, 2017 -Received letter by USPS from CalTrans with invitation to participate in a truck survey.
-Received letter by USPS from Mendocino Department of Planning and Building Services with response request for CDP_2003-0079 application.
- December 11, 2017 -Received letter by USPS from MC Executive Office with notice of possible action regarding request by Redwood Valley County Water District to consolidate its district elections with the November statewide general election in even-numbered years.
- December 14, 2017 -Received package by USPS from California Special Districts Association (CSDA) with a copy of CSDA's "Special District Board Member/Trustee Handbook" and information about CSDA's Special District Leadership Academy Conference April 15-17, 2018.

4:06 PM

12/06/17

Accrual Basis

010
Albion Little River Fire Protection District
Balance Sheet
As of November 30, 2017

	Nov 30, 17
ASSETS	
Current Assets	
Checking/Savings	
Building Fund - Checking	10,601.57
County Held Funds	211,676.43
District Checking	41,906.08
Fire Department - Donations	407,545.38
Total Checking/Savings	671,729.46
Total Current Assets	671,729.46
Fixed Assets	
Accumulated Depreciation	-611,890.00
Building & Improvements	322,400.00
Construction-in-Progress	81,152.00
Firefighting Equipment	503,254.00
Land	125,683.00
Total Fixed Assets	420,599.00
TOTAL ASSETS	1,092,328.46
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Bank of the West Credit Card	86.66
Total Credit Cards	86.66
Total Current Liabilities	86.66
Total Liabilities	86.66
Equity	
30000 · Opening Balance Equity	588,887.94
32000 · Retained Earnings	472,842.00
Net Income	30,511.86
Total Equity	1,092,241.80
TOTAL LIABILITIES & EQUITY	1,092,328.46

Albion Little River Fire Protection District
Revenue & Expense Detail
 July through November 2017

11:24 AM

12/06/17

Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Income									
82-7700 · OTHER									
Deposit	07/13/2017		Surprise Valley Ranc...	sale of surplus ...	District		District Checking	750.00	750.00
Total 82-7700 · OTHER								750.00	750.00
Total Income								750.00	750.00
Gross Profit								750.00	750.00
Expense									
86-1014 · MISC EMPLOYEE BENEFITS									
Deposit	09/13/2017		MICHAEL ISSEL	Deposit	District		District Checking	-10.00	-10.00
Deposit	09/13/2017		MICHAEL ISSEL	Deposit	District		District Checking	-45.00	-55.00
Check	10/02/2017	4069	AIR MED CARE NET...		District		District Checking	715.00	660.00
Total 86-1014 · MISC EMPLOYEE BENEFITS								660.00	660.00
86-1035 · WORKERS COMPENSATION IN									
Check	07/01/2017	10117	Golden State Risk Ma...	7/1/15-7/1/16 ...	District		District Checking	7,314.00	7,314.00
Total 86-1035 · WORKERS COMPENSATION IN								7,314.00	7,314.00
86-2050 · CLOTHING & PERSONAL ITE									
Turnouts									
Check	07/24/2017	10120	L.N Curtis & Sons	inv 107125	District:ST		District Checking	2,027.24	2,027.24
Check	07/24/2017	10120	L.N Curtis & Sons	inv 108631	District:ST		District Checking	3,945.97	5,973.21
Check	08/08/2017	10135	L.N Curtis & Sons	inv 112440	District:ST		District Checking	345.41	6,318.62
Check	08/08/2017	10135	L.N Curtis & Sons	inv 114017	District:ST		District Checking	391.57	6,710.19
Total Turnouts								6,710.19	6,710.19
86-2050 · CLOTHING & PERSONAL ITE - Other									
Check	08/08/2017	10135	L.N Curtis & Sons	inv 116387	District:ST		District Checking	3,548.76	3,548.76
Bill	09/08/2017	126062	L.N Curtis & Sons		District		20000 · Accoun...	364.26	3,913.02
Total 86-2050 · CLOTHING & PERSONAL ITE - Other								3,913.02	3,913.02
Total 86-2050 · CLOTHING & PERSONAL ITE								10,623.21	10,623.21
86-2060 · COMMUNICATIONS									
web design									
Check	07/19/2017	4377	Austin Williams		District		District Checking	400.00	400.00
Check	09/25/2017	ACH	Digital Deployment	Member 75	District		District Checking	75.00	475.00
Check	10/25/2017	ACH	Digital Deployment	Member 75	District		District Checking	75.00	550.00
Check	11/25/2017	ACH	Digital Deployment	Member 75	District		District Checking	75.00	625.00
Total web design								625.00	625.00
INTERNET SERVICE									
Comcast									
Check	07/15/2017		Comcast/Xfinity	815530057012...	District		District Checking	85.19	85.19
Check	08/17/2017	ACH	Comcast/Xfinity	815530057012...	District		District Checking	85.19	170.38
Check	09/18/2017	ACH	Comcast/Xfinity	815530057012...	District		District Checking	85.19	255.57
Check	10/15/2017	ACH	Comcast/Xfinity	815530057012...	District		District Checking	85.19	340.76
Check	11/15/2017	ACH	Comcast/Xfinity	815530057012...	District		District Checking	85.19	425.95
Total Comcast								425.95	425.95
Total INTERNET SERVICE								425.95	425.95
TELEPHONE									
ATT									
Check	07/28/2017	ACH	AT&T		District		District Checking	295.36	295.36
Check	08/28/2017	ACH	AT&T	960755417355...	District		District Checking	301.25	596.61
Check	10/26/2017	ACH	AT&T	960755417355...	District		District Checking	346.18	942.79
Total ATT								942.79	942.79
ECG									
Check	07/10/2017	ACH	ECG Enhanced Com...	2319611	District		District Checking	15.48	15.48
Check	08/10/2017	ACH	ECG Enhanced Com...	26978621	District		District Checking	15.57	31.05
Total ECG								31.05	31.05
Total TELEPHONE								973.84	973.84
86-2060 · COMMUNICATIONS - Other									
Credit Card Charge	07/01/2017		Register.com	Website	District		Bank of the We...	49.00	49.00
Credit Card Charge	07/02/2017		SLACK		District		Bank of the We...	79.46	128.46
Credit Card Charge	07/15/2017		Streamline		District		Bank of the We...	75.00	203.46
Credit Card Charge	08/02/2017		SLACK		District		Bank of the We...	64.77	268.23
Credit Card Charge	09/02/2017		SLACK		District		Bank of the We...	72.00	340.23
Credit Card Charge	10/02/2017		SLACK		District		Bank of the We...	86.66	426.89
Check	10/12/2017	EFT	ECG Enhanced Com...	2319611	District		District Checking	15.48	442.37
Credit Card Charge	11/02/2017		SLACK		District		Bank of the We...	86.66	529.03
Check	11/12/2017	EFT	ECG Enhanced Com...	2319611	District		District Checking	15.48	544.51
Total 86-2060 · COMMUNICATIONS - Other								544.51	544.51
Total 86-2060 · COMMUNICATIONS								2,569.30	2,569.30
86-2101 · INSURANCE GENERAL									
Check	07/01/2017	10117	Golden State Risk Ma...	7/1/15-7/1/16 ...	District		District Checking	7,372.00	7,372.00

**Albion Little River Fire Protection District
Revenue & Expense Detail
July through November 2017**

11:24 AM

12/06/17

Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Total 86-2101 · INSURANCE GENERAL								7,372.00	7,372.00
86-2120 · MAINTENANCE EQUIPMENT									
Firefighting Equipment									
Check	07/24/2017	10120	L.N Curtis & Sons	inv 109068	District:ST		District Checking	2,596.35	2,596.35
Total Firefighting Equipment								2,596.35	2,596.35
Vehicle Maintenance									
8162									
Check	07/19/2017	4381	Fort Bragg Diesel		District		District Checking	1,170.64	1,170.64
Total 8162								1,170.64	1,170.64
8163									
Check	07/24/2017	10125	RHOADS AUTO PAR...		District:ST		District Checking	530.98	530.98
Total 8163								530.98	530.98
8180									
Check	10/13/2017	10163	Fort Bragg Diesel	Invoice #26388	District		District Checking	752.71	752.71
Total 8180								752.71	752.71
8190									
Check	11/16/2017	10174	Pace Supply	#104200653	District		District Checking	145.04	145.04
Total 8190								145.04	145.04
Total Vehicle Maintenance								2,599.37	2,599.37
86-2120 · MAINTENANCE EQUIPMENT - Other									
Check	08/08/2017	10131	Village Hardware	#113	District		District Checking	52.90	52.90
Check	11/08/2017	10168	Village Hardware	brass utility pull	District		District Checking	15.33	68.23
Total 86-2120 · MAINTENANCE EQUIPMENT - Other								68.23	68.23
Total 86-2120 · MAINTENANCE EQUIPMENT								5,263.95	5,263.95
86-2130 · MAINTENANCE STRUCTURES									
Station 812									
Check	11/08/2017	10169	Waste Management	debris box for ...	District		District Checking	327.12	327.12
Total Station 812								327.12	327.12
86-2130 · MAINTENANCE STRUCTURES - Other									
Check	07/24/2017	10126	Rossi's Building Mate...	irrigation suppl...	District		District Checking	139.51	139.51
Check	08/08/2017	10137	Rossi's Building Mate...	1707-134504	District		District Checking	203.46	342.97
Check	11/08/2017	10168	Village Hardware	padlocks	District		District Checking	42.50	385.47
Total 86-2130 · MAINTENANCE STRUCTURES - Other								385.47	385.47
Total 86-2130 · MAINTENANCE STRUCTURES								712.59	712.59
86-2140 · MEDICAL, LAB SUPPLIES									
Gasses									
Eureka Oxygen									
Check	08/29/2017	10142	Eureka Oxygen Co	692715	District		District Checking	117.80	117.80
Check	08/29/2017	10142	Eureka Oxygen Co	693740	District		District Checking	121.56	239.36
Check	09/27/2017	10150	Eureka Oxygen Co	DM00694781	District		District Checking	121.56	360.92
Check	11/08/2017	10170	Eureka Oxygen Co	Invoice DM006...	District		District Checking	121.56	482.48
Total Eureka Oxygen								482.48	482.48
Total Gasses								482.48	482.48
86-2140 · MEDICAL, LAB SUPPLIES - Other									
Check	10/11/2017	10155	L.N Curtis & Sons	130405	District		District Checking	20.02	20.02
Total 86-2140 · MEDICAL, LAB SUPPLIES - Other								20.02	20.02
Total 86-2140 · MEDICAL, LAB SUPPLIES								502.50	502.50
86-2150 · MEMBERSHIPS									
Check	11/28/2017	10178	California Special Dis...	Dues 2018	District		District Checking	1,078.00	1,078.00
Total 86-2150 · MEMBERSHIPS								1,078.00	1,078.00
86-2170 · DISTRICT OFFICE SUPPLIE									
Printing & Copying Services									
Check	11/08/2017	10166	The Color Mill	digital copying ...	District		District Checking	123.66	123.66
Total Printing & Copying Services								123.66	123.66
late fee									
Check	08/29/2017	10142	Eureka Oxygen Co		District		District Checking	1.77	1.77
Check	10/20/2017	10164	RHOADS AUTO PAR...	Late fee from J...	District:ST		District Checking	7.96	9.73
Total late fee								9.73	9.73
Paper, Ink, Materials									
Check	07/11/2017	ACH	deluxe check charge	Checks Nov St...	District		District Checking	34.19	34.19
Check	07/24/2017	10129	Albion Hardware		District		District Checking	18.34	52.53
Credit Card Charge	07/24/2017		Office Depot		District		Bank of the We...	482.62	535.15
Check	09/12/2017	10145	Office Depot	936998651001	District		District Checking	76.25	611.40

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Albion Little River Fire Protection District

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Revenue & Expense Detail

Accrual Basis

July through November 2017

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Total Paper, Ink, Materials								611.40	611.40
Postage									
Credit Card Charge	07/14/2017		USPS		District		Bank of the We...	2.03	2.03
Credit Card Charge	07/17/2017		USPS		District		Bank of the We...	2.87	4.90
Credit Card Charge	07/21/2017		USPS	roll of stamps	District		Bank of the We...	49.00	53.90
Credit Card Charge	07/25/2017		USPS	roll of stamps	District		Bank of the We...	0.98	54.88
Check	08/08/2017	10132	USPS	PO Box fee	District		District Checking	52.00	106.88
Credit Card Charge	09/27/2017		USPS		District		Bank of the We...	1.19	108.07
Credit Card Charge	10/02/2017		USPS		District		Bank of the We...	2.03	110.10
Credit Card Charge	10/02/2017		USPS		District		Bank of the We...	1.19	111.29
Credit Card Charge	10/13/2017		USPS		District		Bank of the We...	5.29	116.58
Total Postage								116.58	116.58
86-2170 · DISTRICT OFFICE SUPPLIE - Other									
Check	11/08/2017	ACH	Savings Bank Of Men...	safe deposit b...	District		District Checking	60.00	60.00
Total 86-2170 · DISTRICT OFFICE SUPPLIE - Other								60.00	60.00
Total 86-2170 · DISTRICT OFFICE SUPPLIE								921.37	921.37
86-2181 · AUDITING & FISCAL SERVI									
Bookkeeping Services									
Check	07/19/2017	4067	Sara Spring		District		District Checking	1,010.00	1,010.00
Check	09/12/2017	10147	Rachel Miller Bookke...	1090	District		District Checking	310.00	1,320.00
Check	10/11/2017	10160	Rachel Miller Bookke...	SEPT	District		District Checking	470.00	1,790.00
Check	11/16/2017	10176	Rachel Miller Bookke...	OCT	District		District Checking	130.00	1,920.00
Total Bookkeeping Services								1,920.00	1,920.00
86-2181 · AUDITING & FISCAL SERVI - Other									
Credit Card Charge	07/28/2017		Bank of The West	late fee	District		Bank of the We...	34.34	34.34
Total 86-2181 · AUDITING & FISCAL SERVI - Other								34.34	34.34
Total 86-2181 · AUDITING & FISCAL SERVI								1,954.34	1,954.34
86-2187 · EDUCATION & TRAINING									
APPARATUS TRAINING									
Check	11/08/2017	10172	Blake Gardener Phot...	Retainer for ap...	District		District Checking	700.00	700.00
Total APPARATUS TRAINING								700.00	700.00
CPR									
Check	08/08/2017	10133	MENDOCINO FIRE P...		District		District Checking	72.00	72.00
Check	08/08/2017	10134	Tyler Grinberg		District		District Checking	50.00	122.00
Check	08/08/2017	10136	Sally Swan		District		District Checking	50.00	172.00
Total CPR								172.00	172.00
MEALS & FUEL REIMBURSEMENT									
Check	07/01/2017	4066	SERENA RANDOLPH		District:ST		District Checking	184.34	184.34
Total MEALS & FUEL REIMBURSEMENT								184.34	184.34
Total 86-2187 · EDUCATION & TRAINING								1,056.34	1,056.34
86-2189 · PROFESIONAL & SPECIAL SERVICES									
Check	07/19/2017	4375	Atkinson, Andelson, L...		District		District Checking	1,050.30	1,050.30
Check	07/19/2017	4378	Terry N. Gross	JUN 2017 Serv...	District		District Checking	637.17	1,687.47
Check	09/12/2017	10144	Terry N. Gross	JUL 2017 Serv...	District		District Checking	1,115.60	2,803.07
Check	09/28/2017	4068	Atkinson, Andelson, L...		District		District Checking	158.88	2,961.95
Check	10/11/2017	10159	Terry N. Gross	SEP 2017 Ser...	District		District Checking	541.63	3,503.58
Check	11/08/2017	10167	Terry N. Gross	OCT 2017 Ser...	District		District Checking	292.50	3,796.08
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES								3,796.08	3,796.08
86-2231 · ELECTION SUPERVISION & SERVICES									
COUNTY CLERK-ELECTION SERVICES									
Check	09/12/2017	10146	Mendocino County Cl...	not going to el...	District		District Checking	342.50	342.50
Total COUNTY CLERK-ELECTION SERVICES								342.50	342.50
Total 86-2231 · ELECTION SUPERVISION & SERVICES								342.50	342.50
86-2250 · TRANSPORTATION & TRAVEL									
Check	10/11/2017	10158	Redwood Coast Fuels	1072898	District		District Checking	725.51	725.51
Check	11/16/2017	10175	Redwood Coast Fuels	1073589	District		District Checking	547.36	1,272.87
Check	11/28/2017	10177	Redwood Coast Fuels	1073684	District		District Checking	908.36	2,181.23
Total 86-2250 · TRANSPORTATION & TRAVEL								2,181.23	2,181.23
86-2260 · UTILITIES									
Albion Water District									
Check	07/24/2017	10124	Albion Mutual Water ...	invoice 1718-01	District		District Checking	135.00	135.00
Check	10/11/2017	10156	Albion Mutual Water ...	VOID: 1719-01	District	X	District Checking	0.00	135.00
Check	10/25/2017	10165	Albion Mutual Water ...	1719-01	District		District Checking	135.00	270.00
Total Albion Water District								270.00	270.00
PG&E									
Check	07/21/2017	ACH	PG&E	0210095100-9	District		District Checking	184.43	184.43
Check	08/17/2017	ACH	PG&E	0210095100-9	District		District Checking	196.45	380.88
Check	10/17/2017	ACH	PG&E	0210095100-9	District		District Checking	166.40	547.28

Albion Little River Fire Protection District

Revenue & Expense Detail

July through November 2017

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Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Check	11/16/2017	ACH	PG&E	0210095100-9	District		District Checking	160.95	708.23
Total PG&E								708.23	708.23
Suburban Propane									
Check	07/19/2017	4383	Suburban Propane	1426-080341	District		District Checking	278.88	278.88
Total Suburban Propane								278.88	278.88
Thompson Septic Service									
Check	07/19/2017	4380	Thompson's PortaSe...		District		District Checking	206.64	206.64
Check	08/29/2017	10143	Thompson's PortaSe...	4478	District		District Checking	206.64	413.28
Check	09/27/2017	10151	Thompson's PortaSe...	4717	District		District Checking	206.64	619.92
Check	10/11/2017	10157	Thompson's PortaSe...	4887	District		District Checking	206.64	826.56
Check	11/08/2017	10171	Thompson's PortaSe...	Invoice #5077	District		District Checking	206.64	1,033.20
Total Thompson Septic Service								1,033.20	1,033.20
Waste Management									
Check	07/06/2017	ACH	Waste Management	799-0001196-...	District		District Checking	24.82	24.82
Check	08/08/2017	ACH	Waste Management	2665729-2561-5	District		District Checking	26.58	51.40
Check	10/30/2017	ACH	Waste Management	799-0001196-...	District		District Checking	26.58	77.98
Check	11/30/2017	ACH	Waste Management	799-0001196-...	District		District Checking	26.58	104.56
Total Waste Management								104.56	104.56
86-2260 - UTILITIES - Other									
Check	09/15/2017	ACH	PG&E	0210095100-9	District		District Checking	158.30	158.30
Total 86-2260 - UTILITIES - Other								158.30	158.30
Total 86-2260 - UTILITIES								2,553.17	2,553.17
86-3113 - PAYMENTS TO GOVT AGENCIES									
LAFCO-DUES									
Check	07/19/2017	4379	Mendocino County A...	FY 2017/2018 ...	District		District Checking	60.00	60.00
Check	07/24/2017	10128	LAFCO	Invoice #828	District		District Checking	297.04	357.04
Total LAFCO-DUES								357.04	357.04
Total 86-3113 - PAYMENTS TO GOVT AGENCIES								357.04	357.04
86-4370 - EQUIPMENT (PURCHASE)									
Tender & Engine									
Principal TE									
Check	07/27/2017	10130	Santa Cruz County B...		District		District Checking	5,534.48	5,534.48
Check	10/11/2017	10154	Santa Cruz County B...		District		District Checking	5,680.82	11,215.30
Total Principal TE								11,215.30	11,215.30
Interest TE									
Check	07/24/2017	10121	Santa Cruz County B...	900482080	District	X	District Checking	0.00	0.00
Check	07/27/2017	10130	Santa Cruz County B...	900482080	District		District Checking	6,965.52	6,965.52
Check	10/11/2017	10154	Santa Cruz County B...		District		District Checking	6,819.18	13,784.70
Total Interest TE								13,784.70	13,784.70
Tender & Engine - Other									
Check	07/24/2017	10121	Santa Cruz County B...	VOID: GJE, R...	District	X	District Checking	0.00	0.00
Check	10/13/2017	10162	Pierce Manufacturing,...	5085726 Invo...	District		District Checking	5,603.80	5,603.80
Total Tender & Engine - Other								5,603.80	5,603.80
Total Tender & Engine								30,603.80	30,603.80
Rescue 8130									
Principal R8130									
Check	08/22/2017	995001	Santa Cruz County B...		District		Building Fund - ...	4,531.69	4,531.69
Check	10/11/2017	10153	Santa Cruz County B...		District		District Checking	4,562.42	9,094.11
Total Principal R8130								9,094.11	9,094.11
Interest R8130									
Check	08/22/2017	995001	Santa Cruz County B...		District		Building Fund - ...	2,518.49	2,518.49
Check	10/11/2017	10153	Santa Cruz County B...		District		District Checking	2,487.76	5,006.25
Total Interest R8130								5,006.25	5,006.25
Total Rescue 8130								14,100.36	14,100.36
Firefighting Equipment									
SCBA									
Check	08/08/2017	10135	L.N Curtis & Sons	Inv 111477	District		District Checking	33,049.08	33,049.08
Total SCBA								33,049.08	33,049.08
HOSE									
Bill	07/01/2017	105765	L.N Curtis & Sons		District		20000 - Accoun...	254.29	254.29
Bill	07/01/2017	108588	L.N Curtis & Sons		District		20000 - Accoun...	2,943.73	3,198.02
Total HOSE								3,198.02	3,198.02
NOZZLES									
Bill	08/08/2017	118973	L.N Curtis & Sons		District		20000 - Accoun...	920.19	920.19

Albion Little River Fire Protection District

Revenue & Expense Detail

July through November 2017

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Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Total NOZZLES								920.19	920.19
Firefighting Equipment - Other									
Check	07/24/2017	10127	The Color Mill	Run book	District:ST		District Checking	1,114.53	1,114.53
Check	08/29/2017	10141	Golden State Emerge...	WI001194	District		District Checking	2,422.69	3,537.22
Bill	09/15/2017	127404	L.N Curtis & Sons		District		20000 · Accoun...	3,284.76	6,821.98
Total Firefighting Equipment - Other								6,821.98	6,821.98
Total Firefighting Equipment								43,989.27	43,989.27
Medical Equipment									
Credit Card Charge	09/22/2017		AMAZON MKTPLAC...	foldable alumin...	District		Bank of the We...	257.39	257.39
Credit Card Charge	09/25/2017		AMAZON MKTPLAC...	traction splint	District		Bank of the We...	619.99	877.38
Total Medical Equipment								877.38	877.38
Radios									
Credit Card Charge	07/26/2017		P&W		District		Bank of the We...	2,099.50	2,099.50
Credit Card Charge	10/26/2017		P & W	paggers	District		Bank of the We...	2,099.50	4,199.00
Total Radios								4,199.00	4,199.00
86-4370 · EQUIPMENT (PURCHASE) - Other									
Bill	07/01/2017	104149	L.N Curtis & Sons		District		20000 · Accoun...	151.28	151.28
Credit Card Charge	07/03/2017		AMAZON MKTPLAC...		District		Bank of the We...	149.82	301.10
Bill	07/10/2017	112725	L.N Curtis & Sons		District		20000 · Accoun...	17.94	319.04
Credit Card Charge	07/26/2017		AMAZON MKTPLAC...		District		Bank of the We...	126.40	445.44
Credit Card Charge	07/26/2017		AMAZON MKTPLAC...		District		Bank of the We...	135.90	581.34
Credit Card Charge	07/27/2017		Cascade Fire Equipm...		District		Bank of the We...	149.25	730.59
Credit Card Charge	07/30/2017		AMAZON MKTPLAC...		District		Bank of the We...	144.56	875.15
Check	08/08/2017	10135	L.N Curtis & Sons	Inv 110970	District		District Checking	561.39	1,436.54
Check	08/08/2017	10135	L.N Curtis & Sons	Inv 113641	District		District Checking	17.62	1,454.16
Total 86-4370 · EQUIPMENT (PURCHASE) - Other								1,454.16	1,454.16
Total 86-4370 · EQUIPMENT (PURCHASE)								95,223.97	95,223.97
Total Expense								144,481.59	144,481.59
Net Income								-143,731.59	-143,731.59

Albion Little River Fire Protection District Revenue & Expense Budget vs. Actual

July through November 2017

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
Income				
82-1110 · CURRENT SECURED TAX	0.00	77,691.00	-77,691.00	0.0%
82-1120 · CURRENT UNSECURED TAX	0.00	2,555.00	-2,555.00	0.0%
82-1130 · SB813 SUPPLEMENTAL TAX	0.00	397.00	-397.00	0.0%
82-1220 · PRIOR UNSECURED TAX	0.00	74.00	-74.00	0.0%
82-1300 · SPECIAL TAX	0.00	191,000.00	-191,000.00	0.0%
82-1600 · TIMBER TAX	0.00	265.00	-265.00	0.0%
82-4100 · INTEREST INCOME	62.12	2,200.00	-2,137.88	2.8%
82-5481 · HOMEOWNER PROPERTY TAX	0.00	731.00	-731.00	0.0%
82-7700 · OTHER	750.00	0.00	750.00	100.0%
Total Income	812.12	274,913.00	-274,100.88	0.3%
Gross Profit	812.12	274,913.00	-274,100.88	0.3%
Expense				
voided checks	0.00			
86-1014 · MISC EMPLOYEE BENEFITS	1,375.00	1,500.00	-125.00	91.7%
86-1035 · WORKERS COMPENSATION IN	7,314.00	7,314.00	0.00	100.0%
86-2050 · CLOTHING & PERSONAL ITE	0.00	0.00	0.00	0.0%
Raingear	6,710.19			
Turnouts	3,913.02	15,000.00	-11,086.98	26.1%
86-2050 · CLOTHING & PERSONAL ITE - Other	10,623.21	15,000.00	-4,376.79	70.8%
Total 86-2050 · CLOTHING & PERSONAL ITE	10,623.21	15,000.00	-4,376.79	70.8%
86-2060 · COMMUNICATIONS	625.00			
web design				
INTERNET SERVICE	425.95	0.00	425.95	100.0%
Comcast	0.00	0.00	0.00	0.0%
INTERNET SERVICE - Other	425.95	0.00	425.95	100.0%
Total INTERNET SERVICE	425.95	0.00	425.95	100.0%
TELEPHONE				
ATT	1,589.01	0.00	1,589.01	100.0%
ECG	31.05	0.00	31.05	100.0%
Total TELEPHONE	1,620.06	0.00	1,620.06	100.0%
86-2060 · COMMUNICATIONS - Other	559.99	5,000.00	-4,440.01	11.2%
Total 86-2060 · COMMUNICATIONS	3,231.00	5,000.00	-1,769.00	64.6%
86-2080 · FOOD	0.00	1,000.00	-1,000.00	0.0%
86-2101 · INSURANCE GENERAL	7,372.00	7,372.00	0.00	100.0%
86-2120 · MAINTENANCE EQUIPMENT				
Firefighting Equipment	2,596.35	0.00	2,596.35	100.0%
Vehicle Maintenance	0.00			
8131	0.00	0.00	0.00	0.0%
8162	1,170.64	0.00	1,170.64	100.0%
8163	530.98	0.00	530.98	100.0%
8171	0.00	0.00	0.00	0.0%
8180	752.71	0.00	752.71	100.0%
8190	827.35	0.00	827.35	100.0%

Albion Little River Fire Protection District
Revenue & Expense Budget vs. Actual

July through November 2017

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
8199 Jet Ski	0.00	0.00	0.00	0.0%
Total Vehicle Maintenance	3,281.68	0.00	3,281.68	100.0%
86-2120 · MAINTENANCE EQUIPMENT - Other	68.23	25,000.00	-24,931.77	0.3%
Total 86-2120 · MAINTENANCE EQUIPMENT	5,946.26	25,000.00	-19,053.74	23.8%
86-2130 · MAINTENANCE STRUCTURES				
Station 810	0.00	0.00	0.00	0.0%
Station 811	0.00	0.00	0.00	0.0%
Station 812	327.12	0.00	327.12	100.0%
Station 813	0.00	0.00	0.00	0.0%
Station 815	0.00	0.00	0.00	0.0%
86-2130 · MAINTENANCE STRUCTURES - Other	385.47	7,000.00	-6,614.53	5.5%
Total 86-2130 · MAINTENANCE STRUCTURES	712.59	7,000.00	-6,287.41	10.2%
86-2140 · MEDICAL, LAB SUPPLIES				
Gasses				
Eureka Oxygen	482.48	0.00	482.48	100.0%
Total Gasses	482.48	0.00	482.48	100.0%
86-2140 · MEDICAL, LAB SUPPLIES - Other	20.02	6,000.00	-5,979.98	0.3%
Total 86-2140 · MEDICAL, LAB SUPPLIES	502.50	6,000.00	-5,497.50	8.4%
86-2150 · MEMBERSHIPS				
CSDA	0.00	0.00	0.00	0.0%
86-2150 · MEMBERSHIPS - Other	1,078.00	1,000.00	78.00	107.8%
Total 86-2150 · MEMBERSHIPS	1,078.00	1,000.00	78.00	107.8%
86-2170 · DISTRICT OFFICE SUPPLIE				
Printing & Copying Services				
late fee	123.66			
Paper, Ink, Materials	11.38			
Postage	679.78			
Software	116.58			
86-2170 · DISTRICT OFFICE SUPPLIE - Other	99.00			
	60.00	1,500.00	-1,440.00	4.0%
Total 86-2170 · DISTRICT OFFICE SUPPLIE	1,090.40	1,500.00	-409.60	72.7%
86-2181 · AUDITING & FISCAL SERVI				
Bi-Annual Independent Audit	0.00	0.00	0.00	0.0%
Bookkeeping Services	1,920.00	0.00	1,920.00	100.0%
86-2181 · AUDITING & FISCAL SERVI - Other	34.34	7,000.00	-6,965.66	0.5%
Total 86-2181 · AUDITING & FISCAL SERVI	1,954.34	7,000.00	-5,045.66	27.9%
86-2185 · MED AND DENTAL				
Firefighter Immunization	0.00	0.00	0.00	0.0%
86-2185 · MED AND DENTAL - Other	0.00	1,500.00	-1,500.00	0.0%
Total 86-2185 · MED AND DENTAL	0.00	1,500.00	-1,500.00	0.0%
86-2187 · EDUCATION & TRAINING				
APPARATUS TRAINING	700.00			

**Albion Little River Fire Protection District
Revenue & Expense Budget vs. Actual**

July through November 2017

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
CPR	172.00			
MEALS & FUEL REIMBURSEMENT	184.34	0.00	184.34	100.0%
86-2187 · EDUCATION & TRAINING - Other	0.00	7,500.00	-7,500.00	0.0%
Total 86-2187 · EDUCATION & TRAINING	1,056.34	7,500.00	-6,443.66	14.1%
86-2189 · PROFESSIONAL & SPECIAL SERVICES				
COUNTY COUNSEL SERVICES	0.00	0.00	0.00	0.0%
86-2189 · PROFESSIONAL & SPECIAL SERVICES - Other	3,796.08	41,000.00	-37,203.92	9.3%
Total 86-2189 · PROFESSIONAL & SPECIAL SERVICES	3,796.08	41,000.00	-37,203.92	9.3%
86-2210 · RENT & LEASES	0.00	50.00	-50.00	0.0%
86-2220 · SMALL TOOLS & SUPPLIES				
BATTERIES	0.00	0.00	0.00	0.0%
MISC. HARDWARE	0.00	0.00	0.00	0.0%
86-2220 · SMALL TOOLS & SUPPLIES - Other	0.00	0.00	0.00	0.0%
Total 86-2220 · SMALL TOOLS & SUPPLIES	0.00	0.00	0.00	0.0%
86-2231 · ELECTION SUPERVISION & SERVICES				
COUNTY CLERK-ELECTION SERVICES	342.50	500.00	-157.50	68.5%
86-2231 · ELECTION SUPERVISION & SERVICES - Oth...	0.00	0.00	0.00	0.0%
Total 86-2231 · ELECTION SUPERVISION & SERVICES	342.50	500.00	-157.50	68.5%
86-2250 · TRANSPORTATION & TRAVEL				
FLEET FUEL	0.00	0.00	0.00	0.0%
Eel River Fuels				
Total FLEET FUEL	0.00	0.00	0.00	0.0%
86-2250 · TRANSPORTATION & TRAVEL - Other	2,181.23	15,000.00	-12,818.77	14.5%
Total 86-2250 · TRANSPORTATION & TRAVEL	2,181.23	15,000.00	-12,818.77	14.5%
86-2260 · UTILITIES				
Albion Water District				
PG&E	270.00	0.00	270.00	100.0%
Suburban Propane	708.23	0.00	708.23	100.0%
Thompson Septic Service	278.88	0.00	278.88	100.0%
Waste Management	1,033.20	0.00	1,033.20	100.0%
86-2260 · UTILITIES - Other	157.72	6,000.00	-5,841.70	2.6%
158.30				
Total 86-2260 · UTILITIES	2,606.33	6,000.00	-3,393.67	43.4%
86-3113 · PAYMENTS TO GOVT AGENCIES				
COUNTY ASSESSOR-TAX ASSESSMENT	0.00	0.00	0.00	0.0%
COUNTY AUDITOR-TAX COLLECTION	0.00	0.00	0.00	0.0%
LAFCO-DUES	357.04	3,500.00	-3,142.96	10.2%
86-3113 · PAYMENTS TO GOVT AGENCIES - Other	0.00	0.00	0.00	0.0%
Total 86-3113 · PAYMENTS TO GOVT AGENCIES	357.04	3,500.00	-3,142.96	10.2%
86-3310 · Interest	0.00	21,000.00	-21,000.00	0.0%
86-3311 · Principal	0.00	17,000.00	-17,000.00	0.0%
86-4360 · BUILDINGS & IMPROVEMENT				

Albion Little River Fire Protection District
Revenue & Expense Budget vs. Actual
July through November 2017

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
STATION 811				
86-4360 · BUILDINGS & IMPROVEMENT - Other	0.00	0.00	0.00	0.0%
Total 86-4360 · BUILDINGS & IMPROVEMENT	0.00	40,000.00	-40,000.00	0.0%
86-4370 · EQUIPMENT (PURCHASE)				
Tender & Engine		40,000.00	-40,000.00	0.0%
Principal TE	11,215.30			
Interest TE	13,784.70			
Tender & Engine - Other	5,603.80			
Total Tender & Engine	30,603.80			
Rescue 8130				
Principal R8130	9,094.11			
Interest R8130	5,006.25			
Total Rescue 8130	14,100.36			
Firefighting Equipment				
SCBA	33,049.08			
HOSE	3,198.02	0.00	3,198.02	100.0%
NOZZLES	920.19			
Firefighting Equipment - Other	6,821.98			
Total Firefighting Equipment	43,989.27	0.00	43,989.27	100.0%
Medical Equipment				
Radios	877.38			
Vehicles				
8162	5,230.03			
CAFS				
Total 8162	0.00	0.00	0.00	0.0%
Total Vehicles	0.00	0.00	0.00	0.0%
86-4370 · EQUIPMENT (PURCHASE) - Other				
Total 86-4370 · EQUIPMENT (PURCHASE)	1,454.16	100,000.00	-98,545.84	1.5%
Total Expense	96,255.00	100,000.00	-3,745.00	96.3%
Net Income	147,793.82	337,736.00	-189,942.18	43.8%
	-146,981.70	-62,823.00	-84,158.70	234.0%

020
Albion Little River Fire Protection District
Donation Revenue & Expenses Detail
July through November 2017

Type	Date	Num	Adj	Name	Class	Clr	Split	Debit	Credit	Balance
Income										
82-4100 · INTEREST INCOME										
Deposit	07/31/2017				FD Donat...		Fire Departme...		7.88	7.88
Deposit	08/31/2017				FD Donat...		Fire Departme...		8.01	15.89
Deposit	09/29/2017				FD Donat...		Fire Departme...		11.78	27.67
Deposit	10/31/2017				FD Donat...		Fire Departme...		15.82	43.49
Deposit	11/30/2017				FD Donat...		Fire Departme...		16.67	60.16
Total 82-4100 · INTEREST INCOME								0.00	60.16	60.16
82-7705 · Donations										
BBQ										
Deposit	09/13/2017			Albion-Little River Fi...	FD Donat...		Fire Departme...		11,219.26	11,219.26
Total BBQ								0.00	11,219.26	11,219.26
Business										
Deposit	07/31/2017			Savings Bank Of Me...	FD Donat...		Fire Departme...	100.00		100.00
Deposit	07/31/2017			MacCallum Properti...	FD Donat...		Fire Departme...	1,500.00		1,600.00
Deposit	10/02/2017			Mendocino Coast H...	FD Donat...		Fire Departme...	1,500.00		3,100.00
Deposit	11/27/2017			LITTLE RIVER INN	FD Donat...		Fire Departme...	910.00		4,010.00
Deposit	11/27/2017			Mendocino Theatre ...	FD Donat...		Fire Departme...	143.00		4,153.00
Total Business								0.00	4,153.00	4,153.00
Individual										
Deposit	07/31/2017			Lavery Murray	FD Donat...		Fire Departme...	400.00		400.00
Deposit	07/31/2017			RECYCLE PROGRAM	FD Donat...		Fire Departme...	63.59		463.59
Deposit	07/31/2017			RECYCLE PROGRAM	FD Donat...		Fire Departme...	23.47		487.06
Deposit	07/31/2017			RECYCLE PROGRAM	FD Donat...		Fire Departme...	59.89		546.95
Deposit	07/31/2017			RECYCLE PROGRAM	FD Donat...		Fire Departme...	43.15		590.10
Deposit	07/31/2017			Mary Rose Kaczoro...	FD Donat...		Fire Departme...	25.00		615.10
Deposit	07/31/2017			John & Salina Gilmore	FD Donat...		Fire Departme...	50.00		665.10
Deposit	07/31/2017			Stephen Drake	FD Donat...		Fire Departme...	100.00		765.10
Deposit	07/31/2017			LITTLE RIVER INN	FD Donat...		Fire Departme...	525.00		1,290.10
Deposit	07/31/2017			Mary G Snodgrass	FD Donat...		Fire Departme...	30.00		1,320.10
Deposit	07/31/2017			RECYCLE PROGRAM	FD Donat...		Fire Departme...	37.40		1,357.50
Deposit	07/31/2017			RECYCLE PROGRAM	FD Donat...		Fire Departme...	39.65		1,397.15
Deposit	07/31/2017			RECYCLE PROGRAM	FD Donat...		Fire Departme...	98.35		1,495.50
Deposit	07/31/2017			JEANNETTE RASKER	FD Donat...		Fire Departme...	35.00		1,530.50
Deposit	07/31/2017			JEANNETTE RASKER	FD Donat...		Fire Departme...	2,810.00		4,340.50
Deposit	08/04/2017			Hal & Sidra Stone	FD Donat...		Fire Departme...	500.00		4,840.50
Deposit	08/08/2017			RECYCLE PROGRAM	FD Donat...		Fire Departme...	59.01		4,899.51
Deposit	08/14/2017			RECYCLE PROGRAM	FD Donat...		Fire Departme...	9.01		4,908.52
Deposit	08/14/2017			RECYCLE PROGRAM	FD Donat...		Fire Departme...	55.90		4,964.42
Deposit	09/12/2017			JEANNETTE RASKER	FD Donat...		Fire Departme...	35.00		4,999.42
Deposit	09/12/2017			Doug Nunn	FD Donat...		Fire Departme...	40.00		5,039.42
Deposit	09/13/2017			Martha Wagner Estate	FD Donat...		Fire Departme...	150,000.00		155,039.42
Deposit	09/27/2017			Rene Roberts	FD Donat...		Fire Departme...	100.00		155,139.42
Deposit	09/29/2017			JEANNETTE RASKER	FD Donat...		Fire Departme...	35.00		155,174.42
Deposit	10/10/2017			Lynda Reed	FD Donat...		Fire Departme...	500.00		155,674.42
Deposit	10/13/2017			Sandra Berrigan	FD Donat...		Fire Departme...	25.00		155,699.42
Deposit	10/20/2017			THE WOODLANDE...	FD Donat...		Fire Departme...	5,000.00		160,699.42
Deposit	10/25/2017			Mitchell Sprague	FD Donat...		Fire Departme...	50.00		160,749.42
Deposit	10/25/2017			Dennis Johnson	FD Donat...		Fire Departme...	200.00		160,949.42
Deposit	10/30/2017			JEANNETTE RASKER	FD Donat...		Fire Departme...	35.00		160,984.42
Deposit	11/05/2017			Albion-Little River Fi...	FD Donat...		Fire Departme...	101.88		161,086.30
Deposit	11/27/2017			Meredythe G and Cl...	FD Donat...		Fire Departme...	1,000.00		162,086.30
Deposit	11/27/2017			JEANNETTE RASKER	FD Donat...		Fire Departme...	35.00		162,121.30
Total Individual								0.00	162,121.30	162,121.30
Total 82-7705 · Donations								0.00	177,493.56	177,493.56
Total Income								0.00	177,553.72	177,553.72
Gross Profit								0.00	177,553.72	177,553.72
Expense										
86-2170 · DISTRICT OFFICE SUPPLIE										
Paper, Ink, Materials										
Check	07/11/2017	ACH		deluxe check charge	FD Donat...		Fire Departme...	34.19		34.19
Total Paper, Ink, Materials								34.19	0.00	34.19
Total 86-2170 · DISTRICT OFFICE SUPPLIE								34.19	0.00	34.19
BBQ										
Credit Card Charge	07/13/2017			Mendocino Beacon	FD Donat...		Bank of the W...	201.20		201.20
Credit Card Credit	08/22/2017			Mendocino Beacon	FD Donat...		Bank of the W...		201.20	0.00
Total BBQ								201.20	201.20	0.00
Total Expense								235.39	201.20	34.19
Net Income								235.39	177,754.92	177,519.53

11:27 AM

12/06/17

Accrual Basis

021
Albion Little River Fire Protection District
Building Fund Register
 As of November 30, 2017

Type	Date	Num	Name	Memo	Split	Amount	Balance
Building Fund - Checking							10,633.80
Check	07/31/2017		deluxe check charge		Paper, Ink, Mat...	-34.19	10,599.61
Deposit	07/31/2017			Interest	82-4100 · INTE...	0.45	10,600.06
Check	08/22/2017	995001	Santa Cruz County B...		-SPLIT-	-7,050.18	3,549.88
Deposit	08/31/2017			Interest	82-4100 · INTE...	0.35	3,550.23
Transfer	09/13/2017			Funds Transfer	Fire Departmen...	7,050.18	10,600.41
Deposit	09/29/2017			Interest	82-4100 · INTE...	0.27	10,600.68
Deposit	10/31/2017			Interest	82-4100 · INTE...	0.45	10,601.13
Deposit	11/30/2017			Interest	82-4100 · INTE...	0.44	10,601.57
Total Building Fund - Checking						-32.23	10,601.57
TOTAL						-32.23	10,601.57



ORDINANCE 2016-1

AN ORDINANCE OF THE ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT REVISING A SCHEDULE OF FEES, INCLUDING THE ADDITION OF NEW FEES

The Board of Directors of the Albion-Little River Fire Protection District (The District) do ordain as follows:

1. AUTHORIZATION AND PURPOSE

This ordinance to revise a schedule of fees including the establishment of new fees is adopted pursuant to Section 13916 of the Health and Safety code which provides that the District may charge a fee to cover the cost of any service which the district provides or the cost of enforcing any regulation for which the fee is charged. This ordinance rescinds any other Fee Schedule Ordinance or Resolution.

2. APPLICABILITY

The schedule of fees set forth by this ordinance indicates fees charged pursuant to Sections 13917 and 13918 of the Health and Safety Code which provides that the District may charge residents of the district a fee which is less than the fee which it charges to nonresidents of the District and provides that the District may charge a fee to other public agencies.

3. WAIVER OF FEES

Pursuant to Health and Safety Code Section 13919, after adopting by resolution policies and procedures governing waivers, the Board of Directors may waive payment of a fee when it determines that payment would not be in the public interest.

4. COST RECOVERY OF SERVICES

A fee in accordance with the following schedules shall be paid to the district at the time of application or upon the receipt of an invoice for services rendered.

- a. **The following field services may be cost recovered at the rate of \$40 per hour for office time and/or site visits** to anyone receiving those services. This rate may be billed for the actual time required (one hour minimum, subsequent time rounded to the nearest half hour) to provide the required: research, written report, and phone consultation. Costs for site visits or inspection will include travel time plus mileage at the current IRS rate for all required or requested:
 - i. Plan Reviews (all types).
 - ii. Subdivision Reviews (minor or major).
 - iii. All work required for commenting on Use Permits or Amendments to Existing Use Permits.
 - iv. Fire Suppression Equipment Inspection (all types).
 - v. Hydrant Tests or Inspections.
 - vi. All work required for installation or removal of Combustible/Flammable Liquid Storage Tanks.
 - vii. All requested inspections for licensing compliance.
 - viii. All required outside professional services at actual cost plus a 10% administrative fee.

- b. **The following rates for Apparatus, Equipment and Personnel Responding to Emergencies** may be charged to persons or entities receiving services from the Albion-Little River Fire Protection District, including non-taxpaying public agencies, *excluding fire agencies with mutual aid agreements*.

Resource Type	Personnel Included	Fee	Per
Engine/Pumper	3	\$175	Hour
Rescue Unit	1	\$150	Hour
Tender	1	\$150	Hour
Utility/Patrol/Command Vehicle	1	\$125	Hour
Vehicle Extrication Equipment		\$150	Incident
Consumable Supplies			*Actual Cost
Hired Equipment			*Actual Cost
Additional Required Personnel		\$50	Each/Hour

*A 10% administration fee will be added to the price of resources billed at actual cost.

c. **Standby Services Rates.**

Rates for apparatus, personnel, and equipment to standby shall be the same as emergency response rates, but with the following exceptions:

- i. **Standby Apparatus Rates:** The cost for apparatus will be the same as Emergency Response Rates, which does not include a charge for personnel costs. When members of the Fire Department are involved in emergency responses, they function as unpaid volunteers. The volunteer commitment does not include providing committed standby duty which often involves extended hours of work. Therefore, separate personnel charges shall apply as described below:
- ii. **Standby Personnel Rates:** All personnel - \$50 per hour each.

Note: The above labor rates are for straight time. Standard overtime rules will apply (time and a half over eight (8) hours a day or 40-hours per week, double time over 12-hours per day.)

Personnel Administrative Charges – a 10% Personnel Administrative Rate will apply to all personnel rates to cover the District's cost to provide the personnel. This consists of the employer's portion of payroll taxes and other administrative costs.

d. **Medical Supplies and Equipment Rates:**

The following fees may be billed for the listed medical supplies and equipment. (Note: Includes cost of disposable equipment.)

Packaging of Patients to Provide for Spinal Protection	\$50
Oxygen Administration	\$30
Ventilation	\$30
Oral or Nasal Airway	\$30
Splinting Materials	\$30
Defibrillation	\$100/Incident
Other Disposable Equipment or supplies	Actual Cost

Note: The cost of providing Scene Management, Traffic Control, Patient Assessments and Medical Evacuation Helicopter coordination, including establishing and securing helicopter landing zones, is included in the billing for apparatus.

e. Administrative Services Rates:

- | | |
|---------------------------------------|--|
| i. Incident Reports | \$5.00 each |
| ii. Copies of Code Excerpts | \$5.00 each up to 5 pages, \$1.00 per each additional page |
| iii. Copies of other Documents | \$5.00 each up to 5 pages, \$1.00 per each additional page |
| iv. Photographs | \$10.00 each |
| v. Postage | Actual Cost |
| vi. Administrative Billing Fee | \$45.00 per Incident |

Any constituent wishing to receive meeting notices, agendas and/or meeting packets by mail may do so by written request per California Government Code Section 54954.1 for a fee not to exceed the cost of providing the service.

f. Third Party Services Rates:

Any third party services required may be billed at the actual cost billed for the services.

g. False Fire Alarm Response Rates:

- i. ALARM COMPANIES** – Alarm companies providing services within the response area of the Albion-Little River Fire Protection District may be billed for responses to third and subsequent false alarms utilizing the Apparatus, Equipment and Personnel fee schedule in Section 4, Paragraph B above, when no apparent valid cause is discovered for the alarm sounding. Examples of “valid cause” include, but are not limited to, activation of the manual pull station, the presence of smoke, or heat from any source. Alarm companies may be billed for all apparatus that respond to the call (if the alarm is canceled prior to any apparatus responding, no fees will be charged). Alarm companies may also be billed for Fire Department response to alarm companies testing equipment and failing to notify dispatch of the test.
- ii. PROPERTY OWNERS AND RESIDENTS** – Property owners or residents residing within the District may be charged for the third and subsequent False Alarm responses to structures under their control if it is determined the alarms were generated by their actions and do not involve “good intent”, i.e., repeatedly triggering a false alarm by creating dust during cleaning and failing to notify the alarm company or repeatedly triggering a false alarm response from the normal operation of heating or cooking equipment. Property owners or residents will be billed at one half the rates established in Section 4, Paragraph B.

h. Out-of-District Responses:

The Albion-Little River Fire Protection District provides services to approximately 150 square miles that are adjacent to the district but not included in it. Property owners and residents within these areas receive services but provide no income to the district. Anyone receiving services in these areas may be charged for the cost of providing the service as defined in Sections A through G.

i. Strike Team Rates:

Strike Team rates will be governed by separate contract.

5. SEVERABILITY

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 portion of this ordinance. The Board

hereby declares that they would have adopted the ordinance and each section despite the fact that any one or more sections, subsections, sentences, phrases or clauses be declared invalid.

6. OTHER INFORMATION

All fees are due and payable within thirty (30) days of being invoiced. After 30 days, a service charge of 1.5% per month will be assessed on the remaining balance. Any fees unpaid after 60 days may be turned over to a collection agency.

7. EFFECTIVE DATE:

This ordinance shall take effect and be in force thirty (30) days after its adoption and prior to the expiration of fifteen (15) days from the passage thereof notice of said Ordinance will be published twice in the local area newspaper of general circulation in the County of Mendocino, State of California.

PASSED AND ADOPTED, by the Board of Directors of the Albion-Little River Fire Protection District, County of Mendocino, State of California, on December 18, 2017, by the following vote:

 AYE **NAY** **ABSTAIN** **ABSENT**

Director Issel

Director Taeger

Director Acker

Director Greenberg

Director Crowningshield

Michael Issel, Director & President
Albion Little River Fire Protection District
Board of Directors

ATTEST:

Dated

Alan Taeger, Director & Secretary
Albion Little River Fire Protection District
Board of Directors



RESOLUTION No. 20171218

REGARDING THE WAIVER OF FEES

WHEREAS the board of directors of Albion Little River Fire Protection District (District) proposes to enact **Ordinance 2016-1** revising a **Schedule of Fees**, including new fees and

WHEREAS the District wishes to be able to waive certain fees when it determines that payment would not be in the public interest and

WHEREAS California Health and Safety Code Section 13919 provides for the adoption of policies and procedures governing waivers by resolution

THEREFORE do we, the Board of Directors of Albion Little River Fire Protection District hereby resolve to adopt the following **Policies and Procedures Governing Waiver of Fees**:

1. It is the policy of the District to provide necessary emergency services to District residents and tax payers at no charge beyond local taxes collected by the District.
2. District residents and tax payers are eligible to receive a waiver of any or all charges in the District Schedule of Fees.
3. The Board of Directors may waive payment of any fee if it determines that payment would not be in the public interest.
4. Waiver of fees may be revoked or denied for cause, including but not limited to criminal negligence, acts of vandalism, repeated false alarms, ...
5. Anyone who receives a bill for services under the District Schedule of Fees may appeal the charges to the District Board of Directors in writing. The Board will consider the appeal at the next regular meeting.

Continued page 2.

PASSED AND ADOPTED BY A VOTE OF THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT AT A REGULAR MEETING IN ALBION CALIFORNIA THIS EIGHTEENTH DAY OF DECEMBER 2017 **AS FOLLOWS:**

AYE NAY ABSTAIN ABSENT

Director Issel

Director Taeger

Director Acker

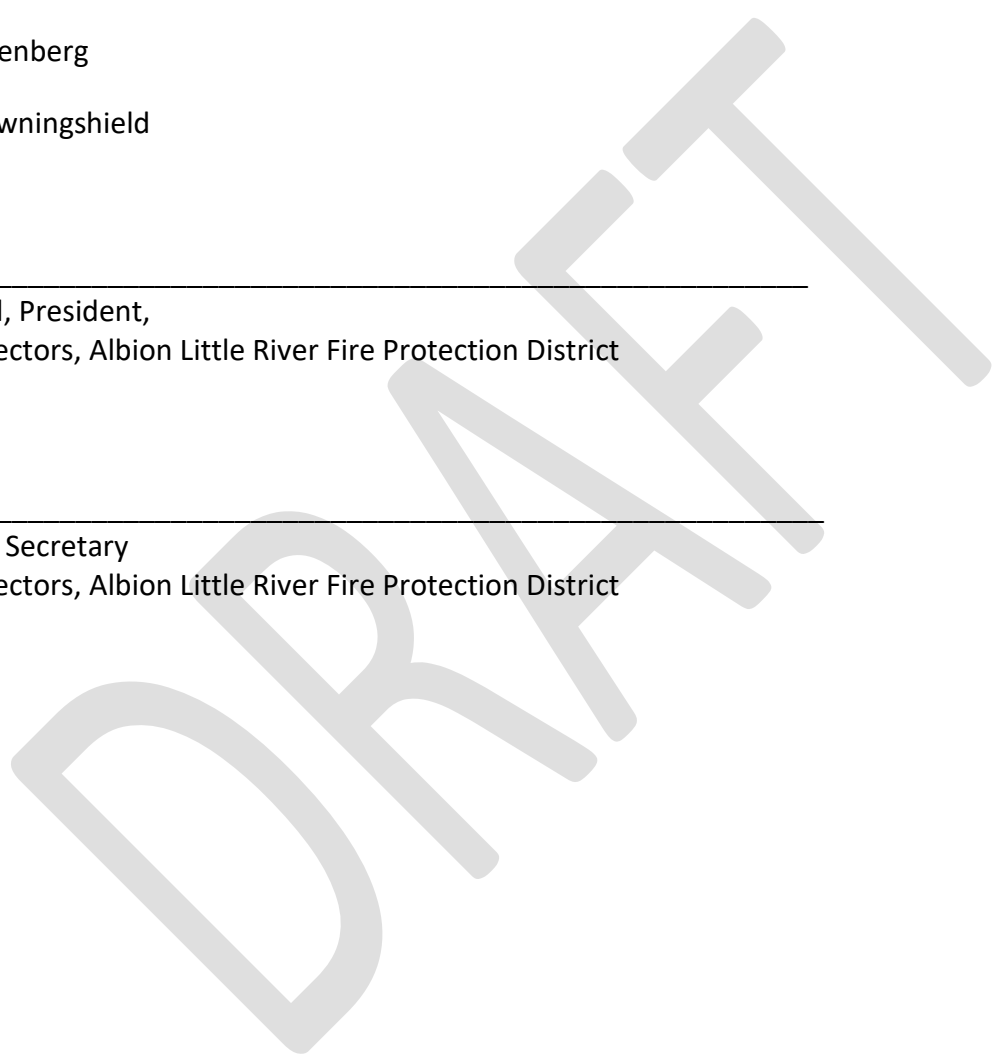
Director Greenberg

Director Crowningshield

Michael Issel, President,
Board of Directors, Albion Little River Fire Protection District

ATTEST:

Alan Taeger, Secretary
Board of Directors, Albion Little River Fire Protection District



**RESOLUTION No. 20171218-2****REGARDING STATION 810 LAND ACQUISITION**

WHEREAS the Albion Little River Fire Protection District is in critical need of a central fire station, and

WHEREAS firefighters respond from all parts of our district, downtown Albion continues to be the central location that allows for the best average response time by volunteers, and

WHEREAS the most practical, shortest road miles, and best average apparatus response time to scene is from a central Albion location, which also facilitates the most favorable mortgage fire insurance ratings, and

WHEREAS our District responds to all perils, it is critically important for cliff and water rescue equipment be positioned for deployment immediate to ocean access, and

WHEREAS in order to conduct firefighter training, the primary station should have ample room to assemble, heat for cold winter days and restrooms for basic comfort. Aside from Station 810, none of our locations have heat, sewer services or adequate meeting facility. The septic system at Station 810 provides the only laundry facility in the district for washing soiled turnouts. Further, Station 810 provides the only hand washing station, a critical element for post incident cleanup, and

WHEREAS the Station 810 West Street location in downtown Albion, has long met above requirements, and to remain functionally compliant as the primary station, the building must now undergo critical upgrades to meet modern safety and accessibility standards that require significant District building improvement investments to accommodate the provision of mission critical public safety services, and

WHEREAS for over sixty years, Anderson Property leaseholder agreements have provided our District with property upon which to construct and maintain this essential, centrally located fire station in downtown Albion, and

WHEREAS the Station 810 building and all property improvements are appurtenant to leaseholder, resulting in the District's longstanding reluctance to invest necessary comprehensive building upgrades to meet modern requirements, thereby constraining provision of improved mission critical public safety services, and

WHEREAS over decades, the District has sought to acquire the Station 810 leasehold property, while also evaluating alternative fire service properties that occasionally became available for purchase. Due to location, lack of utilities, infrastructure, cost, and payment terms, no alternative fell within District budgetary constraints nor did they meet minimum fire service requirements, and

WHEREAS Station 810 property leaseholder, Anderson Property Trust, has announced their intention to place Station 810 property on the market again, and acting upon preliminary discussions with Anderson Property Trust, the District commissioned a commercial MAI property appraisal that establishes a market value that currently falls within District budgetary constraints,

THEREFORE do we, the Board of Directors of Albion Little River Fire Protection District hereby resolve to appoint an agent authorized to tender an offer to purchase Station 810 property at a price established by the Ward Levy MAI appraisal dated November 29, 2017 and approved by the board of directors.

PASSED AND ADOPTED BY A VOTE OF THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT AT A REGULAR MEETING IN ALBION CALIFORNIA THIS EIGHTEENTH DAY OF DECEMBER 2017 **AS FOLLOWS:**

AYE NAY ABSTAIN ABSENT

Director Issel

Director Taeger

Director Acker

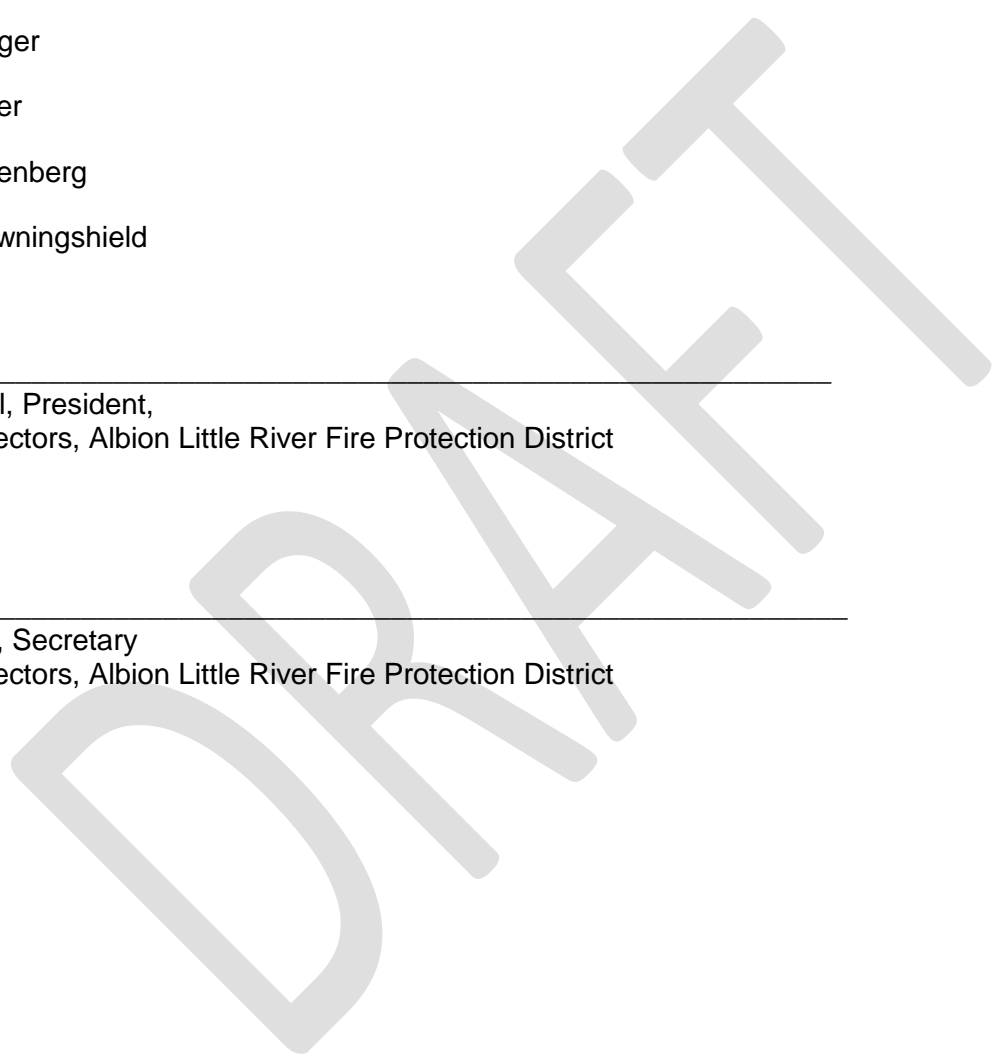
Director Greenberg

Director Crowningshield

Michael Issel, President,
Board of Directors, Albion Little River Fire Protection District

ATTEST:

Alan Taeger, Secretary
Board of Directors, Albion Little River Fire Protection District



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ALRFPD Active Committee Reports
18 December 2017 Regular Business Meeting

Task Descriptions	Chair - Members
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Operations

Issel & Taeger

- No public report at this time of current activities now underway.

Long Term Budget Plan

Issel, Williams & Taeger

- With equipment stocking considerations made for new vehicle deliveries, budgeting draft is nearing completion for our 15 Year Projected budget Plan of identified expenditures, with a view to complement the 2018 Strategic Plan development. After sufficient familiarization and review with recent full board complement, formalization in January is anticipated.
- Vendor response continues characterizing and costing necessary equipment and housing for new tender, pumper and rescue vehicles. Work includes major considerations evaluating 810 land acquisition, 811 & 812 vehicle garages, and mutually exclusive tradeoffs between ISO insurance ratings and practical emergency response capability. Worst case estimates continue consideration for FY 17-18 Budget Planning. After cost identification is made, 5 year planning increments over a 15 year time horizon will be employed to revise baseline expenses before board presentation.

Facilities & Apparatus

Issel, Taeger & Williams

- Station 810: After six decades as Station 810 property leaseholders, Anderson Properties has notified us the property is again now for sale. In response, we have engaged a commercial MAI appraiser and established a supportable market price to guide future negotiations. Because this market price falls within District budgetary constraints, a resolution to acquire Station 810 property at that price will be considered by the board for review and approval at our 18 December, 2017 meeting. Pending approval, a tender offer of sale will be presented by legal counsel to Anderson Properties sales agent.
- Station 811 & 812: Construction design, permit planning, and public bid specification development continues for two each, two bay vehicle garages at the respective locations. Meanwhile, research continues for County Records of Station 811 Septic Status Decision by County Environmental Health continues, with new regulation impositions arising from State level Forest Service authorities. Sacramento, here we come . . . again.
- 8130 Rescue Replacement: Rescue vehicle 8130 final inspection report has been received and approved. Escrow funds have been credited against EJ Metals invoice to release vehicle for delivery to Sacramento in preparation for review and acceptance in late December or January 2018 (See supporting documentation in packet).
- 8162 Pumper: CAFS Module operations review continues to await schedule resolution from Darley Pump agent. A full technical operation and functional review of 8162 CAFS module is planned, followed thereafter by operations firefighter training and ongoing maintenance procedure implementation.
- 8181 Pumper and 8191 Tender: Our new vehicles have been delivered and continue to undergo specification compliance evaluation. A videotape of lectures and hands-on vehicle training has been completed for both Tender 8191 and Pumper 8181. Over time, subsequent editing will be conducted to create topic specific, web-based training resources to become

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available during the service life of these vehicles. Delivery into service is pending completion driver training, panel engineering and installation of radio and equipment.

- 8192 Tender: SS Tank Exchange to 8190 Tender is presently underway in preparation for Surplus Sale.

Mendocino Association of Fire Districts

Taeger

- Report presented elsewhere in Agenda packet

Litigation

Issel & Taeger

- No public report at this time of current litigation activities now underway.

Strategic Planning

Issel & Surles, Williams

- Terry Surles, a participating key stakeholder, continues to assist committee efforts at assembling and reviewing legacy strategic plans, with a view towards integrating our five identified key priorities, into materials for forthcoming workshop action.
- Strategic Planning committee consolidation efforts will be made in January or February. Upon board agreement, HPC Consulting will undertake to complete *Strategic Planning Workshop* involving the Board and Key Stakeholders. Deliverables to include *Shared Vision and Mission Statement* for ALRFPD, *SWOT* analysis, and *Strategic Plan* with clear measure objectives for presentation to full ALRFPD Board of Directors in fulfillment of our MCCF grant obligation.

Policy & Ordinance

Issel & Taeger

- Ordinance 2016-1: False Alarm Ordinance pending reading and approval of full Board.
- Informal Bid Policy 05-12-17: Bid List creation under California Uniform Public Construction Cost Accounting Act awaiting installation of full Board.

Fundraising & Donations

Issel & Greenberg

- Negotiations to transfer Circa Bequest Disposition over to an Auction Service continues.
- Website continues in Beta Test pending finalization for an official launch in December.
- Draft donation policy continues development for a full board consideration in January.
- Fundraising Plan awaits appointment & installation of remaining Board members.

Board Member Search Committee

Issel

- Suspended

Date: December 9, 2017

To: Mike Issel, Director, President, Albion Little River Fire Protection District

From: Jon Bauer, Sales Consultant, Golden State Fire Apparatus, Inc.

Subject: Final Inspection, E.J. Metals Rescue, Job 3847

Mr. Issel,

On December 1, 2017, I performed a final inspection for the completed job 3847 at the E.J. Metals manufacturing facility, 1201 Maple Creek Lane, New London, Wisconsin. My inspection included the conformance of the "as ordered" vehicle specifications and component change order #1 to the "as built" vehicle. I found all component options noted in the contract to be provided on the completed vehicle.

I also tested all electrical components, inspected all chassis components (including fluids and air) and performed a road test of approximately 20 miles. I found all components to be in conformance with their specified functions and noted no issues during the road test.

The following are items/ issues I noted, which the manufacturer has since corrected to my satisfaction and approval:

- Install 110v generator operating instructions label on the center console
- Mount the crew cab EMS compartment medical lock box to the underside of one of the adjustable shelves
 - This mount location will allow you to locate the lock box anywhere within the compartment space
- Raise the crew cab stokes basket platform so it is level with the lower cab pass through opening
 - This will allow for additional leg room for occupants in the forward facing seats when this platform is in the down position
- Extend the length of the wet suit storage rod so it is full depth in the compartment
 - This will allow for additional wet suit storage within the compartment
- Mount a 12v spare circuit bus bar in the EMS compartment, upper rear wall

Based on my inspection and the final resolution to the items/ issues noted above, I deem this vehicle to meet the requirements of the purchase contract and recommend final payment to be made. Once payment is received by the manufacturer, the vehicle can be released and the delivery process can commence to the purchaser's location.

Respectfully Submitted,



Jon Bauer

Attachment: Job 3847 Completed Vehicle Photo File

EJ Metals, Inc
 1201 Maple Creek Lane
 New London, WI 54961



Invoice

Date	Invoice #
12/1/2017	1-8672

Bill To

Ship To
Albion-Little River Fire Department 31004 Albion Ridge Rd Albion, CA 95410

P.O. Number	Terms	Via
	Due at pickup	Dealer Pick Up

Item Code	Description	Quantity	Price Each	Amount
Sales-Firetruck	144" Crew Walk-In Rescue Vehicle, Installed on Chassis per specifications	1	248,912.32	248,912.32T
Sales-Firetruck-ch...	Sales Order Changes #1	1	4,471.27	4,471.27T
Sales-Firetruck-ch...	Credit for deletion of Two-Way Radio install	1	-347.25	-347.25T

Thank you for this opportunity.

Phone #	Fax #	Web Site
9207251040	920-779-9914	www.ejmetals.com

Subtotal	\$253,036.34
Sales Tax (7.375%)	\$18,661.43
Payments/Credits	\$0.00
Balance Due	\$271,697.77

Thank you for your business. Finance charges for late payments at 1.5% per month.

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Meeting Notes

Mendocino County Association of Fire Districts

10:00am Wednesday December 13, 2017 #22

at the CalFire Howard Forest ECC, 17501 N Hwy 101, Willits

MEETING - Introductions and Attendees:

Sally Swan (MFPD), Kathleen McKenna (AVCSD), John Allison (WFPC), Tony Orth (BTCSD), Joe Sutphin (FBFPA), Dave Roderick (HFPD), Linda Talso (RVCFPD), Michael Schaeffer (CCSD), Andres Avila (AVCSD), Kirk Thomsen (UVFA), Chris Wilkes (LLFPD), Alan Taeger (ALRFPD), Lucien Long (ECSD), Will Emerson (Bell Springs VFD), Denise Rose (BTCSD), Ben MacMillan (ECSD)

Unable to attend: Bill Knapp (WFPC)

Guest presenter: (none)

CONTINUING and NEW BUSINESS ITEMS:

1.) After many attempts and false starts, a meeting with Supv John McCowen and members of the MCAFD steering committee finally took place on Tuesday in Boonville. Dave Roderick, Michael Schaeffer, and Andres Avila met with him to explore his concerns/issues with the existing allocation formula and agencies eligible to receive distributions of Prop 172 and other funding. His questioning has effectively halted the distribution the \$398,000 already approved in the 2017-2018 County budget. Initially, McCowen challenged why Whale Gulch would be included in the funding allocation process. He was told Whale Gulch was non-negotiable and did not pursue it further. McCowen then focused on the exclusion of cities and city populations in the existing calculations. Without attempting to recap the details and rationale behind this, the conversation shifted when McCowen proposed a somewhat different course that calls for the County to provide additional funding. His suggestions would eliminate the cumbersome ties to ERAF, dispatch, and ambulance payments.

McCowen's primary goal was to include cities and their populations in funding allocations and he suggested raising the minimum allocation for all agencies and the entire population. With additional dollars from the County, this would permit including city populations in the calculations while ensuring that no agency would see a decrease in funding (most would see an increase). The "new" funding proposed calls for roughly \$87,000 more than our current funding level of \$398,000.

After involved discussions, a plan was jointly developed based upon his proposals. A spreadsheet detailing the proposed allocations was prepared by Michael Schaeffer. This shows an increase in the "basic" allocation from \$7.960 to \$10,000. It also shows changes in population allocations that reduce per capita rates from \$3.72 to \$3.22. This spreadsheet and a narrative letter detailing the recommendations were forwarded to McCowen for inclusion in the BOS Agenda packet which did occur. Representative present in our group meeting supported the final proposal and voted to move forward with it.

The next steps are now to attend and participate in the BOS hearing of this proposal which is slated for Monday 12/18/17 at 1:30pm in the BOS chambers (a good turnout in support is urged). A complete copy of the BOS Agenda and supporting documentation will be forwarded in a separate email.

With the support of MCAFD and now with the inclusion of cities in the final product, it's felt there is a high probability of success. The long term plan calls for future funding distributions to be a fixed proportion of the total Prop 172 funds received by the County. Comments indicated the Sheriff and D.A. are currently receiving 95.5% of these funds.

2.) Also as part of the McCowen meeting process, the failure of the BOS Public Safety Standing committee to meaningfully work with Fire was acknowledged. Additionally, with the departure of Alan Flora, our previous point of contact in the CEO's office vanished ... a new unfamiliar name had been mentioned as a replacement. McCowen agreed to recommend that the Fire ad hoc committee be resurrected to meet/work with our steering committee. This is strongly supported by our group and will be a very positive step. He urged contacting our Supervisors to recommend/support restarting the ad hoc. Many of the details we keep struggling with can be worked out in these meetings. This ad hoc committee format is where the original agreement for Fire funding was cobbled together.

3.) BOS support for an increase in County TOT rates was discussed in a telephone conversation initiated by Supv Dan Gjerde. At first, Gjerde was reluctant because it was another “tax increase” but Ben MacMillan reminded him that the increase would not affect County residents and that the monies could be dedicated to paying for dispatch. Gjerde also seems to feel that including Ukiah and perhaps Willits in a unified CalFire contract would make sense for the future. If the TOT tax increase were to reference it’s use for 911 Emergency Dispatch (not saying its for “Fire”), it might well be approved. The seed was planted (again)

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Gjerde also spoke of including Ukiah City and possibly Willits in the County’s dispatch contract with CalFire. He was considering using Prop 172 funding for this until I reminded him that under the current formula these Prop 172 funds were repayment of ERAF monies withheld from districts outside city limits. This fact fact was acknowledged as a “good point.” (These discussions occurred prior ot any knowledge of McCowen’s allocation proposal.)

4.) With voter approval of the Mental Health measure which provides for sunseting the construction portion of the sales tax after 5 years, it was felt that putting a Fire tax proposal on the ballot at that point could be a good opportunity.

5.) Issues relating to current Mendocino-Lake Complex Fire OES reimbursement payments to agencies that provided engines and personnel were touched upon. Reductions in apparatus payment rates by FEMA just before fires broke out were not well received, but procedurally were built into the structure of the CFAA. Costs associated with operating equipment certainly have not decreased by the same 15%! Some problems with demobilization and non-inclusion of drive time home (therefore, no payment) were noted.

6.) Tuning the definition for “Local Fire Agencies” (important for non-governmental entities) by including MACS designators, current 501(c)(3) status, dispatch by CalFire, and OES registration as a VFC was discussed. Denise Rose mentioned that a legislator is looking for a definition of a “local fire agency” for potential use ... and would likely be interested in ours. A representative will be invited to our next meeting to listen and discuss our definition.

7.) Dave Roderick developed a draft letter to the BOS which underscores the ongoing failure of the County to support and provide funding assistance for first response EMS services provided by our agencies. As detailed in the “Fitch Report”, the County has not followed the recommendations of the consultant they hired to evaluate our County’s EMS system in 2011. The Chief’s Association sent a letter to the BOS is 2013 addressing these same issues. This “Tunzi Letter” went into great detail. This item is being carried over to the next meeting and many present requested copies of the Fitch Report and Tunzi Letter. (These were emailed to the MCAFD group after the meeting.)

The EMS discussion underscored the role Fire Agencies are performing by providing EMS services “for free” support from the County. Concerns/displeasure with the functioning of our contracted CVEMS agency were voiced. Historically, County EMS oversight used to work very closely with Fire, now its felt Fire is only on the receiving end of new directives and is not included in a collaborative process. Other than shared dissatisfaction and grumbling, no specific action plan was suggested.

8.) Denise Rose’s draft cannabis tax allocation/distribution formula was explained ... with a recognition that tax monies from this will not soon flow to Fire. This year, the BOS has indicated that 100% of any revenues will go to enforcement and roads. An important discussion occurred that clarified the distinction between cannabis taxes and cannabis fees. Fees collected go back to support the County departments/agencies dealing directly with permitting, inspections, etc. Taxes collected go into the general fund and are to be allocated per the citizen’s advisory ballot measure. Cannabis taxes on growing, distribution, sales are expected to maybe produce \$300,000 in the first year ... and so far the permitting process is moving slowly with only ~50 of and estimated 700 have been issued so far this fiscal year.

Further discussion of the proposed cannabis tax allocation will occur in the next meeting. These taxes only apply outside city limits, so cities will not be included in this potential revenue stream. Pt Arena has passed cannabis tax regulations, but apparently no other cities have done so.

9.) Newly resurrected enforcement of requirements for fire and safety inspection of building was discussed. Chris Wilkes is quite knowledgeable and noted his agency’s experiences with the State Fire Marshall’s office. Any District with paid personnel (e.g. a Chief) is required to do these inspections. A 2-day class is being held on February 13 & 14 in Ukiah to provide essential information on inspection statutes and regulations. (AVFD is coordinating the training - 707-895-2020.) Districts that do not perform these inspections are opening themselves up to BIG liability issues for failure to follow legal requirements. Insurance might not cover such cases. Fire Chief’s and members of Boards can be personally held liable. Or,

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if they choose to have the SFM's Office do these inspections, Districts, not building owners, will be billed \$213 per hour (current rate) portal to portal from Santa Rosa (or other location, like Eureka).

10.) New EMT certification requirements calling for training on EPI pens, Narcan, glucosometer, CPAP, and aspirin administration were touched upon briefly. Coincident with this, as of January 1st, it appears that all BLS ambulances must carry these these items on board to qualify and be paid as a BLS ambulance ... at least this was communicated by CVEMS in the last EMCC meeting.

11.) Participation in the MCAFD Steering Committee became a focal point after Ben MacMillan indicated a personal need reduce his involvement. MacMillan will continue attending and reporting on Chief's, EMCC, and MCAFD meetings ... and his communications role. However, new blood will be needed to work with the ad hoc committee and in BOS meetings. Tony Orth volunteered to step in where he could.

10.) After adjournment, a very interesting and informative tour of the Howard Forest ECC dispatch center occurred. Very impressive.

FOLLOW-UP ITEMS FOR NEXT MEETING:

1. Funding proposal update
2. Local Fire Agency definition
3. Fitch Report letter
4. Cannabis tax allocation formula

NEXT MEETING:

10:00am Wednesday
February 21, 2018
Anderson Valley CSD

Adjourned: 12:15pm