

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

Wednesday, Dec. 17, 2008, 7:30 pm, at Station 810, 33900 West Street, 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. **Fire Chief's report, including operational needs.**
  - A) **Incident reports.** The Fire Chief is requested to provide written report on the types of calls to which the 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 Department's planning.
  - B) **Fund raising, gifts and 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 Department progress.
  - D) **Fire Department operational needs.** Chief's report on Department needs.
4. **Secretary's report.**
  - A) **Communications to the Board will be presented.**
  - B) **Minutes.** Minutes of the Nov. 17, 2008 regular meeting and Nov. 4, 2008 special meeting and Nov. 22, 2008 special meeting will be approved and/or revised and approved.
5. **Financial report.** Current financial statements for the District will be presented by the District's bookkeeper, and Alan Taeger as President will make any necessary explanations.
6. **Items for consideration and possible action:**
  - A) **Election of Officers**
7. **Land, buildings and equipment.**
  - A) **Vehicle maintenance report**
8. **Committee reports:** Committee reports, if any, will be presented.
  - A) **Property Tax to Board report**
  - B) **Station 811 report.**
  - C) **Vehicle Committee**
9. **Board Directors' reports.** Individual Board members may report on topics including but not limited to insurance, bylaws, a website, and benefits for firefighters. The Board may schedule a session so that the Board may be trained on its responsibilities in relationship to the Department and on financial matters.
10. **Next meeting January 28, 2008 at 7:30pm, Station 810.**
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, at least two days before the meeting date.

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

Wednesday, Dec. 17, 2008, 7:30 pm, at Station 810, 33900 West Street, 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. **Fire Chief's report, including operational needs.**

A) **Incident reports.** The Fire Chief is requested to provide written report on the types of calls to which the 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 Department's planning.

B) **Fund raising, gifts and 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 Department progress.

D) **Fire Department operational needs.** Chief's report on Department needs.

4. **Secretary's report.** *2007-08 INS report - 2 new engine safety check report*

A) **Communications to the Board will be presented.** *Oct 29, 2008 Bus mtg*

B) **Minutes.** Minutes of the Nov. 19, 2008 regular meeting and Nov. 4, 2008 special meeting and Nov. 22, 2008 special meeting will be approved and/or revised and approved.

5. **Financial report.** Current financial statements for the District will be presented by the District's bookkeeper, and Alan Taeger as President will make any necessary explanations.

6. **Items for consideration and possible action:**

A) **Election of Officers** *adj change by laws to meet month*

**Land, buildings and equipment.** *dates of officers*

A) **Vehicle maintenance report** *election of officers*

7. **Committee reports:** Committee reports, if any, will be presented.

A) ~~Property Tax to Board report~~

B) **Station 811 report.**

C) **Vehicle Committee** *Discussion*

9. **Board Directors' reports.** Individual Board members may report on topics including but not limited to insurance, bylaws, a website, and benefits for firefighters. The Board may schedule a session so that the Board may be trained on its responsibilities in relationship to the Department and on financial matters.

10. **Next meeting January 28, 2008 at 7:30pm, Station 810.**

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, at least two days before the meeting date.

*Back reporter  
for 840 14  
Narrow  
3GBA's  
- Non grants  
1/2 mo.  
\$15K*

*2 + 2 call  
Cal. high in  
F. report 58  
to District  
3. Jani  
Tate  
em*

## Alan Taeger

---

**From:** Janie Tate [Janie@SeaAngel.org]  
**Sent:** Wednesday, December 17, 2008 10:13 AM  
**To:** Alan Taeger  
**Cc:** Suzy Kitahara  
**Subject:** Agenda request

There are slash piles near the stage at the BBQ site that need to be moved and burned. Actually there are many all around the site, also fallen and soon to fall trees that need to be burned during the winter burning season.

Some I would consider hazardous.

Please make a motion to ask for a Parlin Fork crew to do that work, perhaps burning in the middle of the drive circle to avoid charcoal and ash leftovers in the picnic area.

Thanks

Janie Tate

**MENDOCINO COUNTY DEPARTMENT OF PLANNING AND BUILDING SERVICES**  
**Building Inspection Permit Fee Worksheet**  
 December 17, 2008

Permit Application No.		Owner	
Site Street Address	32600 Albion Ridge Rd.	Site City	
Description of work	Fire Dept. addition		
Occupancy		Construction Type	
Use		Number of Stories	
Climate Zone		CEC Compliance	
Fire		Total Living Space (School Fees)	

Valuation	Sq Ft	Rate	Total	Permit Fees	
Basement	0	\$0.00	\$0.00	Building Permit	\$2,662.55
1st Floor	7,440	\$84.14	\$626,001.60	Plancheck <input type="checkbox"/> Uniform Fire Code Admin by County	\$1,996.91
2nd Floor (Loft)	0	\$0.00	\$0.00	Extra Plancheck	\$0.00
3rd Floor	0	\$0.00	\$0.00	SMIP <input type="radio"/> Residential <input checked="" type="radio"/> Commercial	\$131.67
Garage	0	\$0.00	\$0.00	Manufactured/Mobile Home	
Deck <input type="checkbox"/> Covered	0	\$8.00	\$0.00	<input checked="" type="radio"/> None <input type="radio"/> Single Wide	\$0.00
Foundation Only/Under MH	0	\$6.50	\$0.00	<input type="radio"/> Double Wide <input type="radio"/> Triple Wide	
	0	\$0.00	\$0.00	MH Square Footage	0
			\$0.00	<b>Subtotal</b>	<b>\$4,791.13</b>
Click Here-Enter Description	0	\$0.00	\$0.00	<b>Utility Fees</b>	
Job Cost (Click here and enter description)			\$0.00	Plumbing Plan Review: \$337.59	\$475.12
Existing Structure Credit	0	\$0.00	\$0.00	Electrical Plan Review: \$337.59	\$475.12
<b>Total Valuation</b>			<b>\$626,001.60</b>	Temporary Electric	\$25.85
<b>Utility Fee Shortcut</b> (Only use if Detail Sheets are <u>not</u> used)			<b>Square Footage</b>	Mechanical Plan Review: \$337.59	\$475.12
<input checked="" type="checkbox"/> Use Single or 2-Family Sq Ft for Plumbing Permit Fee			7,440	<input checked="" type="checkbox"/> Utility Plan Review Required	\$1,012.77
<input type="checkbox"/> Use Multifamily Sq Ft for Plumbing Permit Fee				<b>Subtotal</b>	<b>\$7,255.11</b>
<input checked="" type="checkbox"/> Use Single or 2-Family Sq Ft for Electrical Permit Fee			7,440	Grading Plancheck (cubic yards)	\$0.00
<input type="checkbox"/> Use Multifamily Sq Ft for Electrical Permit Fee				Grading Permit (cubic yards)	\$0.00
<input checked="" type="checkbox"/> Add Temporary Electric				Minimum Permit Fee (\$75.00) Adjustment	\$0.00
<input checked="" type="checkbox"/> Use Single or 2-Family Sq Ft for Mechanical Permit Fee			7,440	Ag Exempt Structure	\$0.00
<input type="checkbox"/> Use Multifamily Sq Ft for Mechanical Permit Fee				Water Reservoir (Pond) Exemption	\$0.00
<input type="checkbox"/> MH Plumbing Fee <input type="checkbox"/> MH Electrical Fee <input type="checkbox"/> MH Temp Electrical				Records Management	\$290.20
<b>COMMENTS</b>	<b>DATE</b>	<b>BY</b>		Investigative Fee for Violation (Select Option)	
		MO		<input checked="" type="radio"/> None	\$0.00
				<input type="radio"/> Investigative Fee X 1	
				<input type="radio"/> Investigative Fee X 2	
				<input type="radio"/> Investigative Fee X 3	
				is property within the Cities of Fort Bragg or Point Arena?	<input type="checkbox"/> No
				General Plan Maintenance Fee	\$1,752.80
				<input checked="" type="checkbox"/> Division of Environmental Health	\$73.00
				Prepaid Plancheck	\$0.00
				<b>GRAND TOTAL</b>	<b>\$9,371.11</b>

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUDGET OVERVIEW WORKSHEET

UPDATED 12/17/2008	2004-2005		2005-2006		2006-2007		2007-2008		2008-2009		PER 12/17/08	
CODE #	DESCRIPTION	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ACTUAL
	REVENUE											
821110	CURRENT SECURED TAX	\$51,134.00	\$51,798.40	\$55,772.00	\$56,893.88	\$61,117.00	\$63,486.74	\$67,469.00	\$68,341.10	\$72,104.00	\$72,104.00	
821120	CURRENT UNSECURED TAX	\$1,850.00	\$1,875.17	\$1,849.00	\$1,985.33	\$1,916.00	\$2,127.35	\$2,053.00	\$2,120.79	\$2,074.00	\$2,074.00	
821130	SB 813 SUPPLEMENTAL TAX	\$1,668.00	\$2,191.04	\$2,189.00	\$2,269.46	\$2,237.00	\$2,985.03	\$2,834.00	\$2,516.55	\$2,288.00	\$2,288.00	\$336.02
821210	PRIOR SECURED PROPERTY TAX	\$0.00	\$57.84	\$10.00	\$3.84	\$0.00	(\$70.95)	\$0.00	\$331.97	\$34.00	\$34.00	
821220	PRIOR UNSECURED PROPERTY TAX	\$75.00	\$114.11	\$110.00	\$110.27	\$103.00	\$129.57	\$106.00	\$32.41	\$75,000.00	\$75,000.00	
821300	SPECIAL TAX (FIRE ASSESSMENTS)	\$70,587.00	\$75,300.00	\$77,032.00	\$77,550.00	\$77,550.00	\$77,710.00	\$75,000.00	\$77,550.00	\$75,000.00	\$75,000.00	
821600	TIMBER YIELD TAX	\$342.00	\$327.68	\$322.00	\$494.49	\$397.00	\$448.29	\$485.00	\$383.82	\$374.00	\$374.00	
821700	HIGHWAY PROPERTY RENTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.39	\$0.00	\$0.00	\$0.00	\$0.00	
824100	INTEREST	\$878.00	\$2,998.76	\$966.00	\$7,084.69	\$3,000.00	\$13,154.55	\$9,000.00	\$13,581.82	\$10,000.00	\$10,000.00	\$2,515.10
825481	HOMEOWNER PROPERTY TAX RELIEF	\$825.00	\$817.42	\$817.00	\$806.26	\$806.00	\$809.12	\$809.00	\$802.76	\$803.00	\$803.00	
825490	STATE OTHER	\$100.00	\$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	\$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	\$0.00	
827700	OTHER	\$0.00	\$12,247.54	\$6,000.00	\$461.00	\$0.00	\$0.00	\$0.00	\$15,394.00	\$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	\$0.00	
	TOTAL REVENUE	\$127,459.00	\$147,727.96	\$145,057.00	\$147,659.22	\$147,126.00	\$160,780.09	\$157,757.00	\$181,065.22	\$162,677.00	\$162,677.00	\$2,851.12
	FUND BALANCE CARRIED FORWARD			\$290,000.00				\$341,617.00	\$347,520.83			
	APPROPRIATIONS											
861035	WORKERS COMPENSATION INSURANCE	\$9,000.00	\$7,972.00	\$9,000.00	\$5,458.00	\$6,000.00	\$6,208.00	\$6,000.00	\$4,960.00	\$6,000.00	\$6,000.00	\$373.00
862050	CLOTHING & PERSONAL ITEMS	\$4,000.00	\$4,237.67	\$4,000.00	\$3,939.97	\$4,000.00	\$5,575.14	\$6,000.00	\$8,722.14	\$6,000.00	\$6,000.00	\$3,043.52
862060	COMMUNICATIONS	\$2,000.00	\$3,539.85	\$2,000.00	\$10,659.45	\$5,000.00	\$5,947.31	\$10,000.00	\$9,157.86	\$10,000.00	\$10,000.00	\$2,217.99
862090	HOUSEHOLD EXPENSE	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
862101	INSURANCE - GENERAL	\$9,000.00	\$13,575.00	\$9,000.00	\$5,880.00	\$6,000.00	\$5,880.00	\$6,000.00	\$5,640.00	\$6,000.00	\$6,000.00	
862120	MAINTENANCE - EQUIPMENT	\$10,000.00	\$10,760.35	\$10,000.00	\$11,293.34	\$26,000.00	\$11,873.16	\$12,000.00	\$14,908.90	\$40,000.00	\$40,000.00	\$6,915.56
862130	MAINTENANCE - STRUCTURES & GROUNDS	\$2,000.00	\$1,442.06	\$6,000.00	\$5,200.92	\$3,000.00	\$9,449.71	\$15,000.00	\$12,062.46	\$5,000.00	\$5,000.00	\$1,164.51
862140	MEDICAL, DENTAL & LAB SUPPLIES	\$3,000.00	\$5,612.73	\$3,000.00	\$4,742.26	\$4,000.00	\$4,550.15	\$6,500.00	\$5,753.38	\$8,000.00	\$8,000.00	\$3,557.02
862150	MEMBERSHIPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$459.67	\$2,500.00	\$2,147.00	\$2,500.00	\$2,500.00	
862160	MISCELLANEOUS EXPENSE	\$0.00	\$0.00	\$0.00	\$165.00	\$0.00	(\$100.00)	\$0.00	\$0.00	\$0.00	\$0.00	
862170	OFFICE EXPENSE	\$200.00	\$141.26	\$200.00	\$192.34	\$200.00	\$398.35	\$600.00	\$479.13	\$3,000.00	\$3,000.00	\$2,841.86
862181	AUDITING & FISCAL SERVICES	\$3,000.00	\$4,413.29	\$5,000.00	\$1,346.20	\$2,000.00	\$4,169.50	\$5,000.00	\$1,625.28	\$5,000.00	\$5,000.00	\$3,963.71
862184	ARCHITECT & ENGINEERING SERVICES (811)	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	
862185	MEDICAL, DENTAL SERVICES	\$1,000.00	\$476.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	
862187	EDUCATION & TRAINING	\$10,000.00	\$1,208.39	\$5,000.00	\$4,505.19	\$10,000.00	\$12,270.50	\$10,000.00	\$7,420.27	\$10,000.00	\$10,000.00	\$7,449.54
862189	PROFESSIONAL & SPECIAL SERVICES - OTHER	\$0.00	\$1,506.00	\$0.00	\$1,555.80	\$500.00	\$1,554.20	\$1,500.00	\$1,551.00	\$1,500.00	\$1,500.00	
862210	RENTS & LEASES BUILDINGS & GROUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.00	\$0.00	\$0.00	\$0.00	\$0.00	
862220	SMALL TOOLS & INSTRUMENTS	\$0.00	\$2,098.37	\$2,000.00	\$2,936.02	\$3,000.00	\$4,294.64	\$3,500.00	\$3,173.66	\$3,500.00	\$3,500.00	\$2,136.05
862231	ELECTION SUPERVISION & SERVICES	\$0.00	\$0.00	\$0.00	\$225.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
862250	TRANSPORTATION & TRAVEL	\$16,000.00	\$14,630.37	\$16,000.00	\$13,120.18	\$16,000.00	\$20,212.59	\$25,000.00	\$17,994.64	\$25,000.00	\$25,000.00	\$4,813.59
862260	UTILITIES	\$4,000.00	\$2,502.83	\$3,000.00	\$2,663.27	\$3,000.00	\$3,340.58	\$3,000.00	\$3,483.86	\$5,000.00	\$5,000.00	\$1,934.97
863113	PAYMENTS TO OTHER GOVT AGENCIES	\$300.00	\$179.89	\$300.00	\$1,588.45	\$1,000.00	\$2,380.19	\$3,000.00	\$285.89	\$3,000.00	\$3,000.00	\$594.49
864350	LAND	\$0.00	\$30,683.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
864360	STRUCTURES & IMPROVEMENTS	\$0.00	\$544.00	\$0.00	\$15,751.77	\$0.00	\$7,502.14	\$10,000.00	\$6,334.16	\$15,000.00	\$15,000.00	\$700.00
864370	EQUIPMENT	\$6,000.00	\$2,091.05	\$5,000.00	\$1,564.61	\$3,000.00	\$27,304.46	\$5,000.00	\$2,818.09	\$145,000.00	\$145,000.00	\$143,934.24
	TOTAL APPROPRIATIONS	\$61,700.00	\$107,604.11	\$90,700.00	\$92,788.46	\$94,900.00	\$133,274.29	\$133,600.00	\$107,917.72	\$300,500.00	\$300,500.00	\$187,935.05
	TOTAL AVAILABLE FOR APPROPRIATIONS							\$447,757.00	\$510,197.83	\$510,197.83	\$510,197.83	
	UNAPPROPRIATED FUNDS							\$314,157.00	\$209,697.83	\$209,697.83	\$209,697.83	

12/16/2008

ALRFPD Actual / Budget Report - Current Year:4  
7/1/2008 through 6/30/2009 Using Budget 2008-2009

Page 1

Category Description	7/1/2008 Actual	- Budget	6/30/2009 Difference
<b>INFLOWS</b>			
82-1110 CURRENT SECURED TAX	0.00	72,104.00	-72,104.00
82-1120-CURRENT UNSECURED TAX	0.00	2,074.00	-2,074.00
82-1130-SB813 SUPPLEMENTAL TAX	0.00	2,288.00	-2,288.00
82-1220-PRIOR UNSECURED TAX	0.00	34.00	-34.00
82-1300-SPECIAL TAX	0.00	75,000.00	-75,000.00
82-1600-TIMBER TAX	0.00	374.00	-374.00
82-4100-INTEREST INCOME	0.00	10,000.00	-10,000.00
82-5481-HOMEOWNER PROPERTY TAX REL...	0.00	803.00	-803.00
<b>TOTAL INFLOWS</b>	<b>0.00</b>	<b>162,677.00</b>	<b>-162,677.00</b>
<b>OUTFLOWS</b>			
86-1035-WORKMAN'S COMP	373.00	6,000.00	5,627.00
86-2050-CLOTHING	3,043.52	6,000.00	2,956.48
86-2060-COMMUNICATIONS	2,217.99	10,000.00	7,782.01
86-2061-COMM-LEASE LINES	0.00	0.00	0.00
86-2101-INSURANCE	0.00	6,000.00	6,000.00
86-2120-MAINTENANCE EQ	6,915.56	40,000.00	33,084.44
86-2130-MAINTENANCE STRUCTURES	1,164.51	5,000.00	3,835.49
86-2140-MED SUPPLIES	3,557.02	8,000.00	4,442.98
86-2150-MEMBERSHIPS	2,575.00	2,500.00	-75.00
86-2170-OFFICE SUP	2,841.86	3,000.00	158.14
86-2181-AUDITS	3,683.71	5,000.00	1,316.29
86-2187-ED AND TRAINING	7,449.54	10,000.00	2,550.46
86-2189-PROF AND SPEC	0.00	1,500.00	1,500.00
86-2220-SM TOOLS	2,136.05	3,500.00	1,363.95
86-2250-TRANSPORTATION	4,813.59	26,000.00	21,186.41
86-2260-UTILITIES	1,934.97	5,000.00	3,065.03
86-3113-PAYMNTS TO GOVT AGENCIES	594.49	3,000.00	2,405.51
86-4360-BUILDINGS AND IMPROVEMENTS	700.00	15,000.00	14,300.00
86-4370-EQUIPMENT	143,934.24	145,000.00	1,065.76
<b>TOTAL OUTFLOWS</b>	<b>187,935.05</b>	<b>300,500.00</b>	<b>112,564.95</b>
<b>OVERALL TOTAL</b>	<b>-187,935.05</b>	<b>-137,823.00</b>	<b>-50,112.05</b>

## Itemized Categories

11/19/2008 through 12/16/2008 (Cash Basis)

12/16/2008

Page 1

Date	Account	Num	Description	Memo	Amount
<b>EXPENSES</b>					<b>-147,525.53</b>
<b>86-2050-CLOTHING</b>					
12/5/2008	County	4015121	...AlbioN LITTLE RIVER ...		-961.66
11/25/2008	District Checki...	2717	Galls Inc.	#510000773...	-649.61
<b>86-2120-MAINTENANCE EQ</b>					<b>-736.09</b>
11/25/2008	District Checki...	2716	VILAGE HARDWARE	#113 Oct	-59.31
12/4/2008	District Checki...	2722	ACME AUTOMOTIVE	#1070	-100.39
12/8/2008	District Checki...	2724	VILAGE HARDWARE	#113 Nov	-82.16
12/16/2008	District Checki...	2726	Fort Bragg Diesel	Invoice #7880	-494.23
<b>86-2140-MED SUPPLIES</b>					<b>-1,534.80</b>
11/21/2008	County	4013631	Emergency Medical Pro...	AFP #6362	-1,534.80
<b>86-2150-MEMBERSHIPS</b>					<b>-490.00</b>
12/2/2008	District Checki...	2720	California Special Distri...	Dues 2009	-490.00
<b>86-2170-OFFICE SUP</b>					<b>-8.40</b>
12/1/2008	District Checki...	2718	S Katsiaryna Gregonis		-8.40
<b>86-2181-AUDITS</b>					<b>-272.50</b>
12/1/2008	District Checki...	2718	S Katsiaryna Gregonis		-272.50
<b>86-2220-SM TOOLS</b>					<b>-322.14</b>
11/25/2008	District Checki...	2715	Battery Zone	#FSI-03808	-87.50
12/4/2008	District Checki...	2721	Rhoades Auto Parts	#1130	-79.78
12/8/2008	District Checki...	2725	Rossi's	#540371 & 55...	-154.86
<b>86-2250-TRANSPORTATION</b>					<b>-102.49</b>
12/5/2008	County	4015121	...AlbioN LITTLE RIVER ...		-70.90
12/1/2008	District Checki...	2718	S Katsiaryna Gregonis		-31.59
<b>86-2260-UTILITIES</b>					<b>-163.21</b>
12/2/2008	District Checki...	2719	Waste Management	0019615-256...	-22.65
12/8/2008	District Checki...	2723	PG&E	0210095100-9	-140.56
<b>86-4370-EQUIPMENT</b>					<b>-142,934.24</b>
12/5/2008	County	4015507	DEPARTMENT OF MO...	2000 Pierce ...	-10,000.22
12/5/2008	County	4015121	...AlbioN LITTLE RIVER ...		-132,934.02
<b>TRANSFERS</b>					<b>0.00</b>
<b>District Checking</b>					
11/21/2008	County Transf...	4013397	County Check	AFP 6364	-1,362.28
<b>County Transfers</b>					<b>1,362.28</b>
11/21/2008	District Checki...	DEP	County Check	AFP 6364	1,362.28
<b>OVERALL TOTAL</b>					<b>-147,525.53</b>

COPY

CONTRACT REGISTRATION NUMBER

1. AGENCY DOCUMENT/INVOICE NUMBER

UI

<p>2. CONTRACTOR (Name and Address)</p> <p><b>Albion-Little River Volunteer Fire Dept.</b></p> <p><b>P.O. Box 101</b></p> <p><b>Albion, Ca 95410</b></p> <p>EIN/SSN:            S/B                            ETH</p>	<p>3. PHONE:</p> <p><b>707-937-0888</b></p>	<p>4. VENDOR CODE NO.</p> <p><b>70997500</b></p>	<p>5. BILLING CODE</p> <p><b>13852</b></p>	<p>PAGE OF PAGE</p> <p><b>1 of 1</b></p>
<p>6. ADMINISTRATIVE UNIT FOR PAYMENT</p> <p><b>CAL FIRE Mendocino Unit</b></p> <p><b>17501 North Hwy 101</b></p> <p><b>Willits, CA 95490</b></p>				
<p>7. <input checked="" type="checkbox"/> CDF-20 or CDF-501 (2/05) CONTRACTOR CERTIFICATION CLAUSES SIGNED</p>				

8. CONTRACTOR agrees to provide the STATE with the following services:  
**Fire Equipment and personnel as per local agreement with the Mendocino Unit.**

UNITS	ITEM DESCRIPTION	RATE	DATE(S)	AMOUNT
264	Type 3 Engine E-8162	\$53.00	6-20-08 to 6-30-08	\$13,992.00
143	Type 1 Engine 8181	\$77.00	"	\$11,011.00
10	Command Vehicle 8100	\$80.00	"	\$800.00
156	Water Tender 3500 Gallon 8191	\$56.00	"	\$8,736.00
135	Water Tender 2000 Gallon 8192	\$53.00	"	\$7,155.00
2953.5	Firefighter Time	\$20.79	"	\$61,403.27
240	Chief Officer Time	\$25.59	"	\$6,141.60
207.5	Type 3 Engine E-8173	\$53.00	"	\$10,997.50
176	Type 3 Engine 8131	\$53.00	"	\$9,328.00

9. WAS CALCARD USED FOR THIS PURCHASE?  YES  NO

NOTE: Contract release for and in consideration of receipt of payment in the amount shown on line 13. Contractor hereby releases the State from any and all claims arising under this agreement except as reserved below (Item 14)

15. REMARKS                    NO DAMAGE/NO CLAIMS                    INIT.

10. Total Amount Due (This Page)	<b>\$129,564.37</b>
11. Sales Tax	
12. Gross Amount Due	<b>\$129,564.37</b>
13. Deductions	
14. Net Amount Due	<b>\$129,564.37</b>

15. INDICATE STATE PURPOSE  
**EQUIPMENT ON GOING FIRE SUPPRESSION & PATROL**

F/Y	INDEX #	OBJECT #	PCA #	AMOUNT #	ORDER #	REQUEST #
07	1100		00900	129,564.37	CAMEU 004608	

17. CONTRACTOR'S SIGNATURE	<i>Derek Wilson</i>	DATE	<b>8-21-08</b>
18. RECEIVING OFFICER'S SIGNATURE	PRINT NAME AND TITLE <b>Rich Boehm FSC ICTY</b>	DATE	<b>8-21-08</b>
19. PURCHASE AUTHORIZED BY (Signature)	TITLE	PHONE	



**SERVICE ORDER**

CDF-93 Page 1 of 2 (Rev. 10/05)

*copy*

CONTRACT REGISTRATION NUMBER \_\_\_\_\_  
 1. AGENCY DOCUMENT/INVOICE NUMBER \_\_\_\_\_  
**UI**

2. CONTRACTOR (Name and Address) **Albion-Little River Volunteer Fire Dept.**  
**P.O. Box 101**  
**Albion, Ca 95410**  
 EIN/SSN:                      S/B                      ETH

3. PHONE: **707-937-0888**

4. VENDOR CODE NO. **70997500**

5. BILLING CODE **013852**

PAGE OF PAGE **1 of 1**

6. ADMINISTRATIVE UNIT FOR PAYMENT  
**CAL FIRE Mendocino Unit**  
**17501 North Hwy 101**  
**Willits, CA 95490**

7.  CDF-20 or CDF-501 (2/05) CONTRACTOR CERTIFICATION CLAUSES SIGNED

8. CONTRACTOR agrees to provide the STATE with the following services:  
**Fire Equipment and personnel as per local agreement with the Mendocino Unit.**

UNITS	ITEM DESCRIPTION	RATE	DATE(S)	AMOUNT
136	Type 3 Engine E-8173	\$53.00	7-1-08 to 7-21-08	\$7,208.00
136	Water Tender 3500 Gallon 8191	\$56.00	"	\$7,616.00
10	Water Tender 2000 Gallon 8192	\$53.00	"	\$530.00
			"	
			"	
700	Firefighter Time	\$20.79	"	\$14,553.00

9. WAS CALCARD USED FOR THIS PURCHASE?  YES  NO

NOTE: Contract release for and in consideration of receipt of payment in the amount shown on line 13. Contractor hereby releases the State from any and all claims arising under this agreement except as reserved below (Item 14)	10. Total Amount Due (This Page)	\$29,907.00
	11. Sales Tax	
	12. Gross Amount Due	\$29,907.00
	13. Deductions	
15. REMARKS NO DAMAGE/NO CLAIMS _____ INIT.	14. Net Amount Due	\$29,907.00

15. INDICATE STATE PURPOSE  
**Equipment on going fire direct control and patrol.**

F/Y	INDEX #	OBJECT #	PCA #	AMOUNT #	ORDER #	REQUEST #
08	1100		00900	29,907.00	CAMEU 004608	

17. CONTRACTOR'S SIGNATURE *[Signature]* DATE **8-21-08**

18. RECEIVING OFFICER'S SIGNATURE *[Signature]* PRINT NAME AND TITLE **Rich Boehm FSC ICTY** DATE **8-21-08**

19. PURCHASE AUTHORIZED BY (Signature) \_\_\_\_\_ TITLE \_\_\_\_\_ PHONE \_\_\_\_\_

# ~~Treasurer~~ Financial Report

Period investment list from <sup>county</sup> treasurers ofc.  
~~Final Audit~~ for 2006-07, 2007-08 Audit  
Final draft

Communications - O. - Nick resignation

- ✓ 1. Notice of special Dist Elections
- ✓ 2. AFCs grant workshop notice
- ✓ 3. Diana Wiedemann email Re: 811 building
- ✓ 4. Pattie DeMatteo email Re: FD events  
listed @ mendocinostudies.com
- ✓ 5. State Controller - GCAP provisions  
Accounting methods
- ✓ 6. Cal Trust Brochure

Derels

# GOLDEN STATE

## RISK MANAGEMENT AUTHORITY

*Innovative programs, personalized service*

November 25, 2008

Albion-Little River Fire Protection District  
Alan Taeger  
PO Box 634  
Albion, CA 95410

Dear Alan:

At its November 19<sup>th</sup> meeting, the GSRMA Board of Directors voted to abolish the OES policy that it had originally enacted in 1994. This will affect many of our fire district members.

### History

Many of our member fire districts participate in the OES' California Fire Assistance Agreement (CFAA) program in which they provide strike team firefighters and equipment and get reimbursed through the OES.

These districts experience increased exposures during these activities and, in fact, GSRMA has paid for losses related to these activities in the past. The OES acknowledges this increased exposure and reimburses the departments for workers' compensation costs based on the workers' compensation rate that each district pays for their coverage (up to a maximum of 10%).

The problem had been that while only a small sub-group of our members participated in the OES program, all members contributed to the increased exposure. As a result, most of the pool membership, though having less exposure, paid the same as members with this additional exposure.

To more fairly allocate risk costs and to help offset this increased exposure, GSRMA instituted a policy in 1994 that members that participate in the OES program should forward a percentage of their strike team earnings to the pool. This amount was basically a pass through of the OES reimbursement for workers' compensation costs. This method seemed the most reasonable and fair to other members of the pool.

Three years ago, GSRMA began the process to implement a payroll-based annual contribution calculation for all members including fire departments.

(Note: For districts with volunteer fire fighters, a standard payroll amount per volunteer was developed based on analysis of historical and industry data. This amount is used in the payroll base for the annual contribution calculation.)

This process is complete as of fiscal year 2008 – 2009. As long as members report their total payroll, including that paid with funds provided through the OES, a member's contribution amount will reflect this additional risk exposure and there is no longer a need to charge the additional amounts for strike activities.

So, the GSRMA Board voted to abolish the policy relating to the surcharge and waive fees for any OES activities that occurred on or after July 1, 2008.

#### Calculation of Workers' Compensation Rate

When completing the annual salary survey that the OES uses to create invoices for payment to local agencies, members are asked to provide their workers' compensation rate. The OES wants the rate stated as a percentage or, in insurance terms, a cost per \$100 of payroll. GSRMA's rates vary from year to year and for 2008 – 2009, the rate fell to 6% for fire districts.


#### Reporting Total Payroll

Lastly, in the future, members should be sure to include their total payroll when responding to our annual request for data – including any payroll paid for OES sponsored activities. This should be the total of the gross payroll amounts that each district reports to the State quarterly using form DE-6.

As always, we appreciate your participation in the GSRMA pool.

Please give us a call if you have any questions.

Sincerely,

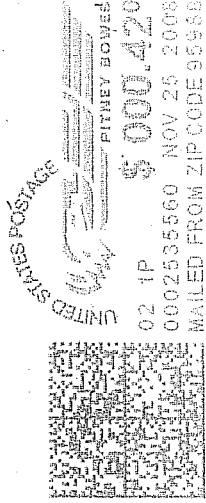


Scott Schimke, Risk Manager

**GOLDEN STATE**  
RISK MANAGEMENT AUTHORITY

*Innovative programs. personalized service*

P.O. Box 706 • Willows, CA 95988



Albion-Little River Fire Protection Dist  
Alan Taeger  
PO Box 634  
Albion, CA 95410



95410 24

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

Wednesday, Nov. 19, 2008, 7:30 pm, at Station 810, 33900 West Street, Albion, CA

1. **Call to order and determination of a quorum.** Called to order at 7:40pm with Directors Rich Riley, Ed Petrykowski, Alan Taeger, Nick Pillsbury, and Dan Sitts along Chief Derek Wilson and Bruce Jenkins and Ted Williams.

2. **Public communication to the Board.** None

3. **Fire Chief's report, including operational needs.**

A) **Incident reports.** Chief reports 7 traffic accidents, 6 medical calls and 2 non structure fires.

B) **Fund raising, gifts and service fees.** Received \$67,000 for involvement in Lightning Complex Fire.

C) **Fire Department report.**

D) **Fire Department operational needs.** Possible need for high pressure SCBAs. Looking into possible Grant for these.

4. **Treasures report.** Alan presented current Budget Overview Worksheet. Invoice presented for recently purchased 8172. Discussion on payment issued.

5. **Secretary's report.**

A) **Communications to the Board will be presented.** None at this time.

B) **Minutes.** Minutes of the Oct 29, 2008 regular meeting and Nov. 4, 2008 special meeting were unanimously approved with corrections. - *postponed for corrections*

6. **Items for consideration and possible action**

A) Blank

B) **Approve fire department nomination for Chief position.** Derek Wilson as the only chief nominations was unanimously approved by the Board.

7. **Land, buildings and equipment.**

A) **Vehicle maintenance report.** 8182 needs to have a cover put on it.

8. **Committee reports:**

A) **Property Tax to Board report** Nothing to report at this time

B) **Station 811 report.** Moving along through Coastal Commission.

C) **Vehicle Committee** Nothing to report at this time

9. **Board Directors' reports.** None at this time

10. **Next meeting** December 17, 2008 at 7:30pm, Station 810.

11. **Adjournment** at 8:30 pm

*crppd 17 Dec 08*

*Nominations*

*towards  
submittal.  
county planning process*

ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS SPECIAL MEETING

~~Minutes~~ *minutes*

Saturday, Nov. 22, 2008, 12:00 pm at Stn 810.

1. **Call to order and determination of a quorum.** Meeting called to order at 12:05pm. Attended by Directors Rich Riley, Alan Taeger, Nick Pillsbury, Ed Petrykowski. Also in attendance were Mike Kitahara and Bruce Jenkins representing the fire department, and Ted Williams.
2. **Board will budget for expenses of DMV sales tax on newly purchased Type 3 vehicle.** Rich made a motion to allocate additional funds over and above previously allocated \$135,000 to pay 7.25% use tax on new engine. Nick made a motion to amend Rich's motion to include allocation of funds to pay for all expenses related to acquisition of the new engine. Motion to amend original motion passed by unanimous vote of the board members present. Amended motion to allocate funds to pay all expenses for acquisition of new engine passed by unanimous vote of the board members present.
3. **Adjournment.** Meeting adjourned 12:40 pm.

DRAFT

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

Wednesday, Dec. 17, 2008, 7:30 pm, at Station 810, 33900 West Street, Albion, CA

1. **Call to order and determination of a quorum.** Called to order at 7:40pm with Directors Rich Riley, Ed Petrykowski, Alan Taeger, Nick Pillsbury, and Dan Sitts along with Chief Derek Wilson and Ted Williams.
2. **Public communication to the Board.** None at this time.
3. **Fire Chief's report, including operational needs.**
  - A) **Incident reports.** Chief reports 4 traffic accidents, 2 medical calls.
  - B) **Fund raising, gifts and service fees.** Derek, on behalf of the fire department, reported that a check has been presented to the district for \$76,583.50 to defray district incurred equipment and support costs of the Lightning Complex Fire. This check comes to the district as part of state funds received from the fire department's billings for services fighting this fire.
  - C) **Fire Department report.** 1 new intern in fire department. 20 current active firefighters in department.
  - D) **Fire Department operational needs.** Because of new OSHA requirements the Department will need to upgrade SCBAs to high pressure types. Possible \$15,000 cost for these SCBAs. Derek will bring copy of OSHA requirements to Board. To be an agenda item for next meeting.  
Chief also reports the need for a communication repeater at station 810. To be an agenda item for next meeting.  
Chief also reports the need to replace failing repeater on Navarro Ridge. To be an agenda item for next meeting.  
Chief also reports the need for a generator for Navarro Ridge. To be an agenda item for next meeting.
4. **Financial report.** Alan presented current Budget Overview Worksheet. Alan explained that our insurance is provided through a "risk management authority" (RMA) which is a California special district (as is the ALRFPD). We are insured by way of a "joint powers agreement" with many other participants in the RMA (all CA special districts) through collective self insurance.
5. **Secretary's report.**
  - A) **Communications to the Board will be presented.** FY 2007-2008 Insurance policy report documents were received from GSRMA and Nick will review them.
  - B) **Minutes.** Minutes from Oct 29, 2008 business meeting. Nov. 19, 2008 business meeting, and November 22, 2008 special meeting were unanimously approved with corrections. Minutes from Nov. 4, 2008 special meeting were previously approved.
6. **Items for consideration and possible action**
  - A) **Election of Officers.** Nothing in District Bylaws about electing officers. No action taken. Agenda item for next meeting – by law change for election of officers.
7. **Land, buildings and equipment.**
  - A) **Vehicle maintenance report.** None at this time.
8. **Committee reports:**
  - A) **Property Tax to Board report** No report. Item to be removed from agenda.
  - B) **Station 811 report.** Ed presented permit fee worksheet showing estimated cost of station 811 construction. Total valuation of 811 – \$626,001.60 and fees at 9,371.11. Funding concerns were raised but no action taken.
  - C) **Vehicle Committee** Rich reports that Fort Bragg Diesel found parts for some of the repairs needed on 8182. Vehicle 8182 should be at FBD for a while.
9. **Board Directors' reports.** Board discussed agenda document layout. Changes to this document will be seen on January 2009 agenda. Board requested agenda item for next month meeting to clarify officers duties in District bylaws.
10. **Next meeting January 28, 2009 at 7:30pm, Station 810.**
11. **Adjournment** at 8:30 pm.

Minutes approved as presented by unanimous vote of the board of directors January 28, 2009.