

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

Wednesday February 28, 2007

7:30 pm

Location: Fire house 810 – 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 agendaized or not. For action items the public may also address the board at the time the item is presented for action.
3. **Treasurer's report.** Presentation of current financial statements for the District.
4. **Secretary's report.** Presentation of communications to the Board
5. **Items for consideration and possible action:**

- A) **New fire house.** A report on progress on the new fire house.
- B) **Long Range Plan update.** The Board will plan to have a special meeting focused on an LRP tutorial and the update of the LRP.
- C) **Web site changes.** An update on the District/Department's web site. *J. in Margaret's Next mtg.*
- D) **Mutual aid salary fee schedule.** Chief Seeler will present a recommendation for a mutual aid salary schedule for the Board's adoption.
- E) **Complaint Procedure.** Procedures for addressing complaints to the Board. *Info for*
- F) **Adoption of a claim form.** A revised claim form will be presented for adoption. *\$5/mo.*
- G) **Self-insurance.** A report on our current self-insurance will be presented.

6. **Land, buildings and equipment.** Chief Seeler will report on changes and problems, if any, with leases, lands, buildings, and equipment.
7. **Fund raising, gifts and service fees.** Chief Seeler will present an update on current Department income.

Fire Chief's report, including operational needs:

- A) **District map.** At the Board's request the Chief will present a map of the A-LRFPD, showing the location and numbers for all fire stations.
- B) **Incident report.** Chief Seeler will present an update on incidents during the month.
- C) **Fire Department report.** Chief Seeler will report other Department progress.
- D) **Fire Department operational needs.** Chief Seeler will report Department needs.
9. **Committee reports.** Committee reports, if any, will be presented.
10. **Board Directors' reports.** Individual Board members will report.
11. **Next meeting date and agenda.**
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 in writing at P.O. Box 634, Albion, CA 95410-0634, at least two days before the meeting date.

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resch*

Laura will provide

talk to Jerry

talk to owner

Retreat 2/17 - how to

beverage look at

legal

Phone system

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Itemized Categories for Monthly Meeting:44

1/20/2007 through 2/28/2007 (Cash Basis)

2/26/2007

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Date	Account	Num	Description	Memo	Amount
EXPENSES					-32,474.03
86-2050-CLOTHING					-253.20
2/10/2007	District Che...	2329	...ALBION LITTLE RIVER FIRE ...		-194.95
2/10/2007	District Che...	2330	...ALBION LITTLE RIVER FIRE ...		-58.25
86-2060-COMMUNICATIONS					-283.70
2/10/2007	District Che...	2321	P & W Paging & Wireless Sevic...#35270		-113.75
2/10/2007	District Che...	2326	AT&T	4 phone lines	-32.60
2/20/2007	District Che...	2335	AT&T	4 phone lines	-104.75
2/20/2007	District Che...	2333	AT&T	0301538359...	-32.60
86-2120-MAINTENANCE EQ					-5,051.50
2/7/2007	County	3884...	Opperman & Sons		-3,929.68
2/10/2007	District Che...	2323	VILLAGE HARDWARE	#113 January	-53.72
2/10/2007	District Che...	2325	Rossi's	#11075	-95.83
2/10/2007	District Che...	2327	SCHAFFER'S CHEVRON	#003	-27.14
2/10/2007	District Che...	2328	Rhoads Auto Parts	#1130	-162.68
2/10/2007	District Che...	2329	...ALBION LITTLE RIVER FIRE ...		-782.45
86-2140-MED SUPPLIES					-437.40
2/10/2007	District Che...	2322	**VOID**Emergency Medical Pr...INV913281		0.00
2/10/2007	District Che...	2331	Emergency Medical Products, I... INV913281		-344.41
2/10/2007	District Che...	2332	Aeris	#10095	-92.99
86-2220-SM TOOLS					-587.85
2/10/2007	District Che...	2330	...ALBION LITTLE RIVER FIRE ...		-145.72
2/20/2007	District Che...	2334	Sunset Printing	#59448	-223.72
2/26/2007	District Che...	2337	Cascade Fire Equipment Co.	#0128313	-218.41
86-2250-TRANSPORTATION					-1,735.95
2/11/2007	County	3885...	WALSH OIL CO.	#1536930 A...	-1,735.95
86-2260-UTILITIES					-154.48
2/10/2007	District Che...	2320	PG&E	#021009510...	-84.82
2/10/2007	District Che...	2324	Empire Waste Management	#0012003-25...	-22.16
2/24/2007	District Che...	2336	SUBURBAN PROPANE	#1426-080341	-47.50
86-3113-PAYMNTS TO GOVT AGENCIES					-1,109.23
86-4370-EQUIPMENT					-22,860.72
OVERALL TOTAL					-32,474.03

ALRFPD Actual / Budget Report - Current Year:4

7/1/2006 through 6/30/2007 Using Budget 2006-2007

2/26/2007

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Category Description	7/1/2006 Actual	- Budget	6/30/2007 Difference
INFLOWS			
82-1110 CURRENT SECURED TAX	34,977.17	61,117.00	-26,139.83
82-1120-CURRENT UNSECURED TAX	1,924.12	1,916.00	8.12
82-1130-SB813 SUPPLEMENTAL TAX	1,155.47	2,237.00	-1,081.53
82-1210-PRIOR SECURED TAX	0.00	0.00	0.00
82-1220-PRIOR UNSECURED TAX	89.58	103.00	-13.42
82-1300-SPECIAL TAX	42,740.50	77,550.00	-34,809.50
82-1600-TIMBER TAX	363.12	397.00	-33.88
82-4100-INTEREST INCOME	5,524.59	3,000.00	2,524.59
82-5481-HOMEOWNER PROPERTY TAX REL...	404.56	806.00	-401.44
82-7700-OTHER	0.00	0.00	0.00
TOTAL INFLOWS	87,179.11	147,126.00	-59,946.89
OUTFLOWS			
86-1035-WORKMAN'S COMP	0.00	6,000.00	6,000.00
86-2050-CLOTHING	2,976.14	4,000.00	1,023.86
86-2060-COMMUNICATIONS	4,906.04	5,000.00	93.96
86-2090-HOUSEHOLD EXP	0.00	200.00	200.00
86-2101-INSURANCE	0.00	6,000.00	6,000.00
86-2120-MAINTENANCE EQ	10,086.60	28,000.00	17,913.40
86-2130-MAINTENANCE STRUCTURES	953.27	3,000.00	2,046.73
86-2140-MED SUPPLIES	3,543.06	4,000.00	456.94
86-2160-MISC	0.00	0.00	0.00
86-2170-OFFICE SUP	173.93	200.00	26.07
86-2181-AUDITS	3,674.50	2,000.00	-1,674.50
86-2187-ED AND TRAINING	5,713.53	10,000.00	4,286.47
86-2189-PROF AND SPEC	0.00	500.00	500.00
86-2220-SM TOOLS	2,647.68	3,000.00	352.32
86-2231-ELECTION SUP	0.00	0.00	0.00
86-2250-TRANSPORTATION	16,834.09	16,000.00	-834.09
86-2260-UTILITIES	1,945.24	3,000.00	1,054.76
86-3113-PAYMNTS TO GOVT AGENCIES	1,109.23	1,000.00	-109.23
86-4360-BUILDINGS AND IMPROVEMENTS	3,462.66	0.00	-3,462.66
86-4370-EQUIPMENT	22,860.72	3,000.00	-19,860.72
TOTAL OUTFLOWS	80,886.69	94,900.00	14,013.31
OVERALL TOTAL	6,292.42	52,226.00	-45,933.58

ALRFPD Year to Date Budget Report - YTD:6'

7/1/2006 through 2/26/2007 Using Budget 2006-2007

2/26/2007

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Category Description	7/1/2006 Actual	- Budget	2/26/2007 Difference
INFLOWS			
82-1110 CURRENT SECURED TAX	34,977.17	40,380.87	-5,403.70
82-1120-CURRENT UNSECURED TAX	1,924.12	1,265.92	658.20
82-1130-SB813 SUPPLEMENTAL TAX	1,155.47	1,478.00	-322.53
82-1210-PRIOR SECURED TAX	0.00	0.00	0.00
82-1220-PRIOR UNSECURED TAX	89.58	68.05	21.53
82-1300-SPECIAL TAX	42,740.50	51,238.39	-8,497.89
82-1600-TIMBER TAX	363.12	262.30	100.82
82-4100-INTEREST INCOME	5,524.59	1,982.14	3,542.45
82-5481-HOMEOWNER PROPERTY TAX REL...	404.56	532.52	-127.96
82-7700-OTHER	0.00	0.00	0.00
TOTAL INFLOWS	87,179.11	97,208.19	-10,029.08
OUTFLOWS			
86-1035-WORKMAN'S COMP	0.00	3,964.29	3,964.29
86-2050-CLOTHING	2,976.14	2,642.85	-333.29
86-2060-COMMUNICATIONS	4,906.04	3,303.56	-1,602.48
86-2090-HOUSEHOLD EXP	0.00	132.13	132.13
86-2101-INSURANCE	0.00	3,964.29	3,964.29
86-2120-MAINTENANCE EQ	10,086.60	18,499.99	8,413.39
86-2130-MAINTENANCE STRUCTURES	953.27	1,982.14	1,028.87
86-2140-MED SUPPLIES	3,543.06	2,642.85	-900.21
86-2160-MISC	0.00	0.00	0.00
86-2170-OFFICE SUP	173.93	132.13	-41.80
86-2181-AUDITS	3,674.50	1,321.42	-2,353.08
86-2187-ED AND TRAINING	5,713.53	6,607.14	893.61
86-2189-PROF AND SPEC	0.00	330.34	330.34
86-2220-SM TOOLS	2,647.68	1,982.14	-665.54
86-2231-ELECTION SUP	0.00	0.00	0.00
86-2250-TRANSPORTATION	16,834.09	10,571.42	-6,262.67
86-2260-UTILITIES	1,945.24	1,982.14	36.90
86-3113-PAYMNTS TO GOVT AGENCIES	1,109.23	660.71	-448.52
86-4360-BUILDINGS AND IMPROVEMENTS	3,462.66	0.00	-3,462.66
86-4370-EQUIPMENT	22,860.72	1,982.14	-20,878.58
TOTAL OUTFLOWS	80,886.69	62,701.68	-18,185.01
OVERALL TOTAL	6,292.42	34,506.51	-28,214.09

Dick with
investigate

US Dept of Commerce
GNSU3 of Courts
2nd Reg.

LWU Meet & Greet
Fri 23 Mar 5-7 P
Levra - need to RSVP?



C O U N T Y O F M E N D O C I N O

TREASURER-TAX COLLECTOR

501 LOW GAP ROAD #1060

UKIAH, CA 95482-4498

PHONE: (707) 463-4321

FAX: (707) 463-4166

February 9, 2007

TO: Investment Portfolio Participants

FROM: Shari Schapmire, Treasurer-Tax Collector

SUBJECT: December 31, 2006 - Investment Report

Attached herewith is a listing of all investments held by the Mendocino County Investment Pool as of December 31, 2006. The investments have been made in accordance with the Investment Policy, which has been approved by the Investment Oversight Committee and accepted by the Board of Supervisors, and are permitted investments according to current California law, except for the GNMA's which were purchased prior to the current Investment Policy and have been grand fathered in to the investment pool.

Due to the nature of a public funds portfolio, it is mandatory that moneys be available to meet the monetary requirements inherent to operating a public entity. Therefore funds are invested in such a manner that money will always be available, without risk of trading loss, to pay normal cash requirements.

In accordance with instructions from the County Grand Jury Auditor, the market value of the investments includes the market value of the investments and prepaid interest which was paid at the time the investments were purchased. The Market value of the investments is provided by Union Bank of California acting in the capacity of "safekeeping agent" for the investments.

If you have any questions regarding this report or the investments reported, please do not hesitate to contact me.

INVESTMENTS OF MENDOCINO COUNTY

DECEMBER 31, 2006

INVESTMENT	COST	PAR VALUE	MARKET VALUE	COUPON RATE	PURCHASE DATE	MATURITY DATE	DAYS TO MATURITY
CERTIFICATES OF DEPOSIT:							
BARCLAY'S BANK	10,000,000	10,000,000	10,000,000	5.32%	12/21/2006	03/21/07	80
UBS CALLABLE	5,000,000	5,000,000	4,996,150	5.40%	12/15/2006	12/14/07	348
LLOYDS TSB BANK	10,000,000	10,000,000	10,000,000	5.31%	10/27/06	10/29/07	302
CREDIT SWISS	5,000,000	5,000,000	5,000,000	5.31%	11/30/06	01/31/07	31
HBOS TREASURY SERVICES	5,000,000	5,000,000	5,000,000	5.30%	10/16/06	01/16/07	16
LOCAL AGENCY INVESTMENT FUND COUNTY FUND	\$ 1,000,000	1,000,000	1,000,000	4.93%	N/A	N/A	1
UNION BANK SWEEP ACCOUNT	\$ 12,972,742	12,972,742	12,972,742	5.16%	N/A	N/A	1
COMMERCIAL PAPER							
OLD COURT FUNDING	\$ 4,970,500	\$ 5,000,000	4,979,300	5.31%	12/21/06	01/30/07	30
COAST ASSET CORP	\$ 9,951,233	\$ 10,000,000	9,960,100	5.32%	12/27/06	01/29/07	29
MORRIGAN TRRFUNDING CORP	\$ 9,936,456	\$ 10,000,000	9,985,200	5.32%	11/30/06	01/12/07	12
MEDIUM TERM NOTES							
SUN LIFE FIN. GLOBAL	\$ 2,015,821	2,000,000	2,004,380	5.32%	08/15/05	07/06/10	1283
LIBERTY LIGHT	\$ 3,000,774	3,000,000	2,995,500	5.43%	12/27/06	11/16/09	1051
BANK OF AMERICA CORP	\$ 5,039,301	5,000,000	5,022,850	5.54%	02/28/06	02/01/09	763
JEFFERSON PILOT LIFE FUNDING	\$ 5,009,340	5,000,000	4,998,000	4.48%	12/19/05	06/02/08	519
WHITE PINE FINANCE	\$ 6,020,273	6,000,000	6,001,620	5.13%	02/17/06	04/20/07	110
ASIF GLOBAL FINANCE	\$ 3,004,102	3,000,000	3,000,360	5.31%	04/05/05	02/23/07	54
MORGAN STANLEY	\$ 5,007,485	5,000,000	5,007,900	5.49%	12/27/06	01/30/07	30
HARRIER FINANCE FUNDING	\$ 5,014,662	5,000,000	4,999,000	5.70%	01/13/06	01/12/07	12
TREASURIES							
AGENCIES							
FHLB CAPPED FLOATING NOTE	\$ 4,997,500	5,000,000	4,985,200	3.82%	03/09/04	01/23/09	754
GNMA 16404	1,692	1,692	58	7.50%	03/25/87	03/15/07	74
GNMA 204128	7,492	7,492	7,907	9.00%	07/23/87	06/15/17	3819
GNMA 205968	16,437	16,583	17,622	9.00%	07/23/87	06/15/17	3819
GNMA 58147	5,614	5,903	5,295	9.00%	05/27/88	04/15/10	1201
GNMA 27805	1,293	1,324	1,209	9.00%	05/27/88	01/15/09	746
TOTAL INVESTMENTS	112,972,715	113,005,736	112,940,392				

**ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT
MEETING MINUTES**

BOARD OF DIRECTORS BUSINESS MEETING

Wednesday, 28 February 2007, 7:30pm

Location: Fire House 810, Albion, California

- ← Feb 9
1. **Call to order and determination of a quorum:** at 7:32; attending were Taeger, Ahrens, Vogelgesang, Latkin, Chief Seeler, and Caroline Latkin.
 2. **Public communication to the Board:** none
 3. **Treasurer's Report:** the report was handed out. A 2006 General Ledger Summary is still needed.
 4. **Secretary's Report:** none
 5. **Items for consideration and possible action:**
 - A) **New Fire House:** the hydrological inspection still has to be finished, added to the site plan, and a drainage plan made. This will be resubmitted to the County.
 - B) **Long Range Plan update:** a special meeting to be held on 29 March will be posted.
 - C) **Website changes:** a change of hosts was discussed. Jim Marquardt is expected to attend the next regular meeting.
 - D) **Mutual Aid salary fee schedule:** reagendaize for next month.
 - E) **Complaint Procedure:** Vogelgesang studying this procedure in the bylaws with a view to recommending updates.
 - F) **Adoption of a claim form:** reagendaize for next month.
 - G) **Self-insurance:** reagendaize for next month.
 6. **Land, buildings and equipment:**
 - A) **Power to 815:** power needed, approximately \$3,000.00
 - B) **Power to 813:** power needed, extension will be adequate.
 - C) **New tactical radios:** in service, old radios will be sold.
 - D) **Roof of 810:** roof needs replacing, approximately \$8,000.00.
 - E) **Telephone system:** Change to AT&T voicemail contemplated.
 - F) **Vehicle inspections:** discussion of bi-monthly inspections of each vehicle by a mechanic; approximately \$125.00 per month.
 7. **Fund-raising:** no report
 8. **Fire Chief's Report:**
 - A) **Maps:** the Chief handed out maps to the Board members.
 - B) **S S Seafoam Fire:** the Chief discussed the fire and showed photographs.
 9. **Committee Reports:** none
 10. **Board Directors' Reports:** none
 11. **Next meeting dates and agenda:**
 - A) **Regular:** March 28th, at 7:30pm, at Station 810.
 - B) **Long Range Plan Working Meeting:** March 29th, at 7:30pm at Station 810.
 12. **Adjournment:** at 9:47pm.
Richard W. Ahrens, Secretary