



Albion Little River Fire Protection District

REGULAR MEETING AGENDA

Wednesday, March 9, 2016, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:**
2. **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.
3. **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 the February 10, 2016 regular meeting minutes.**
 - b. **Approval of the February 22, 2016 special meeting minutes.**
 - c. **Acceptance of the monthly correspondence report.**
 - d. **Acceptance of the monthly financial report.**
 - e. **Final approval of Critical Incident Counseling Policy.**
4. **FY 2012-13 & FY 2013-14 bi-annual audit report:**
5. **Chiefs report:**
6. **Items for consideration and possible action:**
 - a. **Resolution in support of MCAFD proposed Mendocino County fire funding formula:**
 - b. **Fleet vehicle inspection and evaluation:**
 - c. **Apparatus replacement:**
 - d. **Budget considerations:**
 - i. **Apparatus replacement budget.**
 - ii. **Add budget category for meals provided to vendors and allocate \$500.00 to the category.**
 - iii. **Adjustments to existing budget.**
 - e. **Move building funds to interest bearing account:**
 - f. **Parcel tax appeal recommendations:**
 - g. **Clarify & Formalize Board procedure for bookkeeping information service requests:**
 - h. **Letter from the president to the Albion Little River community regarding affordable housing for district firefighters:**
 - i. **2016 Volunteer Fire Assistance Grant Program application:**
 - j. **Staffing for Adequate Fire and Emergency Response (SAFER) Grants program:**
7. **Committee reports:**
 - a. **Critical incident counseling – Skyhawk**
 - b. **Compressed air foam system – Issel**
 - c. **Station 811 building modifications – Issel**
 - d. **Mendocino Association of Fire Districts – Taeger**
 - e. **Parcel tax appeals – Roat, Wolfe**
 - f. **Station 813 easement – Roat**
8. **Directors Discussion:**
 - a. **Community Foundation Strategic Planning Grant.**
 - b. **Deadlines for agenda/meeting materials submissions.**
 - c. **Missing district records.**

d. Other items of board concern.

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.



Albion Little River Fire Protection District

REGULAR MEETING MINUTES

Wednesday, February 10, 2016, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:** Called to order 7:05 pm. All board members present (Chris Skyhawk, Michael Issel, Alan Taeger, Debbi Wolfe, Scott Roat). Also present: Chief Ted Williams, Firefighter Steve Wolfe, Bookkeeper Sara Spring, and two members of the public.
2. **Public communication to the board:** None.
3. **Consent calendar:** Items a., b., and c. were contested and considered separately:
 - a. **Approval of the January 13, 2016 business meeting minutes.** Approved as corrected by majority vote of the board (ayes – Skyhawk, Taeger, Issel; nays Roat, Wolfe).
 - b. **Approval of the January 14, 2016 special tax assessment hearing minutes.** Approved as presented by unanimous vote of the board.
 - c. **Approval of the January 20, 2016 special annual evaluation meeting minutes.** Approved as corrected by unanimous vote of the board.
 - d. **Acceptance of the monthly correspondence report.** Accepted by consensus of the board.
4. **Chief's report:** Written monthly report presented, included in packet.
5. **Items for consideration and possible action:**
 - a. **Proposed bylaws revisions.** Scott Roat called for a vote on his proposed revision of bylaws personnel section. All proposed bylaws revisions tabled for consideration at a future special meeting by unanimous vote of the board on a motion by Debbi Wolfe.
 - b. **Proposed Operations Manual revisions.** Tabled for consideration at a future special meeting by unanimous vote of the board on a motion by Debbi Wolfe.
 - c. **Proposed Firefighter Training Costs Reimbursement Policy.** Approved by unanimous vote of the board.
 - d. **Proposed Critical Incident Stress Debriefing Policy.** First reading. Reviewed, revised. To be presented for approval at the March 9, 2016 regular board meeting.
 - e. **Legal counsel review of proposed bylaws and Operations Manual revisions.** Tabled for consideration at a future special meeting.
 - f. **Review of board member credit card limits.** Board discussion ensued regarding bylaws section 1030 which states that "Individual board members do not have authority to encumber district funds...." Board voted unanimously on a motion by Scott Roat to give the board secretary approval to purchase office supplies up to the limit of the approved budget line item. Motion by Scott Roat to reduce board secretary's (Alan Taeger) credit card limit from previously approved \$5,000.00 to the \$2,600.00 office supplies budget limit failed on a 2-2 vote with one abstention (ayes – Roat, Wolfe; nays – Skyhawk, Issel; abstain – Taeger).
6. **Committee reports:**
 - a. **Critical incident counseling – Skyhawk** Covered in item 5.d.
 - b. **Compressed air foam system – Issel** Mike discussed remaining issues related to installation of CAFS on Engine 8162. Installation is now complete. Calibration of system needs to be performed. Mike has requested as-built drawings from installer. A nozzle purchased for use with the system which was determined to be less than optimal and was replaced by a more appropriate device is now surplus and is to be repurposed or liquidated at the discretion of the chief.

- c. **Station 811 building modifications – Issel** Mike reported that an application for an “Immaterial Amendment” to the use permit for Station 811 is pending with the county planning department, the granting of which will simplify permit requirements for building reconfiguration.
- d. **Apparatus replacement – Issel** Mike reported that through discussion with other districts he has learned of an equipment purchasing consortium known as HGAC through which districts can more efficiently and more competitively procure fire apparatus. By consensus of the board it was agreed that Mike is authorized to apply at no cost or obligation to the district for membership to the consortium. Rescue 8130 budgetary replacement estimate \$110,000.00, mean time to financing 90 days, PO to delivery 375 days. Engine 8181 budgetary replacement estimate \$450,000.00, mean time to financing 90 days, PO to delivery 335 days. First draft of specifications for 8181 replacement has been sent back to Pierce engineering for modifications to fit district needs. Once modified, specifications to be reviewed by district and Chief’s evaluation team.
- e. **Mendocino Association of Fire Districts – Taeger** Alan referred to MCAFD meeting notes attached to packet for latest association activity and reported on the latest developments regarding the proposed Prop 172 funds ballot measure.
- f. **Parcel tax appeals – Roat, Wolfe** Debbi reported that letters have been sent to all appellants reporting the decisions made on their parcel tax appeals at the special meeting of January 14, 2016. She also reported receipt of a letter from the county assessor’s office regarding the Macdonald properties. The assessor has determined that the Macdonald properties consist of two legal parcels, allowing for reconsideration of the special tax assessment. A response to the Calvert residential property appeal has been tabled by the board pending additional information to be provided by the property owner. Debbi reported that the additional information has been received and a recommendation will be presented at the March regular meeting. Scott reported receiving a request for reassessment of the Swanson properties but has not yet received documentation of eligibility.
- g. **Station 813 easement – Roat** Scott reported having sent letters to both property owners straddled by Station 813 requesting information about possible written or oral covenants or agreements pertaining to the existing use of the properties by the district. He has received no response to date.

7. Directors Discussion:

- a. **Community Foundation Strategic Planning Grant.** Mike reported that he and Chris and Chief Williams had met with members of the Community Foundation for a district site visit. Together they reviewed district financial reports and the CF members were satisfied with the information. Results of the grant application will be known in March. Mike reported that the district needs to proceed with plans and estimates for the grant goals beforehand.
- b. **Housing issues for volunteers.** Chief Williams reported that housing issues are critical for firefighters. The trend is for firefighter volunteers to quit the department within 1-5 years because of lack of housing. Mike suggested the district possibly investigate acquisition of real estate for use for temporary housing for volunteers. Scott reported that there is only one current listing for rental housing in the entire area by his agency. Chris suggested making a public appeal to the community, possibly declaring a housing emergency, and including an appeal to the county board of supervisors. Chris also suggested drafting a letter to start the process. Chief Williams suggested that the board get involved in finding owners and convincing them to rent to firefighters.
- c. **Deadlines for agenda submissions.** Chris requested that agenda items and materials be submitted ten days before a scheduled meeting.
- d. **Financial report formats.** Debbi reported that she is working with Sara Spring, board bookkeeper, to determine preferred financial report formats. She requested that ideas for report forms be sent to her.
- e. **Annual barbeque.** Debbi reported that she has questions about the BBQ. The firefighter/volunteers have too many demands on their time for training and emergency response to continue to manage/organize the event. The auxiliary is not capable of providing leadership/management of the event. Who can run the BBQ? Who will be the coordinator? Sara suggested contacting a caterer she is acquainted with. Mike suggested contacting district property owner Bauccio (sp?) who owns and operates restaurant businesses throughout the country and has provided fund raising services to the

Mendocino Music Festival. There is also a question of whether to change the date of the event to reduce conflict with other events. The process of organizing the BBQ needs to start by mid-April if no date change.

- f. **Annual cowboy party.** Debbi reported that there will be no Hughes sponsored Cowboy Party in October, 2016. The date for the next Cowboy party has been changed to May, 2017.
- g. **Other items of board concern.** Mike raised the issue of the hazard of dead standing trees in the vicinity of the planned structure burn training at the Hughes property on Spring Grove Road. Chief Williams said that there was to be an excavator stationed at the site to mitigate the hazard of a brick chimney in the structure and that it may be of use to mitigate the tree hazard. It was agreed by consensus that the district could only be responsible for taking down trees that are a direct hazard to the training exercise and that cleanup of the debris would have to be the responsibility of the owner of the property.

8. **Adjournment:** 10:26pm.

DRAFT



SPECIAL MEETING MINUTES

Monday, February 22, 6:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

The meeting was called as a special meeting of the Board of Directors of the Albion Little River Fire Protection District for the purpose of consideration of changes to district bylaws and operations manual. No other business was considered at this special meeting.

1. **Call to order and determination of a quorum:** Called to order at 6:09 pm by President Chris Skyhawk. Board members Michael Issel, Alan Taeger, Debbi Wolfe present as well as Chief Ted Williams, bookkeeper Sara Spring, and two members of the public. Board member Scott Roat arrived at approximately 7:15 pm.
2. **Public communication to the board:** Karen Calvert asked about the status of her revised parcel tax appeal reported at the February 10, 2016 regular meeting.
3. **Items for consideration and possible action:**
 - a. **Proposed bylaws revision.** Proposed revised bylaws reviewed section by section from the beginning, with many additional changes proposed. Review suspended after consideration of Section 1150, to be resumed at a future special meeting, date to be announced.
 - b. **Proposed Operations Manual revision.** Item postponed to future special meeting.
 - c. **Proposed legal counsel review of bylaws and Operations Manual revisions.** Item postponed to future special meeting.
4. **Adjournment:** 9:35 pm



REGULAR MEETING MARCH 9, 2016 CORRESPONDENCE REPORT

Mail hand delivered to board secretary at the February 9, 2016 regular meeting:

- Letter dated February 8, 2016 from Mendocino LAFCO with notice of a public hearing to adopt enclosed proposed LAFCO budget for fiscal year 2016-17 at its regular meeting on April 4, 2016.
- 2015 Golden State Risk Management Annual Report (available at gsrma.org).
- Undated letter from the US Census Bureau announcing upcoming 2016 Government Units Survey (Form GUS-1) to be sent to all government units.
- Copy of Letter from the board to Savings Bank of Mendocino County dated January 12, 2016 requesting changes to district bank accounts signators.

February 16, 2016 -Received email from district counsel Terry Gross recommending attendance at a meeting in Ukiah March 23, 2016 titled "Understanding Special District Laws".

February 17, 2016 -Received telephone message from Zoe Utus (sp?), a reporter from the Mendocino Beacon with a request for information about fire department calls and a possible group photo. Forwarded to Chief Williams.

February 22, 2016 -Received email from Gary A Swanson with request for a correction of information in a letter of denial of appeal of parcel tax assessment sent by the board.

March 1, 2016 -Received certified letter from LAFCO with announcement of extension of Official Independent Special District Election. No action required from ALRFPD.
-Each board member received a letter from League of Women Voters of Mendocino County with an invitation to attend their "Meet & Greet" in Caspar on March 18, 2016.

MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center ◊ 200 South School Street ◊ Ukiah, California 95482

Telephone: 707-463-4470 Fax: 707-462-2088 E-mail: eo@mendolafco.org Web: www.mendolafco.org

CHAIR

Jerry Ward
Public Member

VICE CHAIR

Holly Madrigal
Willits City Council

TREASURER

Doug Hammerstrom
Fort Bragg City Council

MEMBERS

Carre Brown
County Board
of Supervisors

John McCowen
County Board
of Supervisors

Theresa McNerlin

Ukiah Valley Sanitation District

Vacant

Special District Member

ALTERNATE MEMBERS

Kevin Doble
Ukiah City Council

Dan Hamburg

County Board
of Supervisors

Carol Rosenberg

Public Member

Angela Silver

Calpella County Water District

Executive Officer

George Williamson

Counsel

Scott Browne

Analyst

Colette Metz

Commission Clerk

Elizabeth Salomone

Regular Meetings

First Monday
of each month
at 9:00 AM
at the Mendocino
County Board
of Supervisors Chambers
501 Low Gap Road

Date: February 8, 2016

To: Mendocino County, Cities, and Independent Special Districts

From: George Williamson, Executive Officer

Subject: Notice of Public Hearing to Adopt a Proposed LAFCo Budget for Fiscal Year 2016-17

The Mendocino Local Agency Formation Commission (LAFCo) is responsible under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 to adopt a proposed budget by May 1st and a final budget by June 15th. A mandatory review by local funding agencies is required between the two adoption periods. The legislation also specifies the proposed and final budgets shall - at a minimum - be equal to the budget adopted for the previous fiscal year unless LAFCo finds any reduced costs will nonetheless allow the agency to meet its regulatory and planning duties.

Enclosed is a draft proposed budget for fiscal year 2016-17, as approved by the Commission on February 1, 2016. The draft proposed budget allocates use of unrestricted fund balance to maintain agency apportionment fees at fiscal year 2015-16 levels. The Commission will hold a public hearing at its regular meeting on April 4, 2016 to consider adopting a proposed budget for fiscal year 2016-17. A subsequent hearing to adopt the final budget will be held on June 6, 2016.

Copies of all related documents are on file and may be reviewed at the LAFCo office. If you cannot attend the public hearing described in this notice, you may submit written comments prior to the hearing. Please direct comments, questions, and requests to review documents to LAFCo, 200 South School Street, Ukiah, CA 95482; e-mail: eo@mendolafco.org; phone: (707) 463-4470.

Mendocino Local Agency Formation Commission

DRAFT Proposed FY 2016-17 Budget

LINE #	ACCOUNT #	DESCRIPTION	FY 2015-16 Adopted	FY 2015-16 Amended	FY 2016-17 Draft Proposed
1		REVENUE			
2	4000	LAFCO Apportionment Fees	\$125,000.00	\$125,000.00	\$125,000.00
3	4030	Application Filing Fees	\$33,900.00	\$33,900.00	\$30,000.00
4	4100	Service Charges	\$0.00	\$0.00	\$0.00
5	4800	Miscellaneous	\$0.00	\$0.00	\$0.00
6	4910	Interest Income	\$128.00	\$128.00	\$120.00
7		Revenue Total	\$159,028.00	\$159,028.00	\$155,120.00
8		EXPENSES			
9	5300	Basic Services (split between sub-accounts)	\$59,000.00	\$59,000.00	\$0.00
10	5301	Executive Officer Contract	\$0.00	\$0.00	\$43,000.00
11	5302	Clerk Contract	\$0.00	\$0.00	\$19,000.00
12	5500	Rent (split between sub-accounts)	\$4,860.00	\$0.00	\$0.00
13	5502	Office Space	\$0.00	\$4,675.00	\$4,800.00
14	5503	Work Room	\$0.00	\$360.00	\$360.00
15	5600	Office Expenses (split between sub-accounts)	\$2,800.00	\$0.00	\$0.00
16	5601	Office Supplies (petty cash)	\$0.00	\$700.00	\$700.00
17	5603	Photocopy	\$0.00	\$1,000.00	\$1,000.00
18	5605	Postage	\$0.00	\$300.00	\$300.00
19	5607	Office Equipment	\$0.00	\$1,500.00	\$0.00
20	5700	Internet & Website Costs	\$1,056.00	\$1,200.00	\$1,200.00
21	5900	Publication and Legal Notices	\$3,100.00	\$2,000.00	\$2,000.00
22	6000	Televising Meetings	\$2,112.00	\$1,700.00	\$1,700.00
23	6100	Audit Services	\$3,000.00	\$3,025.00	\$4,650.00
24	6200	Bookkeeping	\$4,100.00	\$4,800.00	\$4,800.00
25	6300	Legal Counsel	\$6,000.00	\$6,000.00	\$6,000.00
26	6400	A-87 Costs County Services	\$3,000.00	\$2,010.00	\$2,010.00
27	6500	Insurance-General Liability	\$1,200.00	\$1,000.00	\$1,000.00
28	6600	Memberships (CALAFCO/ CSDA)	\$2,100.00	\$2,000.00	\$2,100.00
29	6740	In-County Travel & Stipends	\$4,300.00	\$2,000.00	\$4,300.00
30	6750	Travel & Lodging Expense	\$5,000.00	\$2,500.00	\$5,000.00
31	6800	Conferences (Registrations)	\$3,000.00	\$3,000.00	\$3,000.00
32	7000	Barraco & Associates MSR Contract	\$0.00	\$6,300.00	\$0.00
33	7001	MSR Reviews - Admin	\$5,000.00	\$5,000.00	\$15,000.00
34	7501	SOI Updates	\$29,000.00	\$42,000.00	\$39,000.00
35	9000	Special District Training Support	\$12,000.00	\$12,000.00	\$0.00
36		Operating Expense Total	\$150,628.00	\$164,070.00	\$160,920.00
37	8000	Application Filing Expenses	\$33,900.00	\$33,900.00	\$30,000.00
38		Expense Total	\$184,528.00	\$197,970.00	\$190,920.00
39					
40		REVENUE/ EXPENSE DIFFERENCE	-\$25,500.00	-\$38,942.00	-\$35,800.00
41		(Negative balance indicates use of fund balance)			

GU-AL-P1
(10-2015)



UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau

Washington, DC 20233-0001
OFFICE OF THE DIRECTOR

ID 06414242200000 902 1700 00 3 GUAL 064
SEQ001-68531



ALBION-LITTLE RIVER FIRE PROTECTION
DISTRICT
ATTN: PRESIDENT, BOARD OF DIRECTORS
PO BOX 634
ALBION CA 95410-0634

A message from the Director, U.S. Census Bureau...

The U.S. Census Bureau will be conducting the 2016 Government Units Survey (Form GUS-1) in preparation for the 2017 Census of Governments. In a few weeks, we will send a formal request to all county, municipal, township, and special district governments to participate in this survey. This survey gathers information on the basic characteristics of all local, general purpose, and special district governments. Government analysts use this information to update the universe of all county, municipal, township, and special district governments and produce the official count of local governments in the U.S. This survey is an integral part of maintaining the frame from which all public sector surveys are drawn. Responding to this survey in a timely manner helps us process data more efficiently, and save taxpayer money by reducing follow-up contacts.

The Census Bureau conducts and requests your voluntary assistance under the authority of Title 13 U.S.C., Section 161; and Title 13 U.S.C., Section 193. We estimate this survey to take an average of 15 minutes to complete. On the back of this letter you will find disclosure descriptions regarding the Office of Management and Budget number; authority and confidentiality; and burden estimate statement. **When you receive the formal request, please read the instructions and complete your survey online by the due date on the log-in screen. You can complete the form and return it.**

Information you provide compiled from or customarily provided in public records are exempt from confidential treatment as cited in Title 13 U.S.C., Section 9(b).

Thank you in advance for participating in the 2016 Government Units Survey. If you feel that this letter has reached you in error or if you have any other questions, please call (1-888) 369-3613 and choose option 4, or contact us by email at esmd.gus.psfcb@census.gov.

Sincerely,

John H. Thompson
Director



OMB Number and Expiration

You are not required to respond to this collection of information if it does not display a valid approval number from the Office of Management and Budget (OMB). The eight-digit OMB number is 0607-0930 and appears in the upper right corner of the report form/login screen.

Authority and Confidentiality

Title 13 U.S.C., Section 161; and Title 13 U.S.C., Section 193 authorizes the Census Bureau to conduct this collection and to request your voluntary assistance. Information provided in this collection tool compiled from or customarily provided in public records are exempt from confidential treatment as cited in Title 13 U.S.C., Section 9(b).

Burden Estimate Statement

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: ECON Survey Comments 0607-0930, U.S. Census Bureau, 4600 Silver Hill Road, Room EMD-6K064, Washington, DC 20233. You may e-mail comments to ECON.Survey.Comments@census.gov. Be sure to use ECON Survey Comments 0607-0930 as the subject.

From: [Terry Gross](#)
To: [Chris Skyhawk](#); [board](#)
Subject: Understanding Special District Laws Training
Date: Tuesday, February 16, 2016 7:54:30 PM
Attachments: [Special District Training.pdf](#)

Don't know if you have received the attached notice, but I think it would be great if one of you attended. Some of it may be redundant, but I think it will be helpful and I am planning to attend.

Best,
Terry

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Terry N. Gross, Esq.
Attorney at Law
(707) 272-8579
P.O. Box 124
Elk, California 95432

Confidential; Attorney/Client Privileged; Attorney Work Product. The information contained in this email is intended for the individual(s) or entity above. This email is protected by the Electronic Communication Privacy Act, 18 USC Sections 2510-2521 and is legally protected by the attorney/client privilege and/or work product doctrine. If you are not the intended recipient, please do not read, copy, use, forward or disclose this communication to others; also, please notify the sender by replying to this message, and then delete this message from you system. Thank you.

City of Point Arena
RECEIVED

FEB 10 2016

FREE TRAINING

Board members/trustees, staff, and others welcome!



**California Special
Districts Association**
Districts Stronger Together

UNDERSTANDING SPECIAL DISTRICT LAWS

MEETS AB1234 ETHICS TRAINING REQUIREMENT

Wednesday, March 23, 2016

9:00 a.m. – 4:00 p.m.

Mendocino County Administration Center – Conference Room C
501 Low Gap Road, Ukiah, CA 94582

The myriad of laws that affect the day-to-day operations of special districts can be overwhelming. In this fast-paced workshop we will offer a primer on laws affecting special districts for special district board members/trustees, staff, and others who interact with special districts on a regular basis.

Attendees will receive an overview of laws related to:

- Public contracting and prevailing wage.
- Revenue and finance.
- Vacancies and elections.
- Special district principal acts and where to find them.
- LAFCo laws related to special districts.
- General ethics laws.
- Conflicts of Interest.
- The Brown Act.
- The Public Records Act.

SCHEDULE:

8:30 – 9:00 a.m.	Registration
9:00 a.m. – 12:00 p.m.	Workshop
12:00 – 1:00 p.m.	Lunch sponsored by the California Special Districts Alliance
1:00 – 4:00 p.m.	Workshop

REGISTRATION FORM (NO CHARGE)

Name: _____

Title: _____

District: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Mail or fax completed form to:

CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814 • fax: 916.520.2465

Questions?

Please contact us toll-free at 877.924.2732.

Alan Taeger

From: Gary Swanson <gaswanson@comcast.net>
Sent: Monday, February 22, 2016 10:43 PM
To: board@albionfire.com
Subject: Swanson Fire District Assessment
Attachments: PDF.pdf; Untitled attachment 00031.htm; ALRFPD_20160114_Special_Meeting_Minutes.pdf; Untitled attachment 00034.htm

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Sirs- At the meeting of the Albion Little River Fire Protection District Board Meeting on Jan. 14, 2016, our appeal of the Measure M assessment was approved. We received this letter from Debra Wolfe stating that it was denied. The minutes that we obtained from the meeting proves our point. Enclosed are the minutes of the meeting and the letter from Debra. Please correct what was already approved, by you, (the board), another letter, that we can show the Mendocino County Assessor. One of four parcels should be taxed as improved, the other three in TPZ or AG preserve. Appeals committee agreed with us as appellants; motion was by Debbi to adjust assessment accordingly, and carried by unanimous vote of the board. A copy of the minutes is attached. Thank you for your consideration.

sincerely

Gary A. Swanson
31651 Cedar St.
Fort Bragg CA 95437
gaswanson@comcast.net

property located @ 39901 Little River Airport Road, Little River CA
AP 125-010-1200 42.5 acres
AP 121-430-0100 53.50 acres
AP 121-430-1900 1.65 acres
AP 121-430-1805 less than 1/4 acre.



Albion Little River Fire Protection District

Alan Swanson
1523 East Hill Road
Willits, CA 95490

Subject: Appeal of Measure M

Mr. Swanson:

At the meeting of the Albion Little River Fire Protection District Board on January 14, 2016, appeals of the Measure M assessments by property owners were heard. The Board heard the appeal submitted by you, in which you objected to the application of Measure M assessments to your commercial timberland property.

Based on the appeal that you submitted and the absence of any additional evidence from the County that consolidated the number of parcels that you own, the subcommittee recommended, and the Board concurred, to deny your appeal.

Sincerely,

Deborah Wolfe
Subcommittee, Measure M Appeals
Albion Little River Fire Protection District

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
SPECIAL MEETING MINUTES
SPECIAL TAX ASSESSMENT APPEALS**

Thursday, January 14, 2015, 6:00 PM, Albion School, 30400 Albion Ridge Rd., Albion CA.

1. **Call to order and determination of a quorum:** Called to order 6:07 pm by President Chris Skyhawk with all board members present (Michael Issel, Alan Taeger, Debbi Wolfe, Scott Roat), also present: district counsel Terry Gross, representatives for each appellant, and several members of the public.
2. **Public Comment to the Board:** Malcolm Macdonald made a comment about incomplete information provided in the meeting packet.
3. **Items for discussion and possible action:**
 - a. **Appeals of assessments based on parcels:** There were four appeals based on disagreement of assessment of individual parcels.
 - i. **Mills/Roby:** Represented by Ginny Mills and Norman Roby claimed two parcels overcharged due to incorrect county assessor's designation. Appeals committee agreed with appellants; Scott volunteered to write a letter of support to the assessor's office in support of appellants' argument; motion by Debbi to accept appeal pending reassessment by county assessor carried by unanimous vote of the board.
 - ii. **Swanson:** Represented by Rick and Gary Swanson claimed only one of four parcels should be taxed as improved, other three in TPZ or ag preserve. Appeals committee agreed with appellants; motion by Debbi to adjust assessment accordingly carried by unanimous vote of the board.
 - iii. **Calvert:** Represented by Karen Calvert claimed parcels listed as six assessor's parcels should be listed as two residential parcels. Appeal tabled pending receipt of certificate of compliance from county assessor.
 - iv. **Macdonald:** Claimed multiple assessor's parcels should be assessed as one parcel per residence because the non-residential parcels are associated with individual residences; indicated lack of desire to request consolidation of parcels by county assessor. Appeals committee recommended denial of appeal; motion to deny appeal by Debbi carried by unanimous vote of the board.
 - b. **Appeals of Assessments based on Timber and Rangeland:** There were four appeals based on claims that commercial timberland is not taxable.
 - i. **MRC:** Represented by John Anderson and Russ Shively claim commercial timberland not taxable, SRA fees available for fire districts. Appeals committee recommended denial of appeal; motion by Debbi to deny appeal carried by unanimous vote of the board.
 - ii. **Conservation Fund:** Represented by Scott Kelly claim commercial timberland, SRA areas not taxable per Section 1380 of the California Health and Safety Code. Appeals committee recommended denial of appeal; motion by Debbi to deny appeal carried by unanimous vote of the board.
 - iii. **Calvert (two appeals):** Represented by Karen Calvert claim commercial timberland not taxable in two separate appeals. Appeals committee recommended denial of each appeal. Separate motions by Debbi to deny each appeal carried by unanimous votes of the board.

Minutes approved as presented by unanimous vote of the Board of Directors at the February 10, 2016 regular business meeting.

4. Adjournment: Meeting adjourned at 7:31 pm.

This was a Special Meeting called by the Board of Directors of the Albion Little River Fire Protection District. No other business was considered at this meeting.

MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center ◊ 200 South School Street ◊ Ukiah, California 95482

Telephone: 707-463-4470 Fax: 707-462-2088 E-mail: eo@mendolafco.org Web: www.mendolafco.org

CHAIR

Jerry Ward
Public Member

VICE CHAIR

Holly Madrigal
Willits City Council

TREASURER

Doug Hammerstrom
Fort Bragg City Council

MEMBERS

Carre Brown
County Board
of Supervisors

John McCowen
County Board
of Supervisors

Theresa McNerlin
Ukiah Valley Sanitation
District

Vacant
Special District Member

ALTERNATE MEMBERS

Dan Hamburg
County Board
of Supervisors

Kevin Doble
Ukiah City Council

Carol Rosenberg
Public Member

Angela Silver
Calpella County Water
District

Executive Officer
George Williamson

Counsel
Scott Browne

Analyst
Colette Metz

Commission Clerk
Elizabeth Salomone

Regular Meetings

First Monday
of each month
at 9:00 AM
at the Mendocino
County Board
of Supervisors Chambers
501 Low Gap Road

Date: February 26, 2016

To: Presiding Officers of Independent Special Districts in Mendocino County

From: George Williamson, Executive Officer

Subject: **EXTENSION - Official Independent Special District Election**

Previously, a request for nominations was sent on October 15, 2015, which provided the opportunity for independent special district boards to nominate candidates to fill a regular special district member vacancy on LAFCo for an unexpired term that ends on December 31, 2016. The nomination period ended on December 15, 2015, with three (3) nominations received by the deadline. Subsequently, an official ballot was mailed on December 21, 2015, which provided each district the opportunity to vote for one candidate. The deadline to return ballots was February 25, 2015.

Government Code Section 56332 covers the process and requirements for selecting special district members to LAFCo. Specifically 56332(f)(6) notes "For an election to be valid, at least a quorum of the special districts must submit valid ballots...if a quorum of ballots is not received by [the deadline], the executive officer shall extend the date to submit ballots by 60 days and notify all districts of the extension."

Only 22 of 48 independent special districts submitted ballots by the deadline, which did not meet the quorum requirement. Therefore, the deadline for returning ballots to the LAFCo office has been extended to April 27, 2016 at 5:00 p.m.

Please contact LAFCo at 463-4470 if you have questions or need to request a replacement ballot. If your district has already submitted a ballot, it does not need to be resubmitted. This extension is to allow the remaining districts additional time to participate in the election process.

An election schedule with information about the counting of ballots and successful candidate notification is enclosed.

MENDOCINO

Local Agency Formation Commission

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Election Schedule

LAFCo request for nominations mailed to independent special districts via certified mail	Sent October 15, 2015
Nominations due to LAFCo	December 15, 2015 by 5:00 p.m.
Ballots mailed to independent special districts via certified mail	No later than December 24, 2015
Ballots due to LAFCo (extended)	February 25, 2016 April 27, 2016 by 5:00 p.m.
Ballots opened and tallied at LAFCo office; successful candidate notified	February 26, 2016 April 28, 2016 at 1:00 p.m.
Election results mailed to independent special districts	No later than March 3, 2016 May 4, 2016
Confirmation of election results at regular Commission meeting	March 7, 2016 May 2, 2016 at 9:00 a.m. at the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah

Current Special District Members on LAFCo

Designation	Current Member	Term Ends
Regular Member	Vacant	December 31, 2016
Regular Member	Theresa McNerlin, Ukiah Valley Sanitation District	December 31, 2018
Alternate Member	Angela Silver, Calpella County Water District	December 31, 2018

Independent Special Districts

Albion-Little River Fire District	Hopland Fire Protection District	Pacific Reefs Water District
Anderson Valley Cemetery District	Hopland Public Utility District	Piercy Fire Protection District
Anderson Valley Community Services District	Irish Beach Water District	Potter Valley Cemetery District
Brooktrails Township Community Services District	Laytonville County Water District	Potter Valley Community Services District
Calpella County Water District	Leggett Valley Fire Protection District	Potter Valley Irrigation District
Caspar South Water District	Little Lake Fire Protection District	Redwood Coast Fire Protection District
Cemetery District of the Redwoods	Long Valley Fire Protection District	Redwood Valley-Calpella Fire District
Comptche Community Services District	Mendocino City Community Services District	Redwood Valley County Water District
Covelo Community Services District	Mendocino Coast Health Care District	Round Valley County Water District
Covelo Fire Protection District	Mendocino Coast Recreation and Park District	Russian River Cemetery District
Covelo Public Cemetery District	Mendocino County Resource Conservation District	Russian River Flood Control and Water Conservation Improvement District
Elk Community Services District	Mendocino Fire Protection District	South Coast Fire Protection District
Elk County Water District	Mendocino-Little River Cemetery District	Ukiah Valley Fire Protection District
Fort Bragg Rural Fire Protection District	Millview County Water District	Ukiah Valley Sanitation District
Gualala Community Services District	Noyo Harbor District	Westport County Water District
Hopland Cemetery District		Westport-Ten Mile Cemetery District
		Willow County Water District

League of Women Voters Of Mendocino County

Post Office Box 1128, Fort Bragg CA 95437 (707) 937-4952

February 24, 2016

Alan Taeger
Albion-Little River Fire Protection District Board
P.O. Box 634
Albion, CA 95410

Dear Alan

The League of Women Voters cordially invites you to its eleventh annual "Meet and Greet Your Local Officials" reception on Friday, March 18th from 5 to 7 p.m. This year's event is being held at the Caspar Community Center located at 15051 Caspar Road in Caspar.

The League has had great success with its format of having no program, no ceremony and no speeches, but providing a friendly atmosphere where elected officials and community members have time and space to visit and become acquainted. Being an election year, we are also inviting candidates to join us. We emphasize that this is not a political event or a candidate forum, we therefore ask that no campaign materials be brought into the reception. The League will provide a table in the hall where materials can be displayed.


If you can join us, please RSVP by March 3rd to either of the following:

Carol Czadek, (707) 964-9271 – email: norcoel@men.org
Patricia Marien, (707) 964-4942 – email: paprika@mcn.org

This event is free and open to the public. Wine and hor d'oeuvres will be served.

We hope to "Meet and Greet" you March 18th.

Sincerely,



Patricia Marien & Jary Stavely, Event Chairs
League of Women Voters – Mendocino County

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUDGET OVERVIEW WORKSHEET

UPDATED	1/31/2016	2013-2014	PER 9/30/14	2014-2015	12/9/2015	2015-2016	1/31/2016
CODE #	DESCRIPTION	RVSD 10/10/13	ACTUAL	RVSD 5/18/15	ACTUAL	RVSD 5/18/15	ACTUAL
	REVENUE						
821110	CURRENT SECURED TAX	72,466.00	72,959.35	\$ 73,985.00	\$ 73,901.91	\$ 75,521.00	\$ 42,305.93
821120	CURRENT UNSECURED TAX	2,481.00	2,586.68	\$ 2,548.00	\$ 2,374.71	\$ 2,879.00	\$ 2,377.04
821130	SB 813 SUPPLEMENTAL TAX	0.00	237.29	\$ 94.00	\$ 540.58	\$ 370.00	\$ 272.48
821210	PRIOR SECURED PROPERTY TAX	150.00	(127.04)		\$ (132.31)		
821220	PRIOR UNSECURED PROPERTY TAX	0.00	61.46	\$ 75.00	\$ 161.72	\$ 99.00	\$ 37.63
821300	SPECIAL TAX (FIRE ASSESSMENTS)	81,880.00	81,880.00		\$ 82,880.00		\$ 105,205.46
821600	TIMBER YIELD TAX	187.00	200.02	\$ 207.00	\$ 277.85	\$ 210.00	\$ 219.14
821700	HIGHWAY PROPERTY RENTAL		5.60				
824100	INTEREST	900.00	923.38		\$ 666.91		\$ 340.28
825481	HOMEOWNER PROPERTY TAX RELIEF	400.00	749.34	\$ 749.00	\$ 749.80	\$ 750.00	\$ 365.08
825490	STATE OTHER						
826140	ELECTION SERVICES						
827500	SALE OF FIXED ASSETS		3,550.00			\$ -	
827700	OTHER		3,790.01		\$ 1,585.98	\$ -	\$ 1,104.48
827702	INSURANCE PAYMENT					\$ -	
	TOTAL REVENUE	158,464.00	166,816.09	\$ 77,658.00	\$ 163,007.15	\$ 79,829.00	\$ 152,227.52
	APPROPRIATIONS						
861014	MISCELLANEOUS EMPLOYEE BENEFITS	0.00	-120.00	\$ -		\$ -	
861035	WORKERS COMPENSATION INSURANCE	9,000.00	8,452.00	\$ 9,342.00	\$ 9,342.00	\$ 9,097.00	\$ 9,097.00
862050	CLOTHING & PERSONAL ITEMS	30,000.00	11,068.78	\$ 18,750.00	\$ 1,702.27	\$ 15,000.00	\$ 1,979.36
862060	COMMUNICATIONS	4,000.00	5,191.92	\$ 4,000.00	\$ 3,739.71	\$ 4,000.00	\$ 1,630.56
862080	FOOD	1,500.00	1,650.67	\$ 1,500.00	\$ 494.76	\$ 1,500.00	\$ 173.45
862101	INSURANCE - GENERAL	8,500.00	8,962.00	\$ 10,675.00	\$ 10,675.00	\$ 9,837.00	\$ 9,837.00
862120	MAINTENANCE - EQUIPMENT	30,000.00	21,677.08	\$ 20,000.00	\$ 21,437.47	\$ 30,000.00	\$ 29,026.48
862130	MAINTENANCE - STRUCTURES & GROUNDS	4,500.00	8,629.94	\$ 11,000.00	\$ 10,928.51	\$ 11,000.00	\$ 1,102.11
862140	MEDICAL, LAB SUPPLIES	9,000.00	9,545.78	\$ 8,750.00	\$ 3,731.28	\$ 9,000.00	\$ 2,759.76
862150	MEMBERSHIPS	3,700.00	1,062.00	\$ 1,500.00	\$ 765.00	\$ 1,500.00	\$ 1,226.00
862170	OFFICE EXPENSE	3,500.00	1,096.35	\$ 1,200.00	\$ 484.41	\$ 2,600.00	\$ 485.69
862181	AUDITING & FISCAL SERVICES	10,850.00	9,864.14	\$ 8,500.00	\$ 7,408.53	\$ 11,000.00	\$ 7,399.15
862184	ARCHITECT & ENGINEERING SERVICES (811)						
862185	MEDICAL, DENTAL SERVICES	7,000.00	1,200.44	\$ 7,000.00	\$ 440.00	\$ 2,000.00	\$ 250.00
862187	EDUCATION & TRAINING	8,000.00	11,894.17	\$ 10,000.00	\$ 3,911.78	\$ 10,000.00	\$ 4,112.91
862189	PROFESIONAL & SPECIAL SERVICES - OTHER	3,000.00	2,080.00	\$ 2,600.00	\$ 720.00	\$ 8,000.00	\$ 6,300.22
862210	RENTS & LEASES BUILDINGS & GROUNDS	50.00	50.00	\$ 50.00	\$ 50.00	\$ 100.00	
862220	SMALL TOOLS & SUPPLIES	2,000.00	1,217.51	\$ 2,000.00	\$ 1,931.62	\$ 9,000.00	\$ 2,757.96
862231	ELECTION SUPERVISION & SERVICES	400.00		\$ 3,500.00	\$ 1,935.15	\$ 3,500.00	\$ 342.50
862250	TRANSPORTATION & TRAVEL	29,500.00	19,517.42	\$ 29,000.00	\$ 16,411.30	\$ 20,000.00	\$ 2,103.45
862260	UTILITIES	6,640.00	4,348.79	\$ 5,000.00	\$ 4,770.63	\$ 5,000.00	\$ 2,336.07
863113	PAYMENTS TO OTHER GOVT AGENCIES	5,300.00	347.46	\$ 4,000.00	\$ 1,473.60	\$ 2,500.00	\$ 1,586.50
864360	STRUCTURES & IMPROVEMENTS	35,000.00	33,700.00	\$ 7,000.00	\$ 658.19	\$ 40,000.00	\$ 33.96
864370	EQUIPMENT	46,650.00	29,674.81	\$ 15,600.00	\$ 19,063.91	\$ 100,000.00	\$ 9,434.90
	TOTAL APPROPRIATIONS	258,090.00	191,111.26	180,967.00	122,075.12	304,634.00	93,975.03

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03/04/16

Accrual Basis

Albion Little River Fire Protection District
Building Fund Profit & Loss
January 2016

	<u>Jan 16</u>
Income	
82-4100-INTEREST INCOME	0.45
Total Income	<u>0.45</u>
Gross Profit	0.45
Expense	<u>0.00</u>
Net Income	<u><u>0.45</u></u>

**Albion Little River Fire Protection District
 District Profit & Loss
 January 2016**

	<u>Jan 16</u>
Expense	
86-2060-COMMUNICATIONS	
INTERNET SERVICE	
Comcast	74.24
INTERNET SERVICE - Other	0.61
Total INTERNET SERVICE	<u>74.85</u>
TELEPHONE	
ATT	141.40
ECG	14.49
Total TELEPHONE	<u>155.89</u>
Total 86-2060-COMMUNICATIONS	230.74
86-2120-MAINTENANCE EQUIPMENT	
Vehicle Maintenance	
8171	1,180.33
Total Vehicle Maintenance	<u>1,180.33</u>
86-2120-MAINTENANCE EQUIPMENT - Other	0.00
Total 86-2120-MAINTENANCE EQUIPMENT	<u>1,180.33</u>
86-2130-MAINTENANCE STRUCTURES	
Station 810	86.80
Station 811	22.13
Total 86-2130-MAINTENANCE STRUCTURES	<u>108.93</u>
86-2140-MEDICAL, LAB SUPPLIES	
Gasses	
Eureka Oxygen	114.12
Total Gasses	<u>114.12</u>
Total 86-2140-MEDICAL, LAB SUPPLIES	114.12
86-2170-DISTRICT OFFICE SUPPLIE	
Postage	0.00
86-2170-DISTRICT OFFICE SUPPLIE - Other	47.81
Total 86-2170-DISTRICT OFFICE SUPPLIE	<u>47.81</u>
86-2181-AUDITING & FISCAL SERVI	25.00
86-2187-EDUCATION & TRAINING	0.00
86-2189-PROFESIONAL & SPECIAL S	
COUNTY COUNSEL SERVICES	992.00
86-2189-PROFESIONAL & SPECIAL S - Other	2,124.22
Total 86-2189-PROFESIONAL & SPECIAL S	<u>3,116.22</u>
86-2220-SMALL TOOLS & SUPPLIES	1,521.45
86-2250-TRANSPORTATION & TRAVEL	
FLEET FUEL	
Eel River Fuels	211.46
Total FLEET FUEL	<u>211.46</u>
Total 86-2250-TRANSPORTATION & TRAVEL	211.46
86-2260-UTILITIES	
Albion Water District	135.00
PG&E	117.89
Thompson Septic Service	206.10
Total 86-2260-UTILITIES	<u>458.99</u>
86-3113-PAYMNTS TO GOVT AGENCIE	
COUNTY AUDITOR-TAX COLLECTION	1,269.56
Total 86-3113-PAYMNTS TO GOVT AGENCIE	<u>1,269.56</u>

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03/04/16

Accrual Basis

Albion Little River Fire Protection District
District Profit & Loss
January 2016

	<u>Jan 16</u>
86-4360-BUILDINGS & IMPROVEMENT STATION 811	<u>33.96</u>
Total 86-4360-BUILDINGS & IMPROVEMENT	33.96
86-4370-EQUIPMENT (PURCHASE)	<u>3,031.81</u>
Total Expense	<u>11,350.38</u>
Net Income	<u><u>-11,350.38</u></u>

6:25 PM
03/04/16
Accrual Basis

Albion Little River Fire Protection District
Donation Profit & Loss January 2016
January 2016

	<u>Jan 16</u>
Income	
82-4100-INTEREST INCOME	4.10
82-7705 Donations	<u>53.04</u>
Total Income	<u>57.14</u>
Gross Profit	57.14
Expense	
86-2050-CLOTHING & PERSONAL ITE	
Raingear	<u>2,005.65</u>
Total 86-2050-CLOTHING & PERSONAL ITE	<u>2,005.65</u>
Total Expense	<u>2,005.65</u>
Net Income	<u><u>-1,948.51</u></u>

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
MONTHLY
FUNDS BALANCE SUMMARY**

DATE	1/31/2016				
FUND	PREVIOUS BALANCE	CHANGES IN PREVIOUS PERIOD	INCOME	EXPENSE	CURRENT BALANCE
TAX REVENUE FUND	\$221,212.61				\$329,364.47
DISTRICT CHECKING AT	\$43,875.60				\$23,409.65
FIRE DEPARTMENT FUND (DONATIONS)	\$113,629.75				\$95,773.53
BUILDING FUND CHECKING	\$10,640.38				\$10,641.28
TOTAL FUNDS BALANCE	\$389,358.34				\$459,188.93

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
CRITICAL INCIDENT STRESS DEBRIEFING POLICY
REVISED DRAFT**

The Albion Little River Fire Protection District Board of Directors recognizes that the nature of some of the calls that our volunteers answer can provoke psychological stress. This policy is designed to assist volunteers in coping with psychological stress caused by a Critical Incident.

For the purposes of this Policy, “Critical Incident” will be defined as follows:

Any event that has a stressful impact sufficient enough to overwhelm the usually effective coping skills of an individual. Critical incidents are abrupt, powerful events that fall outside the range of ordinary human experiences.

The volunteers will interview providers and form a pool of qualified professionals who will provide counseling support in the event of a Critical Incident (CI). Service providers must have, at minimum, a masters degree in a counseling field and will demonstrate sufficient knowledge and practical skill related to Critical Incident Stress Debriefing (CISD). The chief will approve the pool of available professionals.

In the event of a Critical Incident volunteers or the chief may call for a Critical Incident Stress Debriefing. All volunteer personnel, whether at the incident or not, may attend the debriefing. It is recommended, but not mandatory, that a CISD be initiated within 24-72 hours of a CI. An approved professional will facilitate a debriefing session with volunteers. The chief is responsible for approving the request and scheduling the debriefing. A follow-up CISD session will be allowed upon volunteer request and approval of the chief.

Fire Chief's Report DRAFT, 1 March, 2016, by Ted Williams

• Incident Log

• 20160001263 2/5/2016 1517

- FIRE, COMMERCIAL ALARM; 27900 NAVARRO RIDGE RD, ALBION
- False Alarm, Canceled
- Michael Rees
- Jamie Placido
- Andrea Pennebaker
- Ted Williams
- Steve Wolfe
- Debbi Wolfe
- Bob Hedman
- John Oakley
- Marshall Brown
- On Scene: 1518
- Available: 1621

• 20160001680 02/17/2016 1023

- MEDICAL DELTA; 33861 ALBION RIVER ROAD, ALBION
- Ted Williams
- Marshall Brown (8130)
- Ben Jackson (8132)
- On Scene: 1040
- Available: 1107

• 20160001722 02/18/2016 1345

- MEDICAL BRAVO; 2750 WHITE GULL CT, ALBION
- Ted Williams
- Andrea Pennebaker (8130)
- Sam Levine
- Jaime Placido
- Debbi Wolfe
- On Scene: 1402
- Available: 1439

• 20160001767 02/20/2016 1005

- MEDICAL ALPHA; 3350 KING SALMON LANE, ALBION
- Ted Williams
- Andrea Pennebaker
- John Oakley (R8130, canceled)
- Marshall Brown (canceled)
- Michael Rees (canceled)
- On Scene: 1012
- Available: 1013

• 20160001938 02/24/2016 2015

- SMOKE CHECK; LITTLE RIVER AIRPORT, LITTLE RIVER
- Call upgraded to Wildland fire, diesel fuel container found at scene
- Ted Williams (E8162)
- John Oakley (WT8190)

- Marshall Brown (E8162 driver)
- John Crowningshield (E8181)
- Ben Jackson
- Michael Rees (E8162)
- Sam Levine
- Steve Crowningshield (R8132)
- Steve Wolfe
- Dan Gates (WT8190)
- Debbi Wolfe
- On Scene: 2029
- Available: 2219
- **2016002115 02/29/216 1520**
 - MEDICAL CHARLIE; 33861 EAST LANE, ALBION
 - Debbi Wolfe
 - Michael Rees
 - Sam Levine
 - Ben Jackson
 - John Oakley (8132)
 - Steve Wolfe
 - Ted Williams (cancelled)
 - On Scene: 1536
 - Available: 1555
- **Training**
 - pending report from Marshall Brown, will update
- **Maintenance**
 - **Rescue 8131**
 - still at Fort Bragg Diesel (board should consider replacement)
 - **Tender 8190**
 - battery was low (should have shoreline power, needs shelter)
 - **Station 811**
 - 20 yard gravel delivery scheduled for week of March 7 (with chief present)

RESOLUTION No. 160309
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

SUPPORTING MENDOCINO COUNTY ASSOCIATION OF FIRE DISTRICTS
PROPOSED MENDOCINO COUNTY FIRE AGENCY FUNDING ALLOCATION
FORMULA

Whereas Albion Little River Fire Protection District and other Fire Agencies in Mendocino County have been chronically underfunded; and

Whereas outreach to Mendocino County Board of Supervisors by individual Fire Districts appealing for increased county funding has been ineffective; and

Whereas Albion Little River Fire Protection District has joined with Mendocino County Association of Fire Districts in order to (among other purposes) lobby for increased county fire district funding and

Whereas Mendocino County Association of Fire District has proposed a county-wide fire district funding allocation formula for any county funds allocated to be distributed to county fire protection organizations and;

Whereas said funds allocation formula would fairly distribute county allocated funds to all fire protection organizations within Mendocino County;

THEREFORE DO WE, the Board of Directors of the Albion Little River Fire Protection District, **RESOLVE TO:**

APPROVE OF AND SUPPORT the Mendocino County Association of Fire Districts proposed “Mendocino County Fire Funding Allocation Formula” as detailed below:

- (1) Each agency shall receive a minimum distribution equal to two percent (2%) of the total funds allocated to the Local Fire Agencies;
- (2) The remaining funds shall be distributed to each Local Fire Agency pursuant to the ratio of population in each such Local Fire Agency’s service area divided by the total population of the unincorporated area of the County of Mendocino. Population shall be determined by reference to the most recent data from the State of California Controller.

THIS RESOLUTION PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT AT A SPECIAL BUSINESS MEETING THIS 9TH DAY OF March, 2016.

AYES: _____

NOES: _____

ABSTAIN: _____

VACANT: _____

Chris Skyhawk
President, Board of Directors of the Albion Little River Fire Protection District

Attest:

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

Mendocino County Fire Funding – Allocation Formula

(1) each agency shall receive a minimum distribution equal to two percent (2%) of the total funds allocated to the Local Fire Agencies;

(2) the remaining funds shall be distributed to each Local Fire Agency pursuant to the ratio of population in each such Local Fire Agency's service area, divided by the total population of the unincorporated area of the County of Mendocino. Population shall be determined by reference to the most recent data available from the State of California Controller.

The above allocation formula for the distribution funds to Fire Districts within Mendocino County is agreed to/approved as written.

District/Agency

Printed name, title

Signature

Date

Emergency Priority Apparatus Replacement:

Item 1) 8130 Replacement Specification Status:

8130 Replacement Option Specification and Discussion Pending:

Type I F450 LI 4x4 Box Rescue/Ambulance
Budgetary Estimate \$110K
PO to Delivery is running 375 days

Type II Sprinter LI or SE AWD Rescue/Ambulance
Mean Time to Financing approval ~ 90 days

Item 2) 8181 Replacement Specification Status:

8181 Replacement Pacing Milestones

Type I Commercial Engine Spec Review Pending
Mean Time to Financing approval ~ 90 days

Budgetary Estimates \$450K
PO to Delivery is running 335 days

The preliminary drawing for 8181 Engine has been modified by Pierce engineering for height limit modifications to fit within a modified Station 811. 8181 replacement draft specifications have been received and distributed for District review. *Chief's evaluation is pending, followed by Pierce presentation and subsequent Board discussion following.*

Item 3) 8181 Lease-Purchase Financial Requirements:

An urgent need exists to facilitate purchase and reduce mean-time to vehicle delivery. Regarding the lease/ purchase component, an *actual lease purchase amount and the term* (based on ALRFPD budget, needs and requirements) will not be established until we finalize vehicle specifications and be presented with a formal price; which if accepted, ALRFPD can then proceed with a lease/ purchase application. However, we can initiate a pre-qualification/ application with a leasing company, which would aid greatly in being able to move forward once the specification details are completed (and reduce our risk exposure of an 8181 failure by as much as 90 days). Government Capital and Oshkosh capital/ PNC (Pierce Lender), requires the following financial information all of which are pending creation for submission:

2013 year-end audited financial statements,
2014 year-end audited financial statements,
2015 budget,
Copy of contract or Purchase order from Pierce (or other selected vendor), and
Board Meeting minutes approving the lease purchase, sent to:

Item 4) 8181 & 8130 Replacement via State Statute Compliant Public Competitive Procurement Process

To address the low-bid-without-long-term-supplier-consideration issues, many fire department organizations are purchasing their fire apparatus through a purchasing consortium known as HGACBuy. All units of local government, including non-profits providing governmental services, are eligible to become participating members of HGACBuy. All contracts available to participating members of HGACBuy have been awarded by virtue of a public competitive procurement process compliant with state statutes. See previous example attachment of Fort Bragg HGAC.

Based on Board approval, ALRFPD membership application has been made to HGACBuy to list our agency as a purchaser (Both Pierce Manufacturing and Golden State Fire Apparatus are authorized to participate in the HGAC Buy program).

FYI: Listed below is a web link on the HGAC Buy program for fire apparatus.

Purchaser List: <http://www.hgacbuy.com/program/endusers/default.aspx?state=CA>

Planed Apparatus Replacement:

An urgent need exists for annual vehicle maintenance financial data coded for each vehicle in our fleet.

An urgent need exists to allocate funding for emergency and planed vehicle replacement.

Until such District specific data exists, the Board must make vehicle replacement budget allocations based on available public generic data. Until District specific data I developed, a hybrid model of new and used vehicle replacement alternatives is suggested for emergency and planed apparatus replacement.



GOVERNMENT CAPITAL
CORPORATION

February 26, 2016

Albion-Little River Fire Protection District
Michael Issel
4601 Albion Little River Road
Albion, CA 95410

Thank you for the opportunity to present proposed financing for Albion-Little River Fire Protection District for the new vehicles. The transaction would be structured as follows:

Issuer:	Albion-Little River Fire Protection District
Lender:	Government Capital Corporation
Financing Structure:	Tax Exempt Financing
Capital Cost:	\$500,000.00
Down Payment Required:	None

Term:	20 Annual Payments*
Annual Payments:	\$36,745.28
True Interest Cost:	3.986%
Payments Commence:	February, 2017 and annual thereafter.
Note*:	Rate adjusted at the 10 th year indexed to the U.S. treasury.

The above terms are subject to qualifications under 265(b)3 of the Internal Revenue Code, underwriting approval and mutually acceptable documentation. Proposed funding considers the total cost of borrowing including escrow fees and issuance costs. Terms subject to change if funding occurs more than 14 days from proposal date.

Please let me know if there are any questions about the proposed terms.

Sincerely,

Jandon Newton

Government Capital Corporation
(817) 421-5400

The transaction described herein is an arm's length, commercial transaction between you and Government Capital Corporation ("GCC"), in which GCC: (i) is acting solely for its own financial and other interests that may differ from yours; (ii) is not acting as your municipal advisor or financial advisor, and has no fiduciary duty to you with respect to this transaction; and (iii) is not recommending that you take an action with respect to this transaction.

03/07/2016 08:35
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MENDOCINO COUNTY PRODUCTION v10.3
OBJECT CODES

P 1
glcoaseg

OBJECT	TYPE	DESCRIPTION	SHORT DESC	STAT			FED	HLD	
				LABEL	CHAR	SUB			
860000	BU	EXPENDITURES	860000			0	N	N	N
860010	E	APPROP FOR CONTINGNCY	860010			0	N	N	N
860011	E	SPECIAL CONTINGENCY RESERVE	860011			0	N	N	N
861011	E	REGULAR EMPLOYEES	861011			0	N	N	N
861012	E	EXTRA HELP	861012			0	N	N	N
861013	E	OVERTIME REG EMP	861013			0	N	N	N
861014	E	MISCELLANEOUS	861014			0	N	N	N
861021	E	CO CONT TO RETIREMENT	861021			0	N	N	N
861022	E	CO CONT TO OASDI	861022			0	N	N	N
861023	E	CO CONT TO OASDI-MEDIC	861023			0	N	N	N
861024	E	CO CONT TO RET INCREMENT	861024			0	N	N	N
861030	E	CO CONT TO EMPLOYEE INSURANCE	861030			0	N	N	N
861031	E	CO CONT UNEMPLOYMENT INSURANCE	861031			0	N	N	N
861035	E	CO CONT WORKERS COMPENSATION I	861035			0	N	N	N
862050	E	CLTHG & PRSNAL ITEMS	862050			0	N	N	N
862060	E	COMMUNICATIONS	862060			0	N	N	N
862061	E	COMM LEASE	862061			0	N	N	N
862062	E	COMM MICROWAVE	862062			0	N	N	N
862063	E	CELLULAR COMM	862063			0	N	N	N
862080	E	FOOD	862080			0	N	N	N
862090	E	HOUSEHOLD EXPENSE	862090			0	N	N	N
862101	E	INSURANCE-GENERAL	862101			0	N	N	N
862102	E	WORKMANS COMPENSATION	862102			0	N	N	N
862103	E	INSURANCE-UNEMPLOYMENT	862103			0	N	N	N
862109	E	INS OTHER	862109			0	N	N	N
862110	E	JURY & WITNESS EXPENS	862110			0	N	N	N
862120	E	MAINTENANCE-EQUIPMENT	862120			0	N	N	N
862121	E	MAINT EQUIP MICROWAVE	862121			0	N	N	N
862122	E	MAINTENANCE-TYPEWRITERS	862122			0	N	N	N
862130	E	MAINT-STRC IMPR & GRN	862130			0	N	N	N
862131	E	MAINT STR/IMP/GRDS PROJECTS	862131			0	N	N	N
862132	E	PREVENTIVE MAINT	862132			0	N	N	N
862135	E	CORRECTIVE MAINTENANCE	862135			0	N	N	N
862140	E	MED DNTL & LAB SUPLS	862140			0	N	N	N
862150	E	MEMBERSHIPS	862150			0	N	N	N
862160	E	MISCELLANEOUS EXPENSE	862160			0	N	N	N
862170	E	OFFICE EXPENSE	862170			0	N	N	N
862171	E	PAPER SUPPLIES	862171			0	N	N	N
862172	E	OFFICE EXPENSE-FEDEX/UPS	862172			0	N	N	N
862174	E	INDEPENDENT LIVING SKILLS	862174			0	N	N	N
862175	E	OFFICE SUP COST APPLI	862175			0	N	N	N
862176	E	FUEL EXPENSE	862176			0	N	N	N
862181	E	AUDITING & FISCAL SVC	862181			0	N	N	N
862182	E	DATA PROCESSING SERVICES	862182			0	N	N	N
862183	E	LEGAL FEES	862183			0	N	N	N
862184	E	ARCH ENG & PLAN SVCS	862184			0	N	N	N
862185	E	MEDICAL & DENTAL SVCS	862185			0	N	N	N
862186	E	INDIGENT BURIAL	862186			0	N	N	N
862187	E	EDUCATION & TRAINING	862187			0	N	N	N
862188	E	PRINTING	862188			0	N	N	N
862189	E	PROF & SPEC SVCS-OTHR	862189			0	N	N	N
862190	E	PUBL & LEGAL NOTICES	862190			0	N	N	N
862191	E	LEGAL ADS-ALL DEPARTMENTS	862191			0	N	N	N

03/07/2016 08:35
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MENDOCINO COUNTY PRODUCTION v10.3
OBJECT CODES

P 2
glcoaseg

OBJECT	TYPE	DESCRIPTION	SHORT DESC	STAT			FED	HLD	
				LABEL	CHAR	SUB			FA
862192	E	STATE EDUCATION - 8% FUNDS	862192			0	N	N	N
862193	E	CONSTRUCTION CONTRACTS	CONTRACTS			0	N	N	N
862194	E	A-87 COSTS	862194			0	N	N	N
862195	E	GAIN EXPENSES	862195			0	N	N	N
862196	E	COLLECTION EXP FINES	862196			0	N	N	N
862197	E	COLLECTION EXP ASSMTS	862197			0	N	N	N
862200	E	RNTS & LEASES-EQUMNT	862200			0	N	N	N
862201	E	RENTS & LEASES-COPIERS	862201			0	N	N	N
862210	E	RNTS & LEASES BLD GRD	862210			0	N	N	N
862220	E	SMALL TOOLS & INSRMNT	862220			0	N	N	N
862230	E	INFO TECH EQUIP	862230			0	N	N	N
862231	E	ELECTION SUP & SERVCS	862231			0	N	N	N
862232	E	LAW ENF SUPPLY & SVCS	862232			0	N	N	N
862233	E	VEHICLE COLLISION REP	862233			0	N	N	N
862237	E	SP DPT EXP AGR TOXICN	862237			0	N	N	N
862238	E	HISTORICAL REV BOARD	862238			0	N	N	N
862239	E	SPEC DEPT EXP	862239			0	N	N	N
862240	E	SPECIAL DEPARTMENTAL FUND	862240			0	N	N	N
862241	E	SB 813 SPECIAL EXPENSE	862241			0	N	N	N
862250	E	TRNSPRTATION & TRAVEL	862250			0	N	N	N
862251	E	AMBULANCE	862251			0	N	N	N
862252	E	NON-REIMBURSE TRAVEL	862252			0	N	N	N
862253	E	TRAVEL & TRSP OUT OF COUNTY	862253			0	N	N	N
862254	E	TRAVEL ADVANCE	862254			0	N	N	N
862260	E	UTILITIES	862260			0	N	N	N
862289	E	VERBATIM REPORTER	862289			0	N	N	N
862290	E	INTERPRETER	862290			0	N	N	N
862291	E	MEDIATION	862291			0	N	N	N
862292	E	COURT PROGRAMS	862292			0	N	N	N
862293	E	JUVENILE DRUG COURT	862293			0	N	N	N
862294	E	FAMILY/CHILDREN	862294			0	N	N	N
862295	E	PROBATE GRDNSHP	862295			0	N	N	N
862296	E	JUV DEPENDENCY	862296			0	N	N	N
863111	E	PBLC ASSISTNCE PAYMNT	863111			0	N	N	N
863112	E	PYMNTS TO PRIVAT INST	863112			0	N	N	N
863113	E	PYMNTS OTHER GOV AGNC	863113			0	N	N	N
863115	E	SERVICE CONNECTED EXPENSE	863115			0	N	N	N
863116	E	CHILD CARE SERVICES-MOE	863116			0	N	N	N
863117	E	EMERGENCY RESPONSE	863117			0	N	N	N
863118	E	FAMILY SERVICES	863118			0	N	N	N
863119	E	SUPP&C/O PRSNS-OTHR	863119			0	N	N	N
863120	E	SPEC CIRCUMSTANCES	863120			0	N	N	N
863121	E	INDEPENDENT LIVING SKILLS	863121			0	N	N	N
863122	E	AID TO ADOPTED CHLDRN	863122			0	N	N	N
863123	E	SPEC CIRCUMSTNCE(EXH)	863123			0	N	N	N
863124	E	GR-SSI-SSP APPLCNTS	863124			0	N	N	N
863125	E	SEVERELY EMOTIONALLY DISTURBED	863125			0	N	N	N
863126	E	CAL-LEARN PROG SVCS	863126			0	N	N	N
863127	E	FOSTER CARE PMTS	863127			0	N	N	N
863130	E	CHILD PROTECTION & PLACEMENT	863130			0	N	N	N
863131	E	FAMILY PRESERVATION	863131			0	N	N	N
863132	E	FAMILY TRACK	863132			0	N	N	N
863133	E	OFFICE OF EDUCATION CONTRACT	863133			0	N	N	N

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MENDOCINO COUNTY PRODUCTION v10.3
OBJECT CODES

P 3
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OBJECT	TYPE	DESCRIPTION	SHORT DESC	STAT			FED	HLD	
				LABEL	CHAR	SUB			
863134	E	STATE DEPT OF EDUC 8% PROGRAM	863134			0	N	N	N
863135	E	JOB ALLIANCE PROGRAM SERVICES	863135			0	N	N	N
863136	E	MOTOR VEHICLE PROGRAM GRANT	863136			0	N	N	N
863137	E	JOB ALLIANCE ANCILLARY	863137			0	N	N	N
863138	E	WELFARE TO WORK 15%	863138			0	N	N	N
863139	E	IN-HOME SUPPORTIVE SERVICES	863139			0	N	N	N
863140	E	IHSS-PA	863140			0	N	N	N
863150	E	COUNTY HOSPITAL	863150			0	N	N	N
863151	E	NON-COUNTY FORMULA HOSPITAL	863151			0	N	N	N
863152	E	NON-COUNTY CONTRACT HOSPITAL	863152			0	N	N	N
863153	E	NEW CONTRACTS-PHYSICIANS SVCS	863153			0	N	N	N
863154	E	PHYSICIAN SVCS-EMS	863154			0	N	N	N
863155	E	UNALLOCATED PROP 99	863155			0	N	N	N
863160	E	ACCUTE HOSPITALIZATION	863160			0	N	N	N
863161	E	NON-ACUTE HOSPITALIZATION	863161			0	N	N	N
863162	E	RESIDENTIAL CARE	863162			0	N	N	N
863163	E	INDIVIDUAL PROVIDERS	863163			0	N	N	N
863164	E	ORGANIZATIONAL PROVIDERS	863164			0	N	N	N
863280	E	CONTR TO OTHER AGNCS	863280			0	N	N	N
863281	E	CONT TO ENTRPRS FUNDS	863281			0	N	N	N
863282	E	GRANT MATCH	863282			0	N	N	N
863285	E	CONTRIB R/S PROJECTS	863285			0	N	N	N
863310	E	INTEREST	863310			0	N	N	N
863311	E	PRINCIPAL	863311			0	N	N	N
863320	E	JUDGEMENTS & DAMAGES	863320			0	N	N	N
863330	E	RIGHTS OF WAY	863330			0	N	N	N
863340	E	TAXES & ASSESSMENTS	863340			0	N	N	N
864350	E	LAND	864350			0	Y	N	N
864360	E	STRCTURS & IMPRVMENTS	864360			0	Y	N	N
864365	E	CONSTRUCTION IN PROGRESS	864365			0	N	N	N
864370	E	EQUIPMENT	864370			0	Y	N	N
865380	E	INTRAFUND TRANSFERS	865380			0	N	N	N
865381	E	COST APPLIED XEROX	865381			0	N	N	N
865390	E	REIMBURSED PROJ	865390			0	N	N	N
865391	E	REIMB PROJ-REV SHRNG	865391			0	N	N	N
865801	E	INTER-FUND TRANSFERS	865801			0	N	N	N
865802	E	OPERATING TRANSFER OUT	865802			0	N	N	N
865803	E	LOSS ON DISP OF ASSET	865803			0	N	N	N
865804	E	RESIDUAL EQUITY TRANSFER OUT	865804			0	N	N	N
865805	E	FORGIVENESS OF INDEBTEDNESS	865805			0	N	N	N
865806	E	LOSS ON RESIDUAL EQUITY TRANSF	865806			0	N	N	N
865807	E	RESIDUAL LOSS EQUITY	865807			0	N	N	N
865810	E	UNKNOWN	865810			0	N	N	N
869900	E	APPROP FOR CONT-SALARY SAVINGS	869900			0	N	N	N
869991	E	APPROP FOR CONTINGENCY	869991			0	N	N	N

** END OF REPORT - Generated by Dennis Dow (Auditor) **

TO: Residents of the Albion Little River Fire Protection District;
Mendocino County Board of Supervisors

SUBJECT: Affordable Housing Crisis

We, the members of the Board of Directors of the Albion Little River Fire Protection District, wish to alert the residents of our District as well as our County Board of Supervisors about the grave impact the affordable housing crisis is having on our ability to provide Fire and Emergency Services to our residents.

There is a critical shortage of affordable rentals in our District. Whether due to Airbnb, vacation rentals, unoccupied homes, or various market forces, there are less residences available. Rentals that are available are often priced beyond the means of our Volunteers. In recent years we have lost several young Firefighters due to these circumstances.

This has an adverse impact on our ability to provide services to our residents. Our District invests several thousands of dollars in training only to see that investment disappear when a volunteer cannot stay in the area. It places greater responsibility on older volunteers and undermines the natural succession of young volunteers eventually becoming officers and leaders.

It is an inefficient use of taxpayer money.

We currently have two young Volunteers who are desperately struggling to find housing in our District. They want to stay here and serve the community that they have come to love. They may not be able to.

We would like our residents to consider this situation when making decisions about possible rentals. Keeping young people in our community benefits all of us. It increases our level of public safety and insures a healthy future for our community when idealistic, community-minded young people are allowed to establish roots.

We know that this situation is not unique to the ALRFPD. That is why we are bringing this to the attention of our County Board of Supervisors. This is a problem that needs to be solved collectively and we look to you for leadership and attention regarding this situation that increasingly plagues our District and our County.

Sincerely,
The Albion Little River Fire Protection District Board of Directors

From: [Michael Rees](#)
To: [FD list](#)
Subject: Staffing for Adequate Fire & Emergency Response Grants | FEMA.gov
Date: Saturday, February 27, 2016 8:54:39 AM

Anybody want to research this and see if it will work for us?
Michael Rees
Capt.8113

<https://www.fema.gov/staffing-adequate-fire-emergency-response-grants>

Staffing for Adequate Fire & Emergency Response Grants

This section is for fire departments: national, state, local; or tribal organizations that represent the interests of firefighters. The section contains information on the Staffing for Adequate Fire and Emergency Response (SAFER) Grants program, application assistance tools, previous grant awards, grant statistics, and more.

- **Overview**
- **SAFER Program Updates**
- **SAFER Program Tools**

From: [Ted Williams](#)
To: [board@albionfire.com](#); [firefighters@albionfire.com](#); Ann Kyle Brown
Subject: Fwd: 2016 VFA Application Period Open!
Date: Monday, February 29, 2016 3:07:23 PM

Begin forwarded message:

From: "Esfandiary, Megan@CALFIRE" <Megan.Esfandiary@fire.ca.gov>
Date: February 29, 2016 at 15:03:02 PST
To: "Esfandiary, Megan@CALFIRE" <Megan.Esfandiary@fire.ca.gov>
Subject: 2016 VFA Application Period Open!

Good afternoon everyone,

The 2016 Volunteer Fire Assistance Grant Program application period is now open. All applications are due May 6, 2016. The application, procedural guide, and solicitation letter can be found at

http://calfire.ca.gov/fire_protection/fire_protection_coop_efforts.

The process will be the same as last year where applicants are required to submit an electronic application to CALFIRE.Grants@fire.ca.gov and a hard copy (signed and dated!!) to:

CAL FIRE
ATTN: Megan Esfandiary
Grants Management Unit
P.O. Box 944246
Sacramento, CA 94244-2460

Changes for 2016:

- <!--[if !supportLists]-->• <!--[endif]-->Please prioritize your request on page 2 of the application. The most needed items should be at the top of the list!
- <!--[if !supportLists]-->• <!--[endif]-->You will be notified if you are awarded or denied through email alone. I will not be sending out paper notifications so please double check the email address you put on the application.
- <!--[if !supportLists]-->• <!--[endif]-->If you are awarded your award packet will be sent to you via email. You will not receive a package from CAL FIRE in the mail this year. All documents will need to be printed by you.

Helpful Hints:

- <!--[if !supportLists]-->• <!--[endif]-->Make sure to register your DUNS number with SAM.gov. With that thought, make sure your DUNS number is not expired!

- Only sign the application that will be mailed in. Do not scan your hard copy with a signature and email it in as your electronic submission. The electronic copy should not have a signature.
- Make sure to calculate tax and shipping costs. They are allowable expenses and you should be reimbursed for it!
- Don't use Google Chrome to open the application. For some reason there were issues with it last year and I suspect the same will be for this year. Explorer opens it just fine.

Let me know if you have any questions!

Megan Esfandiary

CAL FIRE

Grants Management Unit

916-653-3649

Every Californian should conserve water. Find out how at:



SaveOurWater.com · Drought.CA.gov

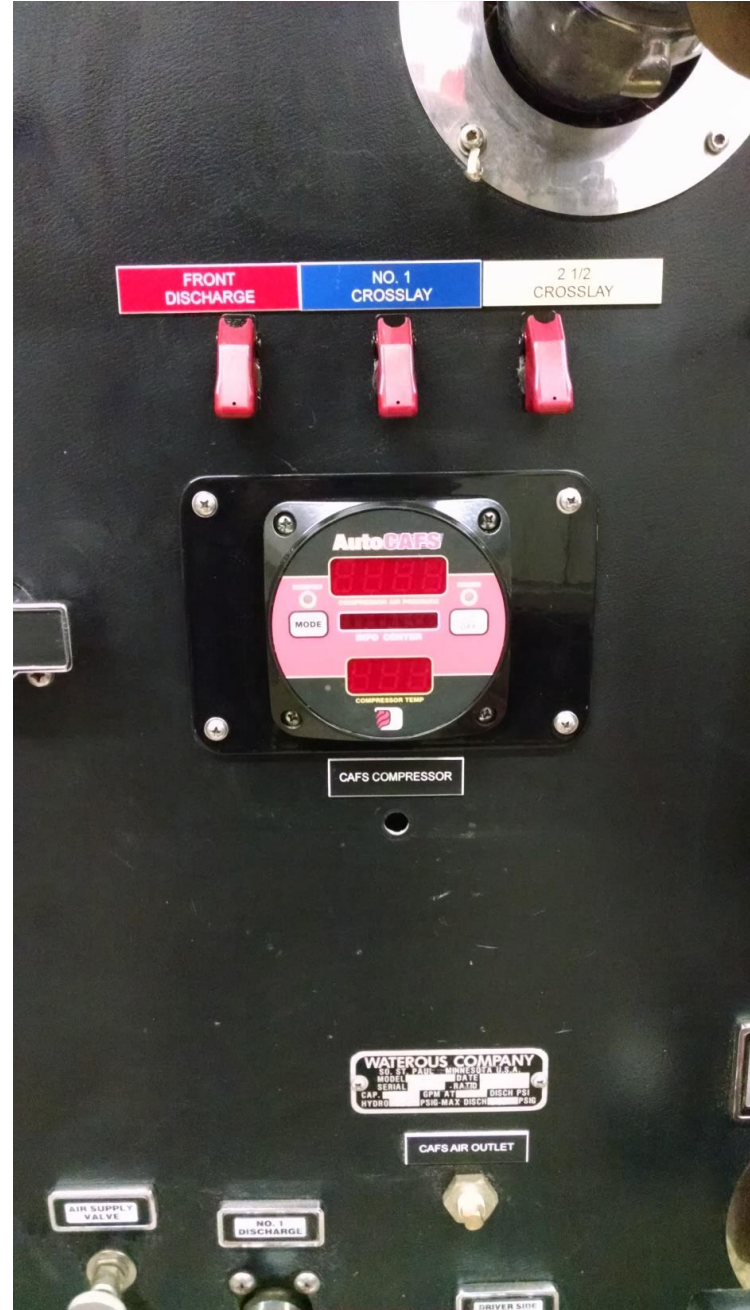
Item	8162 CAFS Project Status as of 160212	Action Pending	Status
1a	Swivel Joint disassembly, cleaning, & reassembly awaits Vanair Oil shipment, and has been postponed until midweek next when oil can be touched with these fingers. Upon reassembly, oil will be recharged, and CAFS compressor brought to full operating temperature, then cooled, whereupon oil fittings will be re-torqued for return to (non CAFS) service.	4 Gal Oil ALRFPD Clean & reinstall oil lines	Complete
1b	Darley ship & ALRFPD Install replacement FoamPro 1601 Foam Proportioning Pump with low volume gear ratio to make Dry CAFS Foam.	FBD Install	Complete
2	Darley to ship Priority Mail; 2 each waterproof DPDT discharge air valve switches to address below.	Ship 2 Switches	Complete
3	ALRFPD to install 2 each 1½in air flow switch and confirm operation to Darley. ALRFPD identify exact location of pressure transducer to sump air dump valve to assist in diagnosing blow-down delay to restart issue.	Install 2 Switches & locate sensor	Complete
4a	Darley ship Two each 1½in SabreJet nozzles capable of being color coded Red, and Yellow.	Darley ship 2ea SabreJet	Complete
4b	ALRFPD to exchange One each new FlexAttack nozzle. Darley advise why our new FlexAttack nozzle purchase via Amazon is now unavailable for exchange/return? Repurpose.	Assign to alternative vehicle	Resolved
5	Darley to advise ALRFPD cost of labeling Discharge Pull Tee Handles Red, Yellow, Blue.	Darley Advise	Complete
6	Darley to advise discharge push pull rod handle scribe mark calibrations for proper flow rate ranges of dry and wet CAFS operation	Darley Advise	Complete
7	At completion of Item 6 above, Darley will provide ALRFPD written acknowledgement of E8162 successful CAFS operation, at which point ALRFPD will release payment of Burton's invoice.	Darley Advise	Complete
8	Darley inquire of FRC how a 1 minute interlock delay can be introduced into AutoCAFS firmware between blow-down and PTO restart operations	Darley Advise	Pending
9	Darley arrange for Odin to supply ALRFPD a Schematic and Installation Review Drawing (Section 3-Page 17) of our actual existing installed Sullair/Odin PTO 150 as installed - Complete with Darley AutoCAFS Commander, discharge port switches, and installation drawing as presently configured. This is essential for maintenance and training purposes.	Darley Provide	Pending
10	ALRFPD calibrate FoamPro 1601 replacement pump discharge rate. ALRFPD calibrate each CAFS discharge rod port for CAFS Dry/Wet Foam settings.	Calibrate	Pending
11	ALRFPD Project Team 8162 CAFS & Documentation handover to Chief for integration into District Training & Incident Response Operations	Handover	Pending
12	Darley to provide details on May 2016 CAFS class in Chippewa Falls, WI.	Darley Advise	Complete
NA	When CAFS Warranty expires, RPM alternator signal will be exchanged for Hall Effect Sensor signal to AutoCAFS, which will require re-calibration. Darley to solicit from FRC exact input signal parameters to effect successful transition at that time.	Darley Assist	Suspend

CAFS Completed 8162 Installation

Engineering Control Panel



AutoCAFS Microcontroller



Meeting Notes

Mendocino County Association of Fire Districts

10:00am Wednesday February 17, 2016

at the Anderson Valley CSD, Boonville

NOTE: Meeting Notes combine/summarize discussions and topics

MEETING - Introductions and Attendees:

Kathleen McKenna (AVCSD), Michael Schaeffer (CCSD), Dave Roderick (HFPD), John Bartlett (H,U,FPA), Tony Orth (BTCSD), Steven Day (Leggett FPD), Linda Talso (RVCFPD), Chris Neary (BTCSD), Andes Avila (AVCSD), Alan Taeger (ALRFPD), Michael Issel (ALRFPD), Lucien Long (ECSD), Ben MacMillan (ECSD), Ed O'Brien (MFPD), Forrest Francis (MFPD), Joe Sutphin (FBFPA), Denise Rose (BTCSD)

Unable to attend: Gerry Gonzales (LLFPD), Emily Strachan (MFPD), Allen Cherry (UVFPD)

Visitors: none

CLOSED SESSION

legal issues

CONTINUING ITEMS:

1. Ballot Measure - although the filed ballot measure is currently in a legal limbo, its creation and existence has definitely gotten the attention of the BoS. The County's lawsuit and associated publicity has kept it in the public eye. There are options available at this point. C Neary circulated a new ballot measure draft ordinance which would withstand virtually any legal challenge. Admittedly, this draft focused exclusively on transparency and didn't address allocation of funding needed by Districts (thus avoiding any possible intrusion on BoS legislative functions).

Another possibility would be to reword the existing ordinance to tie it more closely to the language used in Prop 172. This perhaps would avoid some of the seeming pitfalls which led to the Judge Nadel ruling. B MacMillan offered to work on this draft. This draft would also specify how the funds would be utilized by recipient Districts (also useful in negotiations). According to C Neary, there is still time to submit a revised measure in time for the November election. It was also felt that the County would likely not bring another suit given the public's current reactions.

Although legal issues are still outstanding (cross-complaint to the County's lawsuit and a writ filed with the California Supreme Court challenging the Nadel ruling), negotiations appear to be the best path forward at this point.

2. Negotiations - after much discussion of possible strategies, it was agreed that the best approach for the negotiating committee would be a unified request which seeks the distribution sought in the ballot measure including use of the allocation formula. Based upon comments from Gjerde & Hamburg (in coastal and inland meetings called by Chiefs), having written approval of the formula by each District would be very important for the process. B MacMillan will circulate a document to be approved by Districts, returned, then included in a negotiating packet. Additional points included the possible creation of a standing "technical committee" to be composed of two BoS members and District members. This would ensure an ongoing "seat at the table" representing District interests during future BoS discussions. D Roderick will contact Gjerde & Hamburg (BoS ad hoc) to set up a meeting with the negotiating committee prior to the 3/14/16 BoS budget

meeting.

3. Comments made by Gjerde & Hamburg about tying possible District funding allocations to ERAF shift losses, access to Federal surplus equipment, possible future sales and/or marijuana taxes, etc. were briefly discussed and dismissed.

4. D Rose reported that 13 Districts have now provided input for the information gathering project. She also strongly emphasized beginning negotiations from a position of what's wanted, not starting with the minimum acceptable.
5. The CWPP group reported on two public meetings with Madelin Holtkamp from Fire Safe Council. Generally, public participation in these meeting was very limited. Time is running out to complete data input for this year's cycle ... with a deadline of roughly 2/29/16 to have data returned to Holtkamp. In discussions, most agencies have not seen the current draft CWPP -- M Schaeffer obtained a copy of the document and will forward it for distribution to the group.
6. No new information on the 911 dispatch development of an RFP ... Chief's are still pushing to have stipulated that dispatch services be performed within the County. CVEMS focus is on ambulance not fire dispatch. J Bartlett and other members of the Chiefs' communication committee are continuing their efforts.
7. T Orth noted that CalFire has 16 new authorized positions to work exclusively on shovel ready fire prevention mitigation projects. So, if anyone has such work for these folks, CalFire should be Contacted. These positions are apparently funded by the CDF parcel fees.

FOLLOW-UP ITEMS FOR NEXT MEETING:

1. Negotiating committee report(s) on meetings with BoS ad hoc group and budget meeting
2. Legal updates
3. Ballot measure revised language

NEXT MEETING:

10:00am Wednesday
March 17, 2016
Anderson Valley CSD

Adjourned: 12:20pm