



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING AGENDA

Monday, December 17, 2018, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. Call to order and determination of a quorum:
2. Motion by Secretary Steve Acker to adopt agenda:
3. Public communication to the board: Members of the public may address the board on any matter within the jurisdiction of the board; however, no action will be taken on items not on the agenda. Individuals wishing to address the board regarding items on the agenda may do so when the agenda item is presented.
4. Chief's report: (See packet.)
5. Consent calendar: The following consent items are expected to be routine and non-controversial, and will be acted on by the board in a single action without discussion unless a request is made by a board member or a member of the public to move an item for discussion or separate action.
 - a. Approval of November 19, 2018 regular meeting minutes.
 - b. Acceptance of December 17, 2018 correspondence report.
 - c. Acceptance of submitted current financial reports.
6. Closed session
 - a. Public Employee Appointment of Fire Chief Gov. Code 54957(b)
7. Items for discussion and possible action:
 - a. 8181 PTO expense authorization: Motion by director Acker to approve 8181 PTO modification expense.
 - b. Motion by director Issel to approve final version strategic long range plan. (See packet)
8. Committee Reports: (See packet.)
 - a. Long Term Budget Plan - Issel, Williams
 - b. Facilities and Apparatus –Issel, Taeger
 - c. Mendocino Association of Fire Districts – Taeger (no report)
 - d. Strategic planning – Issel, Surles
 - e. Litigation – Issel, Greenberg
 - f. Operations – Issel
 - g. Public Relations– Issel, Greenberg
 - h. Budget Committee – Issel, Taeger, Williams
9. Directors Discussion:
 - a. Auxiliary barbeque task assignment report.
 - b. Stainless steel tank installation on water tender.
 - c. Application for Facilities use and insurance by non ALRFPD organizations.
10. Board of directors officer elections
11. Adjournment:

Any individual who requires disability related accommodations or modifications, including auxiliary aids and services, in order to participate in the board meeting should contact the board 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.

Fire Department Report, 1 December, 2018, by Ted Williams

• Incident Log

• **2018013065 11/02/2018 1811**

- FIRE, WILDLAND; HIGHWAY 1, MP 41.00, ALBION
- Mutual aid by CalFire
- Ted Williams (8191)
- Michael Rees (8163)
- Andrea Pennebaker (8162)
- Leslie Hrbacek (8162)
- Shaun Lindeblad (8132)
- Jaime Placido (8190)
- Laurie Starr (8190)
- Kenyon Begley
- Maddie Godine
- Kevin Spring (canc)
- On Scene: 1829
- Available: 2001
- Note: There was a secondary incident ½ mile east of the incident listed above. Ted investigated and handled it in WT8191. Fire was next to bridge.

• **20180131210 11/06/2018 0859**

- MEDICAL BRAVO; 40390 LITTLE RIVER AIRPORT ROAD (CABIN), LR
- Ted Williams
- Michael Rees (8135)
- Kenyon Begley (8135)
- Andrea Pennebaker
- Laurie Starr (8130)
- Steve Crowningshield (8132)
- Shaun Lindeblad (8132)
- On Scene: 0913
- Available: 0938

• **2018013323 11/09/2018 0354**

- MEDICAL DELTA; 30300 NAVARRO RIDGE ROAD, ALBION
- Michael Rees (8135)
- Steve Wolfe
- Debbi Wolfe
- Laurie Starr (8130)
- Shaun Lindeblad (8132)
- Ted Williams
- Jaime Placido
- On Scene: 0411
- Available: 0449

• **2018013456 11/12/2018 0449**

- MEDICAL DELTA; 30300 NAVARRO RIDGE ROAD, ALBION
- Ted Williams
- Michael Rees
- Jaime Placido

- Laurie Starr (8130)
- Leslie Hrbacek
- On Scene: 0506
- Available: 0619
- **2018013475 11/12/2018 1450**
 - MEDICAL/TRAFFIC COLLISION; 44963 LITTLE RIVER AIRPORT ROAD, LR
 - Comptche VFD
 - Ted Williams
 - Michael Rees (8135)
 - Leslie Hrbacek (8162)
 - Steve Wolfe
 - Debbi Wolfe
 - Maddy Godine
 - Sheila Klopper
 - Laurie Starr
 - Jaime Placido
 - On Scene: 1503
 - Available: 1600
- **2018013479 11/12/2018 1606**
 - MEDICAL ECHO; 42500 LITTLE RIVER AIRPORT ROAD, LR
 - Ted Williams
 - Michael Rees (8135)
 - Steve Wolfe
 - Debbi Wolfe
 - Laurie Starr
 - Maddy Godine (canc)
 - Roger Nell (canc)
 - Jaime Placido (canc)
 - On Scene: 1611
 - Available: 1702
- **2018013664 11/16/2018 1543**
 - MEDICAL DELTA; 30300 NAVARRO RIDGE ROAD, ALBION
 - Michael Rees (8135)
 - Debbi Wolfe
 - Laurie Starr (8130)
 - Leslie Hrbacek (8130)
 - Shaun Lindeblad (8132)
 - Ted Williams
 - On Scene: 1551
 - Available: 1611
- **2018013682 11/16/2018 2132**
 - MEDICAL BRAVO; 43300 LITTLE RIVER AIRPORT ROAD, #97, LR
 - Jaime Placido
 - Kevin Spring
 - Leslie Hrbacek

- Shaun Lindeblad (8130)
- Laurie Starr (8130)
- Linda Shear
- Windflower
- Ted Williams
- On Scene: 2144
- Available: 2155
- **2018013926 11/22/2018 1422**
 - PUBLIC ASSIST/AGENCY; HIGHWAY 128, MP 5.45; ALBION
 - Ted Williams (8162)
 - Marshall Brown (8162)
 - Laurie Starr
 - Steve Wolfe (canc)
 - Debbi Wolfe (canc)
 - Roger Nell (canc)
 - Spring (canc)
 - On Scene: 1457
 - Available: 1505
- **2018013980 11/23/2018 1520**
 - HAZARDOUS CONDITION; 2710 SPRING GROVE ROAD, ALBION
 - Marshall Brown (8162)
 - Debbi Wolfe
 - Steve Wolfe
 - Jaime Placido
 - Laurie Starr
 - CalFire 1156
 - Maddy Godine (canc)
 - Kenyon Begley (canc)
 - On Scene: 1533
 - Available: 1605
- **2018014090 11/26/2018 1024**
 - MEDICAL BRAVO; 3810 ALBION RIDGE D ROAD, ALBION
 - Michael Rees (8135)
 - Kenyon Begley (8135)
 - Andrea Pennebaker (8162)
 - Laurie Starr (8162)
 - Shaun Lindeblad (8132)
 - Maddy Godine
 - Colton Hendricks
 - On Scene: 1033
 - Available: 1101
- **Maintenance**
 - **Engine 8180**
 - failed pump test, vendor has not yet provided quote (out of concern for complexity)
 - **Engine 8181**

- Fort Bragg Diesel found fluid seeping at PTO/transmission seal. They cannot tighten, because the PTO will not clear the transmission. Fort Bragg Diesel claims it is a design defect with the PTO being improperly installed. Secretary Acker has made contact with Golden State Apparatus. Williams provided photos.
- Coolant reservoir was cross threaded. Fort Bragg Diesel believes the truck was delivered this way. Replaced tank. Resolved
 - passed pump test
- **Engine 8190**
 - Air bag for seat failed. Replaced by Fort Bragg Diesel.
 - passed pump test
- **Rescue 8130**
 - Rear brakes are at failure. FB Diesel is not convinced they can obtain the necessary parts. In order to determine, they need to disassemble components. Do we want to incur this expense to further diagnose?
 - Engine Oil Leak
 - Engine cooler leak
 - Engine coolant leak
 - Power steering hose is leaking
 - current cost estimate is \$3-5k
 - The vehicle will remain out of service.
- **Rescue 8135**
 - Received notice from Ford regarding possible door lock failure. Firefighters have not experienced the failure to date.
 - Relocated to Albion Ridge (now that 8130 is out of service)
- **Engine 8162**
 - passed pump test
 - primer inoperable
- **Engine 8163**
 - passed pump test on second attempt
- **Tender 8191**
 - passed pump test
- **Middle Ridge water tank**
 - Jaime Placido coordinated the repair of the defective 5000 gallon tank at 812, installed fittings, identified a willing property owner on Middle Ridge Road, installed the tank and filled it. Williams will work on MOU with Terry Gross. This provides roadside water where fire water is scarce.
- **Strike Team**
 - Our crew returned. No injuries.
 - Four OES payments are pending.
- **Training**
 - 10 firefighters will be taking the January EMT course
 - 9 firefighters require Title 22 public safety first aid, which will be hosted by Mendocino Fire in January(ish)



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, November 19, 2018, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:** Meeting called to order at 7:04 PM by President Issel. Board members Taeger, Acker, Greenberg and, Surlles present. Also present Chief Williams, district counsel Terry Gross, Mark Marshall, two fire fighters and three members of the public.
 - a. **Motion by Secretary Steve Acker to adopt agenda:** Motion amended to include changes to item 7a Public Employee Performance Evaluation and Appointment of Fire Chief Gov. Code 54957(b) and addition of 7b Pending Litigation: MRC v. County of Mendocino. Gov Code 54956.9 (d) (1).
2. **Public communication to the board:** A member of the public expressed concern that the Chief has a longer response time from his current residence. The Chief responded that response time is shorter.
3. **Chief's report:** (See packet.)
4. **Consent calendar:** Approved with amendments by a board vote of 5 ayes
 - a. **Approval of October 15, 2018 regular meeting minutes.** Item 6a from October 15, 2018 regular meeting minutes amended to: **Motion by director Taeger to pay outstanding Golden State Apparatus invoices 7/17/18 C1012296, 7/3/18 C1012198.** After discussion motion amended to deny payment of outstanding Golden State Apparatus invoices. Amended motion approved by a vote of 5 ayes.
 - b. **Approval of November 2, 2018 Special Meeting Minutes**
 - c. **Acceptance of November 19, 2018 correspondence report.**
 - d. **Acceptance of submitted current financial reports.**
5. **Proposal for Knoxbox security system at The Woods.**
6. **Closed session: Adjourned to closed session at 7:26 pm**
 - a. **Public Employee Performance Evaluation and Appointment of Fire Chief Gov. Code 54957(b)**
 - b. **Pending Litigation: MRC v. County of Mendocino. Gov Code 54956.9 (d) (1).**
Returned to regular meeting at 8:30 pm. No reportable action taken in closed session.
7. **Items for discussion and possible action:**
 - a. **Motion by director Issel to designate as surplus property 8170, 8196, boat and trailer, and 8130 whenever 8135 is stationed at Station 810.** Motion amended to include as surplus property steel tank previously removed from tender 8190 and 8171-US Forest Service loaner engine. Passed as amended with a vote of 5 ayes
8. **Committee Reports:** (See packet.)
 - a. **Long Term Budget Plan - Issel, Williams**
 - b. **Facilities and Apparatus -Issel, Taeger**
 - c. **Mendocino Association of Fire Districts - Taeger (no report)**
 - d. **Strategic planning - Issel, Surlles**
 - e. **Litigation - Issel, Greenberg**
 - f. **Operations - Issel**
 - g. **Public Relations- Issel, Greenberg**
 - h. **Budget Committee - Issel, Taeger, Williams**
9. **Directors Discussion:**
 - a. **Draft Strategic Plan discussion for subsequent workshop review and finalization.**
 - b. **Director Greenberg after touring the District, noted a general unpreparedness for wildfire in the district**
 - c. **Auxiliary barbeque report.** A BBQ task assignment proposal list was presented by the Auxiliary for comment. The Firefighters and Board agreed to respond to the Auxiliary's list with a yes no or maybe response to Auxiliary to be given by Jan 1, 2019.
 - d. **Stainless steel tank installation on water tender.** Possibly move tank installation to another vendor depending on timing of installation.
 - e. **Chief Williams met with John Anderson of MRC to consider opening roads for emergency escape routes.**
 - f. **Resignation letter was presented by Director Taeger effective November 30th**
 - g. **Application for Facilities use and insurance by non ALRFPD organizations.** Not discussed
10. **Adjournment:** Regular meeting adjourned at 9:25 pm.



**BOARD OF DIRECTORS REGULAR MEETING
MONDAY, December 17, 2018
CORRESPONDENCE REPORT**

- November 1, 2018 -Received email from Marshall Brown regarding letter of transition out.
- November 3, 2018 -Received two letters by USPS requesting testing assistance.
-Received letter by USPS from IAFC regarding membership application.
- November 5, 2018 -Received email from Ted Williams to firefighter personnel regarding EMT course training registration date.
- November 9, 2018 -Received letter by USPS from CAL OES regarding request for reimbursement.
-Received letter by USPS from NFPA re: membership application
-Received letter by USPS from DGS – California Department of General Services, regarding eligibility for federal surplus property.
- November 19, 2018 -Received email from Mendocino County Auditor’s Officer regarding October 2018 monthly reports.
- November 20, 2018 -Received email from Alan Taeger regarding resignation from Board of Directors.
- November 28, 2018 -Received letter by USPS from Mendocino Controller re: 2017-018 Special District Financial Transaction Report.
-Received letter by USPS from Mendocino County Department of Planning regarding Permit Modification for Nicola.

Albion Little River Fire Protection District
Balance Sheet
As of November 30, 2018

	Nov 30, 18
ASSETS	
Current Assets	
Checking/Savings	
Fee Service Fund	5,000.00
District Checking	32,204.62
County Held Funds	273,908.61
Building Fund - Checking	10,606.89
Fire Department - Donations	240,366.49
Total Checking/Savings	562,086.61
Other Current Assets	
Loan - A Pennebaker	1,100.00
Total Other Current Assets	1,100.00
Total Current Assets	563,186.61
Fixed Assets	
Accumulated Depreciation	-611,890.00
Building & Improvements	403,552.00
Firefighting Equipment	503,254.00
Land	
escrow fees	2,287.68
Land - Other	375,683.00
Total Land	377,970.68
Total Fixed Assets	672,886.68
TOTAL ASSETS	1,236,073.29
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-700.00
Total Accounts Payable	-700.00
Credit Cards	
Umpqua Bank	305.48
Total Credit Cards	305.48
Total Current Liabilities	-394.52
Total Liabilities	-394.52
Equity	
30000 · Opening Balance Equity	588,887.94

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Accrual Basis

Albion Little River Fire Protection District
Balance Sheet
As of November 30, 2018

	<u>Nov 30, 18</u>
32000 · Retained Earnings	701,002.13
Net Income	<u>-53,422.26</u>
Total Equity	1,236,467.81
TOTAL LIABILITIES & EQUITY	<u>1,236,073.29</u>

Albion Little River Fire Protection District Revenue & Expense Budget vs. Actual July through November 2018

	Jul - Nov 18	Budget	\$ Over Budget	% of Budget
Income				
82-1110 · CURRENT SECURED TAX	0.00	83,618.00	-83,618.00	0.0%
82-1120 · CURRENT UNSECURED TAX	0.00	2,487.00	-2,487.00	0.0%
82-1130 · SB813 SUPPLEMENTAL TAX	0.00	366.00	-366.00	0.0%
82-1220 · PRIOR UNSECURED TAX	0.00	44.00	-44.00	0.0%
82-1300 · SPECIAL TAX	0.00	191,000.00	-191,000.00	0.0%
82-1510 · SALES TAX-PUBLIC SAFETY	14,531.00	14,482.00	49.00	100.3%
82-1600 · TIMBER TAX	0.00	303.00	-303.00	0.0%
82-4100 · INTEREST INCOME	0.00	2,200.00	-2,200.00	0.0%
82-5481 · HOMEOWNER PROPERTY TAX	0.00	749.00	-749.00	0.0%
Total Income	14,531.00	295,249.00	-280,718.00	4.9%
Gross Profit	14,531.00	295,249.00	-280,718.00	4.9%
Expense				
66000 · Payroll Expenses				
wages	281.67			
Total 66000 · Payroll Expenses	281.67			
86-1011 · Regular Employees	0.00	40,000.00	-40,000.00	0.0%
86-1014 · MISC EMPLOYEE BENEFITS	0.00	1,500.00	-1,500.00	0.0%
86-1035 · WORKERS COMPENSATION IN	7,394.00	9,000.00	-1,606.00	82.2%
86-2050 · CLOTHING & PERSONAL ITE	0.00	35,000.00	-35,000.00	0.0%
86-2060 · COMMUNICATIONS				
INTERNET SERVICE				
Comcast	446.60			
INTERNET SERVICE - Other	178.95			
Total INTERNET SERVICE	625.55			
web design	375.00			
WEBHOSTING	144.00			
86-2060 · COMMUNICATIONS - Other	853.04	6,000.00	-5,146.96	14.2%
Total 86-2060 · COMMUNICATIONS	1,997.59	6,000.00	-4,002.41	33.3%
86-2080 · FOOD	327.90	2,000.00	-1,672.10	16.4%
86-2101 · INSURANCE GENERAL	11,703.00	11,703.00	0.00	100.0%
86-2120 · MAINTENANCE EQUIPMENT				
Site Maintenance	90.51			
Medical Equipment	501.00			
Radio Maintenance	26.99			
Vehicle Maintenance				
8162	9.30			
8180	8,219.38			
8181	5,328.28			
8199 Jet Ski	2.42			
Vehicle Maintenance - Other	117.93			
Total Vehicle Maintenance	13,677.31			
86-2120 · MAINTENANCE EQUIPMENT - Other	1,052.85	25,000.00	-23,947.15	4.2%

Albion Little River Fire Protection District Revenue & Expense Budget vs. Actual July through November 2018

	Jul - Nov 18	Budget	\$ Over Budget	% of Budget
Total 86-2120 · MAINTENANCE EQUIPMENT	15,348.66	25,000.00	-9,651.34	61.4%
86-2130 · MAINTENANCE STRUCTURES				
Mowing	8.28			
Station 812				
Gravel	2,652.22			
Station 812 - Other	2,397.87			
Total Station 812	5,050.09			
86-2130 · MAINTENANCE STRUCTURES - Other	1,842.04	7,000.00	-5,157.96	26.3%
Total 86-2130 · MAINTENANCE STRUCTURES	6,900.41	7,000.00	-99.59	98.6%
86-2140 · MEDICAL, LAB SUPPLIES				
Gasses				
Eureka Oxygen	612.52			
Total Gasses	612.52			
86-2140 · MEDICAL, LAB SUPPLIES - Other	0.00	6,000.00	-6,000.00	0.0%
Total 86-2140 · MEDICAL, LAB SUPPLIES	612.52	6,000.00	-5,387.48	10.2%
86-2150 · MEMBERSHIPS	1,143.00	1,500.00	-357.00	76.2%
86-2170 · DISTRICT OFFICE SUPPLIE				
late fee	1.86			
Paper, Ink, Materials	163.29			
Postage	54.00			
Printing & Copying Services	13.78			
Software	62.99			
86-2170 · DISTRICT OFFICE SUPPLIE - Other	240.00	5,000.00	-4,760.00	4.8%
Total 86-2170 · DISTRICT OFFICE SUPPLIE	535.92	5,000.00	-4,464.08	10.7%
86-2181 · AUDITING & FISCAL SERVI				
Bank charge	60.00			
Bookkeeping Services	720.00			
86-2181 · AUDITING & FISCAL SERVI - Other	0.00	8,500.00	-8,500.00	0.0%
Total 86-2181 · AUDITING & FISCAL SERVI	780.00	8,500.00	-7,720.00	9.2%
86-2185 · MED AND DENTAL	353.00	1,500.00	-1,147.00	23.5%
86-2187 · EDUCATION & TRAINING				
Food	315.61			
86-2187 · EDUCATION & TRAINING - Other	2,001.85	18,500.00	-16,498.15	10.8%
Total 86-2187 · EDUCATION & TRAINING	2,317.46	18,500.00	-16,182.54	12.5%
86-2189 · PROFESIONAL & SPECIAL SERVICES				
District Counsel Services	7,661.69			
86-2189 · PROFESIONAL & SPECIAL SERVICES - Other	0.00	41,000.00	-41,000.00	0.0%
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES	7,661.69	41,000.00	-33,338.31	18.7%
86-2200 · RENT- LEASE EQUIPMENT				
8130 Lease Purchase				

Albion Little River Fire Protection District Revenue & Expense Budget vs. Actual July through November 2018

	Jul - Nov 18	Budget	\$ Over Budget	% of Budget
Interest 8130	5,913.93			
Principal 8130	9,188.72			
Total 8130 Lease Purchase	15,102.65			
8181 8191 Lease Purchase				
Interest 8181 8191	12,653.46			
Principal 8181 8191	12,346.54			
Total 8181 8191 Lease Purchase	25,000.00			
86-2200 · RENT- LEASE EQUIPMENT - Other	0.00	95,000.00	-95,000.00	0.0%
Total 86-2200 · RENT- LEASE EQUIPMENT	40,102.65	95,000.00	-54,897.35	42.2%
86-2231 · ELECTION SUPERVISION & SERVICES	0.00	500.00	-500.00	0.0%
86-2250 · TRANSPORTATION & TRAVEL				
FLEET FUEL				
Bulk Fuel Delivery	2,532.02			
FLEET FUEL - Other	295.27			
Total FLEET FUEL	2,827.29			
86-2250 · TRANSPORTATION & TRAVEL - Other	532.25	12,000.00	-11,467.75	4.4%
Total 86-2250 · TRANSPORTATION & TRAVEL	3,359.54	12,000.00	-8,640.46	28.0%
86-2260 · UTILITIES				
Albion Water District	270.00			
PG&E	864.92			
Suburban Propane	279.77			
Thompson Septic Service	1,139.40			
Waste Management	139.50			
86-2260 · UTILITIES - Other	0.00	6,000.00	-6,000.00	0.0%
Total 86-2260 · UTILITIES	2,693.59	6,000.00	-3,306.41	44.9%
86-3113 · PAYMENTS TO GOVT AGENCIES				
LAFCO-DUES	527.49			
86-3113 · PAYMENTS TO GOVT AGENCIES - Other	117.00	3,500.00	-3,383.00	3.3%
Total 86-3113 · PAYMENTS TO GOVT AGENCIES	644.49	3,500.00	-2,855.51	18.4%
86-4360 · BUILDINGS & IMPROVEMENT				
STATION 812	9,860.59			
86-4360 · BUILDINGS & IMPROVEMENT - Other	1,272.10	85,000.00	-83,727.90	1.5%
Total 86-4360 · BUILDINGS & IMPROVEMENT	11,132.69	85,000.00	-73,867.31	13.1%
86-4370 · EQUIPMENT (PURCHASE)				
Firefighting Equipment				
Site Maintenance	151.99			
Total Firefighting Equipment	151.99			
Medical Equipment	1,593.26			
Radios	2,016.36			

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Accrual Basis

**Albion Little River Fire Protection District
Revenue & Expense Budget vs. Actual
July through November 2018**

	<u>Jul - Nov 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
86-4370 · EQUIPMENT (PURCHASE) - Other	12,829.03	125,000.00	-112,170.97	10.3%
Total 86-4370 · EQUIPMENT (PURCHASE)	16,590.64	125,000.00	-108,409.36	13.3%
Total Expense	131,880.42	546,203.00	-414,322.58	24.1%
Net Income	<u>-117,349.42</u>	<u>-250,954.00</u>	<u>133,604.58</u>	<u>46.8%</u>

Albion Little River Fire Protection District Revenue & Expense Detail July through November 2018

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Income									
82-1510 · SALES TAX-PUBLIC SAFETY									
Deposit	08/30/2018			Deposit	District		County Held F...	14,531.00	14,531.00
Total 82-1510 · SALES TAX-PUBLIC SAFETY								14,531.00	14,531.00
Total Income								14,531.00	14,531.00
Gross Profit								14,531.00	14,531.00
Expense									
66000 · Payroll Expenses									
wages									
Check	11/20/2018	10398	Wendy Meyer	Wendy Meyer...	District		District Checking	281.67	281.67
Total wages								281.67	281.67
Total 66000 · Payroll Expenses								281.67	281.67
86-1035 · WORKERS COMPENSATION IN									
Check	07/10/2018	10336	Golden State Risk M...	7/1/18-7/1/19 ...	District		District Checking	7,394.00	7,394.00
Total 86-1035 · WORKERS COMPENSATION IN								7,394.00	7,394.00
86-2060 · COMMUNICATIONS									
INTERNET SERVICE									
Comcast									
Check	07/18/2018	ACH	Comcast/Xfinity	81553005701...	District		District Checking	89.32	89.32
Check	08/20/2018	ACH	Comcast/Xfinity	81553005701...	District		District Checking	89.32	178.64
Check	09/18/2018	ACH	Comcast/Xfinity	81553005701...	District		District Checking	89.32	267.96
Check	10/18/2018	ACH	Comcast/Xfinity	8155300/5700...	District		District Checking	89.32	357.28
Check	11/08/2018	ACH	Comcast/Xfinity	81553005701...	District		District Checking	89.32	446.60
Total Comcast								446.60	446.60
INTERNET SERVICE - Other									
Check	07/31/2018	ACH	Verizon Wireless		District		District Checking	35.84	35.84
Check	08/29/2018	ACH	Verizon Wireless		District		District Checking	35.91	71.75
Check	10/01/2018	ACH	Verizon Wireless		District		District Checking	35.71	107.46
Check	11/01/2018	ACH	Verizon Wireless		District		District Checking	35.64	143.10
Check	11/29/2018	ACH	Verizon Wireless		District		District Checking	35.85	178.95
Total INTERNET SERVICE - Other								178.95	178.95
Total INTERNET SERVICE								625.55	625.55
web design									
Check	07/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	75.00
Check	08/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	150.00
Check	09/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	225.00
Check	10/25/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	300.00

Albion Little River Fire Protection District Revenue & Expense Detail July through November 2018

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	11/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	375.00
Total web design								375.00	375.00
WEBHOSTING									
Credit Card Charge	07/06/2018		Register.com		District		Umpqua Bank	144.00	144.00
Total WEBHOSTING								144.00	144.00
86-2060 · COMMUNICATIONS - Other									
Credit Card Charge	07/02/2018		SLACK		District		Umpqua Bank	109.83	109.83
Credit Card Charge	08/02/2018		SLACK		District		Umpqua Bank	125.65	235.48
Credit Card Charge	09/02/2018		SLACK		District		Umpqua Bank	117.15	352.63
Credit Card Charge	10/02/2018		SLACK		District		Umpqua Bank	152.74	505.37
Deposit	10/31/2018		ECG Enhanced Co...	Replaced EF...	District		District Checking	-15.53	489.84
Credit Card Charge	11/02/2018		SLACK		District		Umpqua Bank	152.74	642.58
Check	11/20/2018	10399	Bank of The West	Dropbox Pay...	District		District Checking	99.00	741.58
Check	11/21/2018	10406	Umpqua Bank	Slack Billing ...	District		District Checking	111.46	853.04
Total 86-2060 · COMMUNICATIONS - Other								853.04	853.04
Total 86-2060 · COMMUNICATIONS								1,997.59	1,997.59
86-2080 · FOOD									
Check	10/10/2018	10384	Michael Rees	Incident Food	District		District Checking	113.48	113.48
Check	11/21/2018	10406	Umpqua Bank	Jensen's Rest...	District		District Checking	30.57	144.05
Check	11/21/2018	10406	Umpqua Bank	Main Street B...	District		District Checking	36.21	180.26
Check	11/21/2018	10406	Umpqua Bank	Jack In The B...	District		District Checking	17.68	197.94
Check	11/21/2018	10406	Umpqua Bank	Manzanita Re...	District		District Checking	77.38	275.32
Check	11/21/2018	10406	Umpqua Bank	Main Street B...	District		District Checking	43.41	318.73
Check	11/21/2018	10406	Umpqua Bank	Jack in the Bo...	District		District Checking	9.17	327.90
Total 86-2080 · FOOD								327.90	327.90
86-2101 · INSURANCE GENERAL									
Check	07/10/2018	10336	Golden State Risk M...	7/1/18-7/1/19 ...	District		District Checking	11,703.00	11,703.00
Total 86-2101 · INSURANCE GENERAL								11,703.00	11,703.00
86-2120 · MAINTENANCE EQUIPMENT									
Site Maintenance									
Check	08/07/2018	10352	Village Hardware	Acct #113	District		District Checking	0.49	0.49
Check	09/05/2018	10373	Alan Taeger	replacement p...	District		District Checking	36.66	37.15
Check	10/01/2018	10378	Village Hardware	Acct #113	District		District Checking	9.70	46.85
Check	11/14/2018	10397	Village Hardware	Acct #113 Ref...	District		District Checking	43.66	90.51
Total Site Maintenance								90.51	90.51
Medical Equipment									
Credit Card Charge	07/09/2018	1711425	AMAZON MKTPLA...	battery AED	District		Umpqua Bank	185.00	185.00

Albion Little River Fire Protection District Revenue & Expense Detail July through November 2018

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Credit Card Charge	09/05/2018		AMAZON MKTPLA...	3681837	District		Umpqua Bank	316.00	501.00
Total Medical Equipment								501.00	501.00
Radio Maintenance									
Credit Card Charge	08/09/2018		AMAZON MKTPLA...	antenna	District		Umpqua Bank	26.99	26.99
Total Radio Maintenance								26.99	26.99
Vehicle Maintenance									
8162									
Check	10/10/2018	10384	Michael Rees	Cleaning Sup...	District		District Checking	9.30	9.30
Total 8162								9.30	9.30
8180									
Check	10/01/2018	10379	Fort Bragg Diesel Inc	Invoice #29209	District		District Checking	6,436.62	6,436.62
Check	11/28/2018	10409	Fort Bragg Diesel Inc	Invoice #29687	District		District Checking	1,782.76	8,219.38
Total 8180								8,219.38	8,219.38
8181									
Check	10/01/2018	10379	Fort Bragg Diesel Inc	Invoice #29390	District		District Checking	2,333.35	2,333.35
Check	11/03/2018	10392	Golden State Emerg...	Invoice No's: ...	District		District Checking	2,477.43	4,810.78
Check	11/28/2018	10409	Fort Bragg Diesel Inc	Invoice #29806	District		District Checking	517.50	5,328.28
Total 8181								5,328.28	5,328.28
8199 Jet Ski									
Check	08/07/2018	10352	Village Hardware	Acct #113	District		District Checking	2.42	2.42
Total 8199 Jet Ski								2.42	2.42
Vehicle Maintenance - Other									
Check	08/07/2018	10352	Village Hardware	Acct #113	District		District Checking	41.72	41.72
Check	08/07/2018	10358	Rossi's Building Mat...	7/02	District		District Checking	76.21	117.93
Total Vehicle Maintenance - Other								117.93	117.93
Total Vehicle Maintenance								13,677.31	13,677.31
86-2120 · MAINTENANCE EQUIPMENT - Other									
Check	09/05/2018	10369	Pace Supply	08/28	District		District Checking	492.38	492.38
Check	09/05/2018	10369	Pace Supply	08/30	District		District Checking	250.47	742.85
Check	11/21/2018	10406	Umpqua Bank	Amazon Orde...	District		District Checking	310.00	1,052.85
Total 86-2120 · MAINTENANCE EQUIPMENT - Other								1,052.85	1,052.85
Total 86-2120 · MAINTENANCE EQUIPMENT								15,348.66	15,348.66
86-2130 · MAINTENANCE STRUCTURES									
Mowing									

Albion Little River Fire Protection District Revenue & Expense Detail July through November 2018

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Credit Card Charge	07/03/2018		Red Rhino Express	mower fuel	District		Umpqua Bank	8.28	8.28
Total Mowing								8.28	8.28
Station 812									
Gravel									
Credit Card Charge	07/16/2018		Geo Aggregates		District		Umpqua Bank	523.70	523.70
Credit Card Charge	08/14/2018		Geo Aggregates		District		Umpqua Bank	2,128.52	2,652.22
Total Gravel								2,652.22	2,652.22
Station 812 - Other									
Check	08/07/2018	10357	Mendocino Coast W...	7-25-18 07/31...	District		District Checking	280.63	280.63
Check	10/10/2018	10385	Mendocino Coast W...	9-22-18	District		District Checking	429.74	710.37
Check	11/14/2018	10396	David Lindstrom	Bobcat work ...	District		District Checking	1,687.50	2,397.87
Total Station 812 - Other								2,397.87	2,397.87
Total Station 812								5,050.09	5,050.09
86-2130 · MAINTENANCE STRUCTURES - Other									
Check	11/14/2018	10394	Wendy Meyer	Station 810 Cl...	District		District Checking	27.88	27.88
Check	11/14/2018	10395	Kibesillah Rock Co...	Inv. 23413/14 ...	District		District Checking	1,437.84	1,465.72
Check	11/21/2018	10406	Umpqua Bank	Mendocino H...	District		District Checking	32.31	1,498.03
Check	11/21/2018	10406	Umpqua Bank	Amazon Orde...	District		District Checking	344.01	1,842.04
Total 86-2130 · MAINTENANCE STRUCTURES - Other								1,842.04	1,842.04
Total 86-2130 · MAINTENANCE STRUCTURES								6,900.41	6,900.41
86-2140 · MEDICAL, LAB SUPPLIES									
Gasses									
Eureka Oxygen									
Check	07/23/2018	10348	Eureka Oxygen Co	invoice DM00...	District		District Checking	120.20	120.20
Check	08/07/2018	10351	Eureka Oxygen Co	DM00706049 ...	District		District Checking	124.04	244.24
Check	09/30/2018	10375	Eureka Oxygen Co	VOID:	District	X	District Checking	0.00	244.24
Check	10/01/2018	10376	Eureka Oxygen Co	invoice DM00...	District		District Checking	124.04	368.28
Check	10/10/2018	10388	Eureka Oxygen Co		District		District Checking	120.20	488.48
Check	11/20/2018	10404	Eureka Oxygen Co	Customer No:...	District		District Checking	124.04	612.52
Total Eureka Oxygen								612.52	612.52
Total Gasses								612.52	612.52
Total 86-2140 · MEDICAL, LAB SUPPLIES								612.52	612.52
86-2150 · MEMBERSHIPS									
Check	11/14/2018	10393	California Special Di...	Dues 2019	District		District Checking	1,143.00	1,143.00
Total 86-2150 · MEMBERSHIPS								1,143.00	1,143.00
86-2170 · DISTRICT OFFICE SUPPLIE									

Albion Little River Fire Protection District
Revenue & Expense Detail
 July through November 2018

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
late fee									
Check	09/30/2018	10375	Eureka Oxygen Co	VOID:	District	X	District Checking	0.00	0.00
Check	10/10/2018	10388	Eureka Oxygen Co		District		District Checking	1.86	1.86
Total late fee								1.86	1.86
Paper, Ink, Materials									
Check	08/13/2018	10364	Office Depot	Invoice 17780...	District		District Checking	163.29	163.29
Total Paper, Ink, Materials								163.29	163.29
Postage									
Check	08/07/2018	10356	USPS	PO Box fee	District		District Checking	54.00	54.00
Total Postage								54.00	54.00
Printing & Copying Services									
Check	08/07/2018	10354	The Color Mill	810 survey co...	District		District Checking	11.98	11.98
Check	09/05/2018	10368	The Color Mill	810 survey co...	District		District Checking	1.80	13.78
Total Printing & Copying Services								13.78	13.78
Software									
Credit Card Charge	08/25/2018		AMAZON MKTPLA...	antenna	District		Umpqua Bank	62.99	62.99
Total Software								62.99	62.99
86-2170 · DISTRICT OFFICE SUPPLIE - Other									
Check	11/21/2018	10406	Umpqua Bank	Docu-Sign Su...	District		District Checking	240.00	240.00
Total 86-2170 · DISTRICT OFFICE SUPPLIE - Other								240.00	240.00
Total 86-2170 · DISTRICT OFFICE SUPPLIE								535.92	535.92
86-2181 · AUDITING & FISCAL SERVI									
Bank charge									
Check	11/08/2018	ACH			District		District Checking	60.00	60.00
Total Bank charge								60.00	60.00
Bookkeeping Services									
Check	07/10/2018	10345	Rachel Miller Bookk...	1368	District		District Checking	150.00	150.00
Check	08/07/2018	10359	Rachel Miller Bookk...	1396	District		District Checking	230.00	380.00
Check	09/05/2018	10371	Rachel Miller Bookk...	1429	District		District Checking	120.00	500.00
Check	10/10/2018	10387	Rachel Miller Bookk...	1462	District		District Checking	70.00	570.00
Check	11/20/2018	10402	Rachel Miller Bookk...	Inv. 1492	District		District Checking	150.00	720.00
Total Bookkeeping Services								720.00	720.00
Total 86-2181 · AUDITING & FISCAL SERVI								780.00	780.00
86-2185 · MED AND DENTAL									

Albion Little River Fire Protection District Revenue & Expense Detail July through November 2018

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	07/10/2018	10340	Mendocino Coast Cli...	Andrea Penn...	District		District Checking	228.00	228.00
Check	11/20/2018	10403	Sanford Brown, MD	Ref: Jamie C...	District		District Checking	125.00	353.00
Total 86-2185 · MED AND DENTAL								353.00	353.00
86-2187 · EDUCATION & TRAINING									
Food									
Credit Card Charge	07/21/2018		ALBION GROCERY		District		Umpqua Bank	65.87	65.87
Credit Card Charge	07/22/2018		Albion River Campgr...		District		Umpqua Bank	66.88	132.75
Credit Card Charge	08/02/2018		Frankie's		District		Umpqua Bank	182.86	315.61
Total Food								315.61	315.61
86-2187 · EDUCATION & TRAINING - Other									
Check	08/07/2018	10355	Nathaniel Norling	06/07, 07/19	District		District Checking	300.00	300.00
Credit Card Charge	09/06/2018		Cypress Holdings Inc.	914267	District		Umpqua Bank	24.61	324.61
Check	10/01/2018	10380	MENDOCINO FIRE ...	ASHI CPR & ...	District		District Checking	9.00	333.61
Check	10/23/2018	10390	ZO OFFICE SUPPLY	Invoice No. 7...	District		District Checking	720.39	1,054.00
Check	11/21/2018	10406	Umpqua Bank	Amazon Orde...	District		District Checking	116.29	1,170.29
Check	11/21/2018	10406	Umpqua Bank	Mendocino C...	District		District Checking	82.00	1,252.29
Check	11/21/2018	10406	Umpqua Bank	Twin Pine Hot...	District		District Checking	91.56	1,343.85
Check	11/21/2018	10407	MENDOCINO COLL...	Craig C. Hath...	District		District Checking	358.00	1,701.85
Check	11/28/2018	10408	Nathaniel Norling	eimbursement...	District		District Checking	300.00	2,001.85
Total 86-2187 · EDUCATION & TRAINING - Other								2,001.85	2,001.85
Total 86-2187 · EDUCATION & TRAINING								2,317.46	2,317.46
86-2189 · PROFESIONAL & SPECIAL SERVICES									
District Counsel Services									
Check	07/10/2018	10342	Terry N. Gross	MRC	District		District Checking	5,406.25	5,406.25
Check	08/07/2018	10353	ZO OFFICE SUPPLY	720874 6/21/18	District		District Checking	22.44	5,428.69
Check	08/13/2018	10362	Atkinson, Andelson, ...	invoice 546112	District		District Checking	375.00	5,803.69
Check	08/13/2018	10362	Atkinson, Andelson, ...	invoice 548086	District		District Checking	300.00	6,103.69
Check	10/01/2018	10377	Terry N. Gross	MRC invoice 60	District		District Checking	370.00	6,473.69
Check	10/01/2018	10377	Terry N. Gross	MRC invoice 61	District		District Checking	888.00	7,361.69
Check	10/01/2018	10383	Atkinson, Andelson, ...	invoice 552159	District		District Checking	300.00	7,661.69
Total District Counsel Services								7,661.69	7,661.69
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES								7,661.69	7,661.69
86-2200 · RENT- LEASE EQUIPMENT									
8130 Lease Purchase									
Interest 8130									
Check	07/10/2018	10337	Santa Cruz County ...	Account #900...	District		District Checking	2,988.29	2,988.29
Check	10/01/2018	10381	Santa Cruz County ...	Account #900...	District		District Checking	2,925.64	5,913.93
Total Interest 8130								5,913.93	5,913.93
Principal 8130									

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Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	07/10/2018	10337	Santa Cruz County ...	Account #900...	District		District Checking	4,567.72	4,567.72
Check	10/01/2018	10381	Santa Cruz County ...	Account #900...	District		District Checking	4,621.00	9,188.72
Total Principal 8130								9,188.72	9,188.72
Total 8130 Lease Purchase								15,102.65	15,102.65
8181 8191 Lease Purchase									
Interest 8181 8191									
Check	07/10/2018	10338	Santa Cruz County ...	900482080	District		District Checking	6,363.59	6,363.59
Check	10/01/2018	10382	Santa Cruz County ...	Account #900...	District		District Checking	6,289.87	12,653.46
Total Interest 8181 8191								12,653.46	12,653.46
Principal 8181 8191									
Check	07/10/2018	10338	Santa Cruz County ...	900482080	District		District Checking	6,136.41	6,136.41
Check	10/01/2018	10382	Santa Cruz County ...	Account #900...	District		District Checking	6,210.13	12,346.54
Total Principal 8181 8191								12,346.54	12,346.54
Total 8181 8191 Lease Purchase								25,000.00	25,000.00
Total 86-2200 · RENT- LEASE EQUIPMENT								40,102.65	40,102.65
86-2250 · TRANSPORTATION & TRAVEL									
FLEET FUEL									
Bulk Fuel Delivery									
Check	08/13/2018	10361	Redwood Coast Fuels	invoice 19468...	District		District Checking	-1,235.68	-1,235.68
Check	08/13/2018	10361	Redwood Coast Fuels	invoice 09481...	District		District Checking	1,628.90	393.22
Check	08/13/2018	10361	Redwood Coast Fuels	invoice 09477...	District		District Checking	988.85	1,382.07
Check	09/05/2018	10372	Redwood Coast Fuels	invoice 11010...	District		District Checking	455.96	1,838.03
Check	11/20/2018	10400	Redwood Coast Fuels	Invoice 01021...	District		District Checking	693.99	2,532.02
Total Bulk Fuel Delivery								2,532.02	2,532.02
FLEET FUEL - Other									
Check	10/10/2018	10384	Michael Rees		District		District Checking	295.27	295.27
Total FLEET FUEL - Other								295.27	295.27
Total FLEET FUEL								2,827.29	2,827.29
86-2250 · TRANSPORTATION & TRAVEL - Other									
Check	11/21/2018	10406	Umpqua Bank	Chevron 10/1...	District		District Checking	79.58	79.58
Check	11/21/2018	10406	Umpqua Bank	Chevron 10-1...	District		District Checking	47.28	126.86
Check	11/21/2018	10406	Umpqua Bank	SubSurface P...	District		District Checking	405.39	532.25
Total 86-2250 · TRANSPORTATION & TRAVEL - Other								532.25	532.25
Total 86-2250 · TRANSPORTATION & TRAVEL								3,359.54	3,359.54
86-2260 · UTILITIES									

Albion Little River Fire Protection District
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Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Albion Water District									
Check	07/10/2018	10344	Albion Mutual Water...	1819-108	District		District Checking	135.00	135.00
Check	10/10/2018	10386	Albion Mutual Water...		District		District Checking	135.00	270.00
Total Albion Water District								270.00	270.00
PG&E									
Check	07/16/2018	ACH	PG&E	0210095100-9	District		District Checking	180.30	180.30
Check	08/16/2018	ACH	PG&E	0210095100-9	District		District Checking	198.62	378.92
Check	09/16/2018	ACH	PG&E	0210095100-9	District		District Checking	145.33	524.25
Check	10/16/2018	ACH	PG&E	0210095100-9	District		District Checking	167.26	691.51
Check	11/16/2018	ACH	PG&E	0210095100-9	District		District Checking	173.41	864.92
Total PG&E								864.92	864.92
Suburban Propane									
Check	07/10/2018	10346	Suburban Propane	1426-057145	District		District Checking	279.77	279.77
Total Suburban Propane								279.77	279.77
Thompson Septic Service									
Check	07/10/2018	10347	Thompson's PortaS...	Invoice #6368	District		District Checking	227.88	227.88
Check	08/13/2018	10363	Thompson's PortaS...	invoice 6567	District		District Checking	227.88	455.76
Check	09/05/2018	10370	Thompson's PortaS...	invoice 6765	District		District Checking	227.88	683.64
Check	10/23/2018	10391	Thompson's PortaS...	invoice 6942	District		District Checking	227.88	911.52
Check	11/20/2018	10401	Thompson's PortaS...	invoice 7118	District		District Checking	227.88	1,139.40
Total Thompson Septic Service								1,139.40	1,139.40
Waste Management									
Check	07/08/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	27.90
Check	08/08/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	55.80
Check	09/08/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	83.70
Check	10/09/2018	ACH	Waste Management		District		District Checking	27.90	111.60
Check	11/06/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	139.50
Total Waste Management								139.50	139.50
Total 86-2260 · UTILITIES								2,693.59	2,693.59
86-3113 · PAYMENTS TO GOVT AGENCIES									
LAFCO-DUES									
Check	07/10/2018	10339	LAFCO	Invoice #928	District		District Checking	527.49	527.49
Total LAFCO-DUES								527.49	527.49
86-3113 · PAYMENTS TO GOVT AGENCIES - Other									
Credit Card Charge	07/23/2018		Coastal Valleys EM...	agency fees	District		Umpqua Bank	117.00	117.00
Total 86-3113 · PAYMENTS TO GOVT AGENCIES - Other								117.00	117.00

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Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Total 86-3113 · PAYMENTS TO GOVT AGENCIES								644.49	644.49
86-4360 · BUILDINGS & IMPROVEMENT									
STATION 812									
Check	08/14/2018	10365	Paulson Excavating,...	invoice 4067 ...	District		District Checking	9,860.59	9,860.59
Total STATION 812								9,860.59	9,860.59
86-4360 · BUILDINGS & IMPROVEMENT - Other									
Check	07/10/2018	10343	Pacific Metal Buildin...	down paymen...	District		District Checking	1,272.10	1,272.10
Total 86-4360 · BUILDINGS & IMPROVEMENT - Other								1,272.10	1,272.10
Total 86-4360 · BUILDINGS & IMPROVEMENT								11,132.69	11,132.69
86-4370 · EQUIPMENT (PURCHASE)									
Firefighting Equipment									
Site Maintenance									
Credit Card Charge	07/03/2018		Rossi's Building Mat...	fuel can, padl...	District		Umpqua Bank	112.95	112.95
Credit Card Charge	07/06/2018	6617849	AMAZON MKTPLA...	mower/mulch...	District		Umpqua Bank	39.04	151.99
Total Site Maintenance								151.99	151.99
Total Firefighting Equipment								151.99	151.99
Medical Equipment									
Credit Card Charge	07/10/2018	3817825	AMAZON MKTPLA...		District		Umpqua Bank	466.08	466.08
Credit Card Charge	09/05/2018		AMAZON MKTPLA...	antenna	District		Umpqua Bank	89.95	556.03
Credit Card Charge	09/05/2018	5890629	AMAZON MKTPLA...	5890629	District		Umpqua Bank	216.57	772.60
Credit Card Charge	09/05/2018		AMAZON MKTPLA...	6558642	District		Umpqua Bank	321.66	1,094.26
Credit Card Charge	09/05/2018		AMAZON MKTPLA...	4721002	District		Umpqua Bank	499.00	1,593.26
Total Medical Equipment								1,593.26	1,593.26
Radios									
Check	07/10/2018	10341	Precision Wireless	Radios	District		District Checking	2,095.19	2,095.19
Deposit	10/23/2018			Refund	District		District Checking	-78.83	2,016.36
Total Radios								2,016.36	2,016.36
86-4370 · EQUIPMENT (PURCHASE) - Other									
Check	07/02/2018	4072	Belkorp AG	John Deere E...	District		District Checking	2,618.91	2,618.91
Check	07/02/2018	4073	Belkorp AG	John Deere E...	District		District Checking	26.63	2,645.54
Check	07/02/2018	4071	Trailers Plus	6X10 enclose...	District		District Checking	5,175.08	7,820.62
Credit Card Charge	08/10/2018		AMAZON MKTPLA...	antenna	District		Umpqua Bank	499.00	8,319.62
Check	11/21/2018	10406	Umpqua Bank	AED Supersto...	District		District Checking	1,380.80	9,700.42
Check	11/21/2018	10406	Umpqua Bank	Amazon Orde...	District		District Checking	239.75	9,940.17
Check	11/21/2018	10406	Umpqua Bank	Amazon Orde...	District		District Checking	166.47	10,106.64
Check	11/21/2018	10406	Umpqua Bank	Amazon Orde...	District		District Checking	284.14	10,390.78
Check	11/21/2018	10406	Umpqua Bank	Amazon Orde...	District		District Checking	288.75	10,679.53

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12/12/18

Accrual Basis

Albion Little River Fire Protection District
Revenue & Expense Detail
July through November 2018

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Cir</u>	<u>Split</u>	<u>Amount</u>	<u>Balance</u>
Check	11/21/2018	10406	Umpqua Bank	P&W Service ...	District		District Checking	2,149.50	12,829.03
Total 86-4370 · EQUIPMENT (PURCHASE) - Other								12,829.03	12,829.03
Total 86-4370 · EQUIPMENT (PURCHASE)								16,590.64	16,590.64
Total Expense								131,880.42	131,880.42
Net Income								-117,349.42	-117,349.42

Albion Little River Fire Protection District Donations Revenue & Expense Detail July through November 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Income									
82-7705 · Donations									
BBQ									
Deposit	07/16/2018			Deposit	FD Donat...		Fire Departme...	400.00	400.00
Deposit	09/11/2018	277	Albion-Little River Fi...	Deposit	FD Donat...		Fire Departme...	12,484.45	12,884.45
Deposit	10/24/2018			Deposit	FD Donat...		Fire Departme...	1,966.00	14,850.45
Total BBQ								14,850.45	14,850.45
Business									
Deposit	08/06/2018		Turner's Appliance	Deposit	FD Donat...		Fire Departme...	50.00	50.00
Total Business								50.00	50.00
Individual									
Deposit	07/05/2018		Robert & Vicki Bruce	Deposit	FD Donat...		Fire Departme...	75.00	75.00
Deposit	07/23/2018		Laurie York	Deposit	FD Donat...		Fire Departme...	20.00	95.00
Deposit	07/23/2018		Carmen Goodyear	Deposit	FD Donat...		Fire Departme...	20.00	115.00
Deposit	07/26/2018		Ruth Weiss	Deposit	FD Donat...		Fire Departme...	50.00	165.00
Deposit	07/26/2018		Martha Wagner Estate	Deposit	FD Donat...		Fire Departme...	50,000.00	50,165.00
Deposit	07/31/2018		JEANNETTE RASK...	Deposit	FD Donat...		Fire Departme...	35.00	50,200.00
Deposit	08/06/2018		Melissa Hayes & Na...	Deposit	FD Donat...		Fire Departme...	20.00	50,220.00
Deposit	08/06/2018		Richard & Anna Mes...	Deposit	FD Donat...		Fire Departme...	100.00	50,320.00
Deposit	08/10/2018		JeanB May Trust	Deposit	FD Donat...		Fire Departme...	950.00	51,270.00
Deposit	08/16/2018		Cynthia O'Brien	Deposit	FD Donat...		Fire Departme...	100.00	51,370.00
Deposit	08/28/2018		JEANNETTE RASK...	Deposit	FD Donat...		Fire Departme...	35.00	51,405.00
Deposit	09/30/2018	2908	Dana and Katherine ...	Deposit	FD Donat...		Fire Departme...	50.00	51,455.00
Deposit	09/30/2018	7555	Wm. A & C. Gwen J...	Deposit	FD Donat...		Fire Departme...	50.00	51,505.00
Deposit	10/05/2018		JEANNETTE RASK...	Deposit	FD Donat...		Fire Departme...	35.00	51,540.00
Deposit	10/31/2018		JEANNETTE RASK...	Deposit	FD Donat...		Fire Departme...	35.00	51,575.00
Deposit	11/03/2018	1278	G. Victor Pacurar	Hughes Llam...	FD Donat...		Fire Departme...	100.00	51,675.00
Deposit	11/30/2018		JEANNETTE RASK...	Deposit	FD Donat...		Fire Departme...	35.00	51,710.00
Total Individual								51,710.00	51,710.00
82-7705 · Donations - Other									
Deposit	11/03/2018		Steven Mizroch	Deposit	FD Donat...		Fire Departme...	5.00	5.00
Total 82-7705 · Donations - Other								5.00	5.00
Total 82-7705 · Donations								66,615.45	66,615.45
Total Income								66,615.45	66,615.45
Gross Profit								66,615.45	66,615.45
Expense									
BBQ									
BBQ- KID AREA									
Check	07/11/2018	1052	Jumpers		FD Donat...		Fire Departme...	450.00	450.00

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12/12/18

Accrual Basis

Albion Little River Fire Protection District Donations Revenue & Expense Detail July through November 2018

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Total BBQ- KID AREA								450.00	450.00
PRINTING									
Check	07/12/2018	1053	Braggadoon Signs &...	balance of sig...	FD Donat...		Fire Departme...	1,295.75	1,295.75
Total PRINTING								1,295.75	1,295.75
SUPPLIES									
Check	07/10/2018	1050	Rossi's Building Mat...		FD Donat...		Fire Departme...	43.53	43.53
Check	07/10/2018	1051	Village Hardware		FD Donat...		Fire Departme...	7.27	50.80
Total SUPPLIES								50.80	50.80
BBQ - Other									
Check	08/07/2018	2044	Umpqua Bank	water heater	FD Donat...		Fire Departme...	238.44	238.44
Check	08/07/2018	2044	Umpqua Bank	propane	FD Donat...		Fire Departme...	35.21	273.65
Check	08/07/2018	2044	Umpqua Bank	propane	FD Donat...		Fire Departme...	43.14	316.79
Total BBQ - Other								316.79	316.79
Total BBQ								2,113.34	2,113.34
Total Expense								2,113.34	2,113.34
Net Income								64,502.11	64,502.11

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12/12/18

Accrual Basis

Albion Little River Fire Protection District
Building Fund Register
As of November 30, 2018

Type	Date	Num	Name	Memo	Split	Amount	Balance
Building Fund - Checking							10,604.66
Deposit	07/31/2018			Interest	82-4100 · INTE...	0.45	10,605.11
Deposit	08/31/2018			Interest	82-4100 · INTE...	0.45	10,605.56
Deposit	09/30/2018			Interest	82-4100 · INTE...	0.44	10,606.00
Deposit	10/31/2018			Interest	82-4100 · INTE...	0.45	10,606.45
Deposit	11/30/2018			Interest	82-4100 · INTE...	0.44	10,606.89
Total Building Fund - Checking						2.23	10,606.89
TOTAL						2.23	10,606.89



Albion Little River Fire Protection District

BOARD OF DIRECTORS NOTICE OF VACANCY

In accordance with Section 1780 of the California Government Code, the Board of Directors of the Albion Little River Fire Protection District announces that effective December 15, 2018 there is a vacancy on the Albion Little River Fire Protection District Board. The remaining members of the board of directors will request the Mendocino County Board of Supervisors to fill this vacancy by appointment per California Health and Safety Code 13852 and Government Code 1780(h)(1),(2).

Any person interested in filling this vacancy should notify the board of directors by mail at Albion Little River Fire Protection District, P.O. Box 634, Albion, CA 95410 or email to board@albionfire.com. An applicant must be a registered voter within and resident of the Albion Little River Fire Protection District.

Posted: December 17, 2018

By: Steve Acker, secretary, board of directors
Albion Little River Fire Protection District
PO Box 634
Albion, CA 95410
Phone (707) 937 4022
Web: <http://www.albionfire.com/>

ALRFPD Active Committee Reports

17 December 2018 Regular Business Meeting

Task Descriptions	Chair - Members
<p>Operations</p> <ul style="list-style-type: none"> No significant changes to report from 19 November 2018 public Committee Report 	Issel
<p>Long Term Budget Plan</p> <ul style="list-style-type: none"> No significant changes to report from 19 November 2018 public Committee Report 	Issel - Williams
<p>Facilities & Apparatus</p> <ul style="list-style-type: none"> Further Reach Relay awaits installation at Station 810, providing broadband service to ALRFPD and extending mesh-net services to Albion Village and beyond (See Packet). Wildland Engine 8170, 8196, Zodiac and Trailer, and Rescue 8130 when Rescue 8130 to be accommodated at Station 810 now available for surplus property sale. Station 810 defensible space, fire load fuel reduction effort completed on schedule. Concrete ingress/egress traffic calming barriers have been installed on a temporary basis to restrict commercial traffic entry while facilitating ALRFPD vehicles access as a trial step to declare West Street as a Fire Lane. Recommendation: Paint barriers red. Station 812: Car Port pad preparation completed. Pony wall construction pending county Department of Transportation approval and permit application. 	Issel - Williams
<p>Mendocino Association of Fire Districts</p> <ul style="list-style-type: none"> No Report 	Issel
<p>Litigation</p> <ul style="list-style-type: none"> No significant changes to report from 19 November 2018 public Committee Report 	Issel - Greenberg
<p>Strategic Planning</p> <ul style="list-style-type: none"> Strategic Plan Final version posted for board review and adoption at 17 December meeting. Submission of approved plan will be made to Mendocino County Community Foundation Grant committee to satisfy contract terms thereafter. Action Plan template development initial activities will focus on Station 810 Phase One. 	Issel - Surles
<p>Policy & Ordinance</p> <ul style="list-style-type: none"> No significant changes to report from 19 November 2018 public Committee Report 	Issel - Acker
<p>Fundraising & Donations</p> <ul style="list-style-type: none"> No significant changes to report from 19 November 2018 public Committee Report Draft donation policy development continues and is continued for board consideration. 	Issel - Greenberg
<p>Budget Committee</p> <ul style="list-style-type: none"> No significant changes to report from 19 November 2018 public Committee Report 	Issel - Williams



Further Reach

Further Reach
A project of the De Novo Group
1611 Telegraph Avenue
Oakland, CA 94612

Dear Albion-Littel River Fire Protection Board,

Further Reach is a project of De Novo Group, a California 501(c)(3), tax-exempt, nonprofit public benefit corporation. Further Reach is based out of Manchester, CA and is run by locals. The mission of Further Reach is to provide affordable, broadband Internet service to underserved communities. We rely on the communities we serve to allow us to install and maintain communication equipment at specific locations throughout the Community.

In the case of the Albion Fire, we would like to build a small relay on the Albion Fire House in Albion. In exchange for the land use described below Further Reach will provide the Albion Fire House with our Silver business plan, free of charge. Also free of charge, Further Reach will provide all hardware needed to support wireless and wired internet within the fire house. At the moment our Silver plan provides a typical speed of 35Mbps Up and Down with no data caps. Should our Silver plan speeds change the provided speeds will change to match the plan. Speeds will only go up!

For emergency repairs Further Reach will need 24/7 access to all relay equipment. For this reason no relay equipment will be installed inside the fire house. We are not asking for, and do not want, access to the inside of the fire house. If we need access to the inside of the fire house we will coordinate with a fire department representative. The relay would consist of three main parts, a main mast, an equipment box and a secondary mast.

Main mast,

A mast, mounted to the North wall and eave of the Fire House. The mast would be no more than eight feet taller than the roof at the point where the pole is mounted. No part of the mount will penetrate the roof. This includes all fasteners, cables and structural components. We don't want your roof to leak any more than you do and as such will never drill a hole in it! Below is a sample picture of what the mast and antennas will look like. In this photo the mast is shorter than what would be mounted to the fire house but the idea is the same. Also the lower white antenna will not be present.



Equipment box,

A battery and network box will be mounted to the exterior of the West wall. The box will house not only the network switches and routers but also a power supply system large enough to keep the relay operational for at least two days without utility power. Please see the photo below for an example of what this box will look like.



Secondary mast,

The secondary mast will be a post located along the Northwest property line. The post will be no more than ten feet tall and will look something like the photo below. For an approximate location of the secondary mast see the map below. All wired connections between the secondary mast and the equipment box will be in conduit and underground.





Thank you for your time and consideration!



Albion-Little River Fire Protection District

Strategic Long-Range Plan

Approved by ALRFPD Board of Directors

17 December 2018

I. Purpose of Strategic Plan and Approach to Its Development

The purpose of this plan is to provide data, processes, and direction for year-to-year continuity in prioritizing critical Albion-Little River Fire Protection District (ALRFPD) needs in a continuing austere fiscal environment. The focus of the Strategic Plan is to identify chronic shortages of people and funds and to seek solutions for the provision of the best possible fire protection and emergency services for the District. It is acknowledged at the beginning of this plan that it is a tribute to the dedicated men and women in the Department that they have been successful for so many years with minimal financial resources.

The documents utilized for this plan development includes the previous Strategic Plan (2002 through 2016), the 2017 LAFCO report, and the structure based on the North Shore (Milwaukee) Area Strategic Plan. The approach for this document is to provide a brief overview of ALRFPD, followed by a Strengths/Weaknesses/Opportunities/Threats (SWOT) analysis. This analysis drives the final part of the document, which includes goals and objectives. These goals and objectives are divided into two parts – those goals and objectives that need to be addressed sooner rather than later, and more far-reaching goals based on aspirations and changing realities related to the District. While important, the descriptions of the community served by ALRFPD and the current assets and structures will be treated in Appendices at the end of the plan.

Key points are addressed in the Strengths/Weaknesses/Opportunities/ Threats (SWOT) analysis. By enumerating these points in this manner, we can develop a series of action items that will be consistent with increasing Strengths and Opportunities and reducing Weaknesses and Threats. The key themes summarized below are ordered in their approximate ranking of importance:

1. Funding is critical for meeting our requirements which have been partially addressed with Measure M - an enhanced Special Fire and Rescue Tax that recognizes fire risk and generates enough revenue to pay for replacement of key aging vehicles and perform necessary facility maintenance. However, such finding sources do not address our facility development, operational nor training needs.
2. Longer term needs in addressing internal administrative structure to allow for smoother operations.
3. Developing plans and strategies for equipment acquisitions with a focus on financial requirements and specifications based on specific purchases.
4. The need to improve our buildings and their infrastructure. This includes improvement of interior facilities, i.e., bathrooms, showers, ADA compliance, kitchens.
5. Developing an appropriate culture for recruiting and retaining firefighters, with the understanding that the basic structure of the surrounding area employment has changed.
6. Increasing community engagement in Fire Department and fire safety preparedness. ALRFPD needs many people to contribute time to non-emergency tasks to relieve firefighters to concentrate on fires and medical emergencies.

II. Brief ALRFPD Background

A. Albion-Little River District Area

The Albion-Little River Fire Protection District serves an area of 37.5 square miles providing fire suppression and basic life support services to approximately 2600 residents and over 6500 visitors annually. Geographically the area is north of the Navarro River to the Little River Airport Road and from the Pacific Ocean east half way to Comptche.

B. Vision Statement

To provide the community, our fire-fighters, and our first-responders with a fully functional firehouse, up-to-date, fully equipped modern fire trucks, adequate fire-fighting equipment, and effective training programs.

C. Mission Statement

ALRFPD District mission is to provide personnel and resources necessary for protection of life and property in the Albion and Little River communities against threats from structural & wildland fires, medical emergencies, hazardous materials releases, and disasters, natural or man-made.

D. Benefits

An effective fire department provides assurance that well-trained people who utilize proper tools will continue to be available to respond to calls for fire suppression, medical assistance, and rescue and accident response. Most property insurance companies use a rating developed by the Insurance Service Organization (ISO) to calculate fire insurance premiums. The District currently has a (minimum) rating of 6. By maintaining this rating, ALRFPD estimates that homeowners can avoid an estimated 20% increase in premiums and/or loss of valuable coverage.

E. Organizations

There are two distinct organizations involved with the Fire Department. Services are provided, and equipment is acquired and maintained as a joint effort between the District and the Auxiliary. There currently are no paid positions in any of the organizations other than a part-time ALRFPD administrative assistant and contract bookkeeping services.

F. District:

Albion-Little River Fire Protection District is a Mendocino County Special District governmental agency responsible for managing tax money allocated to the District. The main responsibility of the District is to provide fire and emergency response services. It retains ownership of all capital equipment and real estate. There are 5 elected members of the Board of Directors of the District. The Board is legally responsible for creating policy, stewarding finances, and approving the selection of the Fire Chief, and in turn, the Fire Chief oversees operations and the volunteer firefighters.

G. Auxiliary:

The Auxiliary is a non-profit organized as a 501.3.c corporation that provides support for the Fire District. The Auxiliary runs an annual community barbeque and other fundraising programs averaging ~\$8K annually.

H. Organizational Values:

- a. Pride in the organization, the service provided, the communities served, and equipment we use
- b. Honor of being part of an organization and profession that is trusted by the community
- c. Members' integrity and honesty and what upholding these values means to our community
- d. Commitment to excellence and reliability
- e. Leadership, teamwork, innovation, respect and tolerance
- f. Cooperation and region-wide planning with neighboring responders
- g. Social good in what we do as an organization and as individuals

F. Staffing

Dedicated volunteers have effectively protected the area very well for over 70 years. Currently, fewer than 20 firefighters are protecting over 40 square miles from fires and providing medical and rescue response. Ideally, we would have 30 fully qualified firefighters serving the District.

Ongoing interviews by the Chief with the all-volunteer firefighters revealed that the biggest problem volunteers have is the amount of personal time required to serve ALRFPD. Action Plan issues addressing firefighter duties, training, roles, responsibilities, and benefits are described further in *Appendix C: Firefighter Staffing, Training & Operational Issues*.

G. Economics and Funding Mechanisms

The Districts primary funding of ~\$191K is sourced from property tax assessments including recent revenues from in measure M. Supplementary funding of ~\$14K is sourced from a Public Safety Sales Tax. Annual unsolicited donations vary in magnitude averaging ~\$30K, with the Auxiliary raising ~\$8K from the Annual BBQ. Services, supplies, and benefits comprise roughly half our budget appropriations, while structures, maintenance, improvements, and capital equipment constitute the balance.

ALRFPD has \$120k set aside accruing in a contingency fund and outcome of timer tax pending results of Measure M Timber Tax now before the Court of Appeals. Going forward, compensation for publicly funded emergency services provided to commercial timberlands will be resolved in the courts or by the State Legislature.

III. SWOT Analysis

This analysis is designed to provide insight as to what steps and actions need to be taken in both the near term and in addressing longer-term issues.

1. Strengths

- a. **New apparatus** – The recent utilization of lease-to-purchase contract agreements with long payment terms with a debt service within our budget, has allowed the District to acquire new vehicles designed specifically for our needs.
- b. **Land ownership** – In addition to Station 811, ALRFPD has recently acquired clear title to the land adjacent to, and upon which Station 810 is located. This acquisition permits the execution of a new central fire station, training, office and ADA compliant meeting facilities over three construction phases outlined in *Appendix D: Station 810 Building Complex Three Phase Plan*

- c. **Current accreditation meets insurance standards** – The fact that we pre-position resources at five stations on our ridge-lines, meet selected ISO equipment compliance standards, and maintain a good record for incident response, facilitates our community members obtaining mortgage insurance at reasonable rates.
- d. **Reputation** – Overall, the ALRFPD maintains a good reputation with the communities that it serves and with members of the surrounding fire districts.
- e. **Response times – relative to region** – Relative to the Mendocino Coast volunteer fire districts, we have a good record for responsiveness to all types of emergencies, including traffic control for the Highway Patrol
- f. **Good relationships with the served community** – The District holds monthly board meetings with a pre-published agenda. Community members are encouraged to attend these meetings and participate.
- g. **Dedicated volunteers (Firefighters & Auxiliary)** – Our responsiveness and reputation demonstrate that we continue to maintain a core cadre of dedicated volunteers.
- h. **Training** – Despite difficulties for volunteers to travel long distances to get training, we maintain a cadre of well-trained individuals in fire-fighting, water rescue, and CPR.
- i. **Ability to adapt – particularly in the wake of regional forest fires** – The “new normal” of longer fire seasons and increased size of forest fires is of major concern. To date, ALRFPD firefighters have performed admirably in Mendocino County fires.

2. Weaknesses

- a. **Limited finances for upgrading equipment** – The current mechanisms for obtaining public funds limits the amount of funding that we can utilize for various equipment upgrades. Changes will be required on a County, State, and Federal level to improve funding for all volunteer fire districts. Detailed Weakness and Action Plan responses are developed further in *Appendix C: Firefighter Staffing, Training & Operational Issues*
- b. **Limited opportunities for firefighter and emergency responder training – due to difficulty in getting to 40-hour training sessions and remote (to ALRFPD) locations** – As overall public funding is being stressed by other requirements, training opportunities are shifting to locations farther way for Albion and Little River. It is difficult for volunteer firefighters, no matter how dedicated, to take time to travel long distances for training.
- c. **Difficulty in maintaining firefighters in ALRFPD** – The nature of the types of local employment has resulted in fundamental changes in the local workforce. Previously, many volunteers worked in outdoor trades such as timber and fisheries. These positions have been substantively reduced. Many of the (formerly) potential volunteers no longer work in the area. Thus, this issue is an increasing problem for the District maintaining an active roster.
- d. **Limited administrative capabilities to address reporting requirements** – Reporting and record-keeping requirements are becoming more burdensome. Currently, a Board member does these duties on an ad hoc basis. On a limited basis, we have recently engaged a part-

time paid assistant to manage files and develop required reports. In time we can judge the effectiveness of such assistance to the Chief and Board.

- e. **Lack of proper facilities at the current stations** – For other than the marginal facilities at Station 810 now subject to Phase One upgrades, we lack restrooms (including ADA-compliant restrooms), showers, and laundry for our firefighters' turnouts at all our remaining Stations. This is a health concern as our firefighters have only one marginal laundry facility equipped to wash hazardous substances from turnouts after a fire or HASMAT incident. Laundering at home is prohibited.
- f. **Limited support from County and State** – New mechanisms must be developed for properly funding volunteer fire districts at a time when forest fires are increasing in frequency and intensity
- g. **Lack of community awareness for proper fire protection** – As our climate changes, the need for public awareness increases. The likelihood or increasing dangers due to forest fires in our district requires additional awareness and preventive action on the part of our community. Our ability to conduct public information outreach programs in the form of bi-annual newsletters and ongoing newspaper article submissions from our Chief, Board and administrators is extremely limited, yet remains a critical objective.
- h. **Lack of budget for training under new State requirements** – While the state has not been able to develop better funding mechanisms for volunteer fire districts, there has been an increase in requirements with which we must comply. At the present, these requirements are unfunded mandates that we must somehow address.

3. Opportunities

- a. **Facility improvement** – Because we now possess clear title to Station 811, and the centrally located Station 810, we can expend funding, “sweat equity” and create a development fund to improve this structure and plan for a three-phase development of a new fire station as outlined in *Appendix D: Station 810 Building Complex Three Phase Plan*
- b. **Grow the Auxiliary volunteer base** – Although outside the organizational purview of ALRFPD, by harmonizing our respective community outreach recruitment efforts, an increase in the number of Auxiliary volunteers and the functions they undertake, would relieve firefighters and allow them to concentrate on emergency services.
- c. **Develop ordinances that are consistent with ALRFPD legal mandate** – In our role as the only public organizational entity in Albion and Little River, it will be incumbent on ALRFPD to develop ordinances that support fire suppression, particularly forest fires.

4. Threats

- a. **Lack of mechanisms for sustaining public awareness** – Given that we are a local district in a lightly populated area; there are very few opportunities for disseminating information to or community members.
- b. **Change in fire maps due to observed climate change** – The nature of drought and fires has fundamentally changed the fire map landscape. Our district is comprised of rural

residential, range and timberlands. The thin margin of conifers residing within a one-mile fog belt along the ocean was relatively immune from forest fire threats. From one-mile eastward, excessive timberland fuel loads and tinder dry pigmy forests extend Eastward to District boundaries and beyond. With most droughts accompanied by high temperatures (something that was not the case in the recent past), the danger of forest fires in our district will increase in frequency and intensity.

- c. **Longer-term quality of life for firefighters and emergency responders** – We will need to develop mechanisms and find ways to show appreciation for our firefighters. At some point, there can be burn-out associated with their work for us.
- d. **Water availability issues** – Most regional climate models for California do not show significant changes in water availability. That said, this is an area of concern for which we must remain aware.
- e. **Need for dealing with “grandfathered” sub-divisions that do not meet current fire code standards** – This remains an open question with no easy answer.
- f. **Continued need to address cliff and water rescues of people who do not live in the ALRFPD area** – Our district does excellent work in cliff and water rescues that mainly serves tourists. We need to find a way for remuneration from the County or State for these efforts.
- g. **Continued lack of viable financial mechanisms from the County and State** – There needs to be long-term efforts with in the State legislature and County to develop funding mechanisms to better address the needs of all volunteer fire districts.

IV. Objectives

Strategic objectives are based on the above narrative and are divided into two sections. The first section addresses activities that must be dealt with sooner rather than later. The second section addresses existential threats, such as climate change and population variability, and aspirational goals, such as merger with other regional volunteer fire departments and working with county and state government officials for developing better mechanisms for funding volunteer fire departments.

Objective #1 - Upgrade current facilities

Implement the three-phase prioritized action plan outlined in *Appendix D: Station 810 Building Complex Three Phase Plan*. This would lead to allocation of funding for:

- ADA Public access compliance
- ADA Flush toilets
- Sinks with running water
- Heat
- Washers to clean turnouts (which also addresses human health issues)
- Showers
- Shelters for all vehicles

This action plan will be developed based on availability and creation of supplemental financial resources to meet projected Station 810 building complex construction and equipping costs.

Objective #2 – Upgrade Vehicles

This goal involves a slightly longer timeline. ALRFPD has recently acquired several vehicles under lease/purchase agreements. However, some of our current vehicles are woefully out-of-date, and some of these do not meet current federal and state emissions standards. The Action Plan will execute the replacement schedule outlined in *Appendix B: Fire Apparatus Vehicle Inventory*, guided by future vehicle replacement costs and service life expiration considerations.

Objective #3 – Develop Approaches for Upgrading Training Programs

ALRFPD leadership is aware of the need to provide better training opportunities considering new state requirements. Leadership is also aware that these new requirements make the training more time consuming and that it is now more difficult to attend trainings due to the location of the training sessions. One element of the Action Plan for this shortcoming would be to work with state training authorities to develop regional training courses that could be attended by Mendocino Coast volunteers. Further considerations are developed in *Appendix C: Firefighter Staffing, Training & Operational Issues*

Objective #4 – Maintain Firefighter Well-Being and Maintain and Expand Firefighter Staffing

Board members must work with the Fire Chief and other key emergency response and firefighting personnel to ensure that their personal needs are met. As previously described, ALRFPD personnel perform their duties – not only with personal risk – but also sacrificing time that could be spent with family, jobs and generating income. To the extent possible, mechanisms must be developed to find the means to better reward these personnel and, by doing so, create a more advantageous environment for bringing on new personnel. Any action plan must include specific recommendations for retaining, recruiting, and improving the well-being of emergency responders and firefighters. Our goal is to increase our roster of firefighters to 30 fully qualified personnel.

Additionally, our Action Plan must include evaluating and describing the tasks that non-firefighters can perform.

Objective #5 – Increase Community Awareness for Addressing Safety and Fire Hazards

Many community members do not take sufficient steps to ensure that their safety is maximized. This action plan will develop timelines for:

- Create and maintain a Fire Safe Council and accompanying disaster preparedness and response plan that harmonizes protocols, and emergency supplies in and between our community and the County Office of Emergency Services.
- Finding new mechanisms for encouraging residents to develop and maintain ponds and water tanks for easier access to water supplies, including creation of logging road escape corridors.
- Obtaining funding from the County to improve residential signage
- Assisting “grandfathered” sub-divisions to be better prepared in responding to emergencies
- Educating community members on issues such as:
 - Emergency vehicle access
 - Developing and maintaining fire breaks and/or fire lines
 - Changing climate realities that increase risk
 - Emphasize defensible space and fire safety in our bi-annual community outreach newsletter.

Objective #6 – Developing Tracking Mechanisms for Near-Term Issues

There is a continual need to address on-going change. An action plan must be developed to track and address issues that will continually arise – either due to local changes or changed regulations at the State and County level. Thus, an on-going document must be developed and reported at ALRFPD meetings on a semi- annual basis. This public review should include, but may not be limited to, changes such as:

- Funding approaches from the county
- County ordinances
- State regulations
- State reimbursement rules for firefighters responding to forest fires out of District
- Training requirements
- Trends in firefighting and emergency response
- Changes in residential and commercial make-up

Based on these nearer-term challenges and changes, the ALRFPD will utilize its available legal mandate to develop ordinances to address these changes and create logging road escape corridors as necessary.

Planning for the Future

ALRFPD must be prepared to deal with future substantive changes that will impact its operations and overall responsibilities. Thus, this next set of objectives involves both aspirational goals and existential threats to the community and region.

Objective #7 - Working with Regional Planning Agencies to Project Growth

A critical action item will be to work with the County, State, and local agencies to ensure that ALRFPD is staying abreast of changes that are occurring that go beyond simple modest increases in housing stock. Thus, the action item is to require that one of the Board members be focused on maintaining relations with, and reporting back on, regional perspectives related to growth, including changes in demographics, increases in commercial and industrial activity, and other changes that can impact firefighting and emergency response. Rural County Representatives of California should act in concert with County Fire District requirements compliance with their unfunded mandates to demonstrate to the State Legislature the crisis facing rural Fire Districts through the office of a paid lobbyist familiar with such issues (such as the Rural County Representatives of California (RCRC)).

Objective #8 – Evaluating Possible Merging with Other Local Districts

There is considerable anecdotal evidence that merging discrete functions of adjacent fire districts could realize certain benefits.

Benefits include, among others:

- Economies derived from increased purchasing power, duplication of administrative efforts
- Better response times for emergencies
- Consolidated opportunities for volunteer recruitment and training

An action plan needs to be developed that will designate one Board Member as responsible for working with other contiguous local districts to evaluate this opportunity. Update reports should be made at Board Meetings on at least an annual basis.

Objective #9 – Work on Mechanisms to Improve Flow of Funds

While current mechanisms for obtaining operational funds have improved in the recent past, they are still inadequate. Neither the State nor County makes adequate allowance for how volunteer fire departments are funded. This shortcoming must be addressed, particularly since within Mendocino County almost all the fire districts are volunteer districts (with the exceptions of Ukiah and Fort Bragg).

An action plan must be developed that would require one of the Board members to develop relationships with County officials to work on County legislation that would provide improved funding streams to volunteer fire departments. Relationships should also be developed at the State level for obtaining improved funding mechanisms. This would involve working with the Governor's Office of Emergency Services and with elected representatives and their staff.

Objective #10 – Addressing District Needs in the Face of a Changing Climate

It is widely acknowledged that the global climate is changing. Long-time residents notice changes in weather trends, such as reduced prevalence of fog, as being significant. For ALRFPD, this has a practical effect as fire maps have already changed due to climate trends causing drier conditions. The action plan for this threat is to have one Board Member provide annual updates as to the latest knowledge on climate change trends as they impact the district. Any significant impacts should require the Board to develop programs to better address these changing circumstances.

Action Plan Template

Appendix A

Station Facilities

Appendix A: Station Facilities

The three largest categories of ALRFPD assets are: Buildings/Garages/ Water Storage Tanks, Fire Apparatus, and Firefighter Protection and Training Costs. ALRFPD has five locations for our equipment, spread throughout the District to help cut down response times. This ensures that our insurance rating can be maintained due to the relative closeness of our facilities to most of our community that we serve.

- a. **Station 810 Albion Village** – This station was built on leased land by volunteers in 1960, is located behind the Albion store, and is our optimally positioned central station. It provides two apparatus bays for boat rescue, a dispatch/meeting/office room with a small kitchen, laundry, and a non-ADA compliant restroom and shower. The building is in poor condition and is not a satisfactory facility to accommodate the larger dimension vehicles now employed for fire protection. Presently, County Building & Planning has restricted Station 810 use to only ALRFPD thereby restricting public use. As of July 2018, ALRFPD acquired clear title to the land Station 810 resides upon, and 2.5 acres of adjoining land that will facilitate development a new fire house and training center from which centralized responses will be dispatched.
Existing problems with delivery vehicles and patrons of the grocery store and post office that often block access will be resolved as Station 810 undergoes modification and West Street is designated as a Fire Lane. Phase One modifications to Station will include raising roof trusses to accommodate the taller Rescue 8130, together with a taller entrance door. Phase One also envisions upgrading entry, restroom and shower facilities to ADA compatible to accommodate public meetings and restore basic public meeting facility. Further Station 810 developments of Phase Two and Three are appended below.
- b. **Station 811 Albion Ridge Rd. at D Rd** – This station has been under construction since 1994. This one-acre property was acquired at a favorable price by the District in 1994. It is in a less than favorable location, residing adjacent to a Wetland Zone. Setback requirements severely limit any subsequent development. The existing building was jointly financed by ALRFPD, the Auxiliary, and public donations, and constructed by firefighters and volunteers from the community. It has two vehicle bays and an upstairs meeting room. It has no kitchen, no restrooms, nor shower facilities or septic system.
The original plan was that it would be our main station by 2004-2007. The property has a developed well, two 5,000-gallon water storage tanks, and a diesel fuel storage tank. Approximately \$125,000-\$135,000 has been spent on this project to date. The site is proving to be more difficult than originally anticipated. Septic system problems would require a holding type, pump-out tank or a septic tank and leach field to be established on one of two adjacent properties. Since the District has vehicle storage problems, additional vehicle bays will be established at Station 810.
- c. **Station 812 Little River Airport** – This station was built in the late 1970s and is located near the County Airport in Little River. The land that it is on is subject to a renewable lease agreement with Mendocino County. The building was financed by the Auxiliary and the District. The station has three vehicle bays and one carport presently undergoing upgrading to securely accommodate repositioned vehicles. There is a well, two 5,000-gallon water storage tanks, and a diesel fuel storage tank. Although this is a good building, it has no kitchen, restrooms or shower. The station is presently the location of our annual barbeque hosted by the Auxiliary.
- d. **Station 813 Middle Ridge** – This is a single vehicle substation, constructed by firefighters in the early 1990s on leased property, serving as protection for a Type 3 (Wildland) engine for the east Albion Ridge Road.
- e. **Station 815 Navarro Ridge** – This is a single vehicle substation constructed by firefighters in the early 1990s, on leased property, serving as protection for a Type 3 (Wildland) engine for east Navarro Ridge Road.

Appendix B

Fire Apparatus Vehicle Inventory

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

INVENTORY OF DISTRICT OWNED VEHICLES

Revised: 2018.11.03

FUNCTION	UNIT NUMBER	VEHICLE DESCRIPTION	YEAR	MAKE	VIN	PLATE NUMBER	TITLE ISSUE DATE	APPROX. CURRENT VALUE	APPROX. REPLACEMENT COST	SERVICE LIFE	SCHEDULED REPLACEMENT DATE	NOTES
STRUCTURE	8180	TYPE I PUMPER	1989	SEAGRAVE	1F9EE281K1KST2093	1412907	10/6/1989	\$ 5,500	\$ 370,000	25	2016	
	8181	TYPE I PUMPER	2017	PIERCE	1FVDLYFE3JHFF9547		7/9/2017	\$ 486,811	\$ 486,811	25	2045	
WILDLAND	8162	TYPE II WILDLAND	2000	INT'L	1HTSDADN1YH320047	1312107	12/18/2008	\$ 45,000	\$ 370,000	25	2025	
	8183	TYPE III WILDLAND	1987	FORD	1FDYD80U0HVA05248	1205415	3/3/2005	\$ 9,000	\$ 390,000	25	2012	Note 5
	8170	TYPE III WILDLAND	1994	FORD	1FDXF80E1SUA1892			Note 1		25	2019	
	8171	TYPE III WILDLAND	1993	FORD	1FDXK84A41PVA00893	1439439	5/22/2014	Note 2		25	2018	Note 2 & 3
TENDER	8190	WATER TENDER	2005	FREIGHT	1FUBCYD76HW25614	1392289	1/7/2005	\$ 32,000	\$ 250,000	20	2025	Note 6
	8191	WATER TENDER	2017	FREIGHT	1FVACYDT6HHHZ1802	1495631	3/29/2017	\$ 232,552	\$ 250,284	25	2045	
RESCUE	8130	RESCUE 4X4 BLS	1990	FORD	1FDKE30M6LHB50145	1002177	9/16/2001	\$ 8,900	\$ 111,000	20	2010	Note 3
	8132	RESCUE - SCBA	1992	FORD	1FDKF38MONNA36647	1237713	12/27/2006	\$ 14,600	\$ 212,000	20	2012	
	8135	RESCUE 4X4 BLS	2017	FORD			4/27/2017	\$ 272,270	\$ 338,409	25	2042	Note 4
UTILILITY	8131	RESCUE 4X4	1994	CHEVROLET	1GBJK34N6RE203243	378887	4/23/1994	\$ 5,000	\$ 85,000	20	2014	
	8160	LAWN TRACTOR	2018	DEERE	1GXE160CJHJ01059	8160	2/2/2018	\$ 2,619	\$ 2,619	20	2048	
		LAWN TRAILER	2018	INTS	4RALSL1010JK067206	8160	7/5/2018	\$ 5,775	\$ 5,520	20	2048	
WATER	81H20 (Z)	BOAT	2001	ZODIAC	XDCRS562BF101	CF 9075 XS	6/25/2004	\$ 8,000	\$ 13,000	17	2018	Note 3
		TRAILER (BOAT)	2003	EZ LOADER	1ZEAAKKA63A005458	1002190	11/27/2002	\$ 1,000	\$ 2,000	20	2023	Note 3
	8198	JET SKI	2008	KAWASAKI	KAW32065A808	CF5787	2/2/2014	\$ 3,500	\$ 9,000	8	2016	
	8199	JET SKI	2008	KAWASAKI	KAW32326A808	CF5646	2/2/2014	\$ 3,500	\$ 9,000	8	2016	
	TRAILER (JETS)	2008	KAWASAKI	1ZCS1601482334031	1312149	4/13/2014	\$ 1,000	\$ 2,000	8	2018		
								Inventory Book Value:	\$ 1,137,027			
								Replacement Budget Projection:	\$ 2,906,643			

Note 1: On loan from US Forest Service w/o Title

Note 2: On loan from US Forest Service

Note 3: Scheduled for Surplus

Note 4: Lease/Purchase Obligation

Note 5: Scheduled for Replacement

Note 6: SS Tank Upgrade Pending

Appendix C

Firefighter Staffing, Training & Operational Issues

Appendix C

Firefighter Staffing, Training & Operational Issues

- Insufficient interest by volunteers to meet regulatory requirements. The requirements are well understood, but volunteers tell us they can offer X hours. We need X*5 to X*10 in order to meet the requirements.

- One partial solution to meeting requirements is onsite and flexible training. Bring quality instruction to the department on training night. Spread it out. Repeat courses. The hurdle is in budget and locating an instructor willing to come on site regularly.

- Insufficient interest in volunteers to take leadership roles. Volunteers are willing to assume titles, but the titles must represent a commitment to go beyond the roles of yellow hat firefighters.

- Insufficient interest in taking Duty Officer shifts. The intention of the duty officer model is to provide 7x24x364 assurance that someone qualified to run calls will be in or near the district to provide a safe and timely response. The chief and two assistant chiefs have provided a rotation with most days falling on the chief. With the retirement of an assistant chief (who cited the time commitment as being incompatibility with his day job as a teacher) is placing further burden on limited hands. It's not enough for a volunteer to offer to take the Duty Officer shift. The DO must be capable of running typical calls safety, hold up to date EMT, engine driver license endorsement, HazMat and more.

- Lack of central facility. Most rural fire departments roll apparatus to calls from a central station. Because our department maintains five locations, it's difficult to coordinate response. We don't know who is available or which station they will respond from. Cell phone apps are not a solution due to limited cell availability.

- Age demographics: Retired volunteers have time but are generally less able to work in arduous environments. Younger firefighters are less available due to work and children. Further, investment in young firefighters has been lost when changes in housing place them out of district. Moving across district lines is the number one cause for losing firefighters. This can represent hundreds of hours of investment lost.

- Low response during certain hours. The best time to request a 911 response is 8pm. Volunteers are home, they've eaten, they're not yet asleep, and their kids are not being shuttled. The response at 8pm is more than needed with typical cancellation of incoming resources. Other hours, say 10am, can yield a limited response. Those working are at work. Those with kids are shuttling. Our district has little work opportunities and tends to be a bedroom community.

- Lack of adequate facilities. Only one location has a flush toilet and functional sink. This location can't fit a vehicle or training session. The lack of proper facilities makes everything take longer. We work in the dark, on the gravel, at third party locations. We haul equipment. We constantly move gear from one place to another.

Appendix D

Station 810 Building Complex Three Phase Plan

Albion Central Fire Station Scope of Work Considerations

Priorities: *Reduce Response Time*

- Necessity demands secure, short term, and immediate vehicle housing facilitating incident dispatch from the District center of 8130 Rescue and 8181 Pumper. Forthcoming ISO audit will rank central dispatch location high.
- Necessity demands thoughtful consideration of central fire house needs, building design with vehicle egress and ingress for roll-in-out, permitting, financing, community and coastal approvals, contracting, construction, and outfitting within confines of a defined project with budgeting and cost controls.
- Station 810 short term immediate need is for one 8130 Rescue vehicle bay and cannot wait upon resolution of long-term considerations for a two bay, three vehicle, new construction solution.
- The shortest path is to divide Station 810 building project into three main Phases and take advantage of favorable considerations made to “*historical / existing*” structures within the coastal view corridor. By first revising existing 810 structure door and roof truss heights to accommodate 8130 Rescue, then in subsequent Phases, undertake construction of a new two bay vehicle addition, followed later by fire house functions.

Planning: *Get it Right The First Time*

Upon clarifying our specific dispatch objectives, general operational requirements, and close of escrow, Lee Welty will complete an engineering assessment and design of interior roof truss and entry door. Architect Diana Wiedemann has reviewed our construction objectives and planning will commence toward a Phase One repair and ADA remodel reconstruction permit for existing Station 810. Meanwhile roof truss modifications will commence following contractor negotiations.

Phase One: *Use What We Have – One Vehicle Bay*

- Conduct Lee Welty civil engineering review, and explore alternative means of raising the entry door height and internal vertical clearance of existing station, together with structural enhancements to insure public safety,
- At close of escrow, pave & declare West Street a 24/7/365 “Fire Lane” insuring Station 810 unimpeded access,
- Review Concept Plan w architect to integrate “Historical 810” with a forthcoming 810 “alteration plan,”
- Generate “Historical 810” engineered drawing package to facilitate permitting, construction estimates and scheduling, then begin immediate re-construction to house 8130 Rescue,
- Revised West Street “Fire Lane” 810 Ingress and Egress to be then utilized for 8130 Rescue dispatch. Existing office, laundry, and kitchen use is maintained, remodel ADA toilet. Move 8131 to 812, & jet skis to secure storage & dispatch.
- Undertake sale or exchange of triangular parcel easterly projection with Albion Grocery,
- Move ATT Pole Northward 12 feet and undertake Albion River South Side Road apron egress grading permit.

Phase Two: *Design & Build Only What we Need – Three Vehicle - Two Bay Station w Road Apron*

- Prepare a list of rooms and spaces: Toilet, Shower, Laundry, Kitchen, Office, Bunk, Equipment, Storage, etc.
- Describe operational needs associated with each room or space in 810, FD area A and Vehicle Bays Area B,
- Prepare a quick sketch for each room and space to further confirm operational needs developed above,
- Assign reasonable square foot allowance to each room and space in 810, FD area A and Vehicle Bays Area B,
- Tally up square footage for budgeting, cost estimates, and control discussions w architect and contractor,
- Design, fund, permit, construct, Area B drive-through bays allowing vehicle turn-around for dispatch repositioning utilizing asphalt area West of Area B. Begin dispatch utilization for 8132, 8130 & 8181 while Phase Three underway.

Phase Three: *Finish Niceties After Key Priorities Have Been Met*

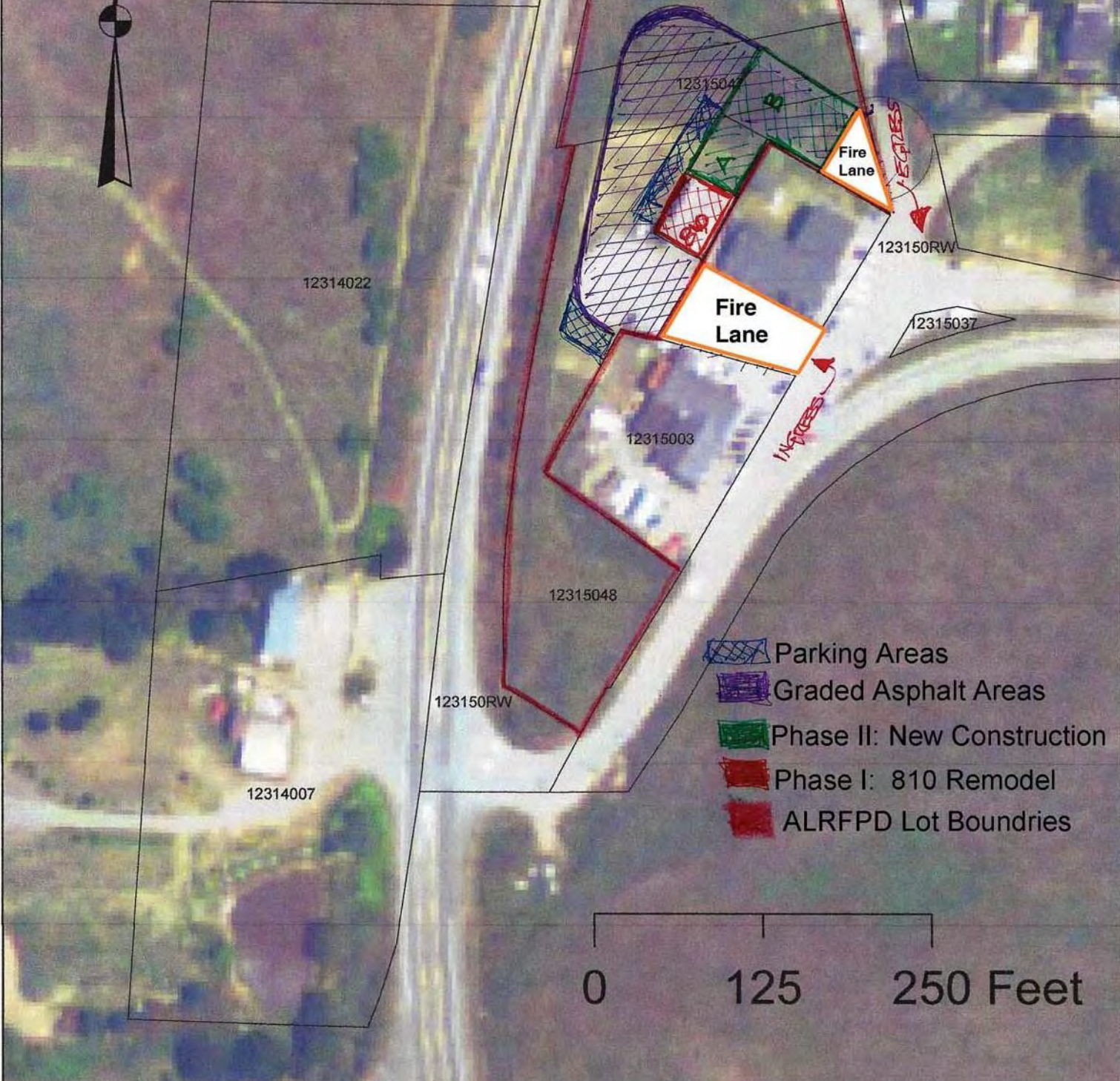
- Re-purpose 810 Phase One Rescue Dispatch area into FD training facility & open multipurpose area with Area A,
- Upgrade parking to ADA compliance to allow use as FD, Board, Auxiliary & public meeting areas,
- Install West Street terminus Fire Lane controlled entry to insure unimpeded access to Station area for respondents,
- Complete ancillary FD POV parking, and assist with Albion Village *Complete Streets* diagonal parking plan,
- triangular parcel easterly projection with West Street
- Install FD water storage tank near Albion River South Side Road w provision to fill from old well head,
- Install outside bench, tables, recreation and landscaping areas with wind resistant native plantings.

Benefits:

- Re-purpose a Historical 810 building to maintain aesthetic continuity and sustain community support,
- Fire Lane compels all village business to plan harmonious access operations, parking and aesthetics,
- Graded asphalt turn-around to accommodate roll-in-out offers area available for training & FD POV parking,
- Existing propane, water, and power utility connections are maintained, with possible relocation of septic.
- Low highway visibility, with maintenance of existing village aesthetic with reduced visibility behind Grocery,
- Concept Plan will require phone pole relocation to facilitate northern road egress.

Station 810 Concept Plan

N



- Parking Areas
- Graded Asphalt Areas
- Phase II: New Construction
- Phase I: 810 Remodel
- ALRFPD Lot Boundaries

0 125 250 Feet

Station 810 Topo Map Incorporating ALRFPD Boundaries

Andersen Dairy
Ranch Old Well
Head Location

