



## Albion Little River Fire Protection District

# BOARD OF DIRECTORS REGULAR MEETING AGENDA

Monday, September 16, 2019, 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 August 19, regular meeting minutes.** (see packet)
  - b. **Acceptance of September, 2019 correspondence report.** (see packet)
  - c. **Acceptance of submitted current financial report.** (see packet)
6. **Committee Reports:**
  - a. **Facilities Welty :** Existing 810 remodel update, 812 garage slab, progress on developing the new 810.
  - b. **Treasurers report Welty:** Budget, Direct assessment numbers,
  - c. **Apparatus Acker** (see packet)
  - d. **Newsletter: Wendy**
7. **Directors Discussion:** Webpage update, Vehicle Inventory
8. **Closed Session:** Gov. Code 54957(b)(1) Employee Evaluation: Fire Chief
9. **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](mailto:board@albionfire.com) or write to the board at PO Box 634, Albion, CA 95410-0634 as soon as possible before the meeting date.**



002  
Albion Little River  
Fire Protection District  
Chief's Report

09/11/2019  
Michael Rees  
Fire Chief

### Operations

-Incidents- 08/09/2019-09/11/2019

Total-15

Fire-0

Medical-7

Traffic Collision-5

Hazardous Conditions-0

Public Assist-2

Unknown-1

-Calfire Station Coverage

-Two ALR firefighters helped cover Calfire's Woodland station over the past week due to recent fires. Calfire MEU was down to 4 engines in the county with local government covering in their absence.

-Striketeam

ALR remains unavailable for out of county assignment.

### Maintenance

-E8162 has an intermittent electrical/wiring issue. The issue has been difficult to reproduce and diagnose.

-Extrication Tools will be serviced on 09/21. Damaged hydraulic hoses will be repaired or replaced.

-Annual Pump testing will be conducted at the end of the month.

-E8180 is in need of repairs to the pump. Estimate will be complete in the next week.

### Equipment

-8 new AED units are now in service.

-New Positive Pressure Ventilation Fan is in service.

### Items for Further Consideration

#### Strategic Planning

Operational Plan

#### Equipment Need

Type III Engine

Phase out of older equipment

#### Insurance Rating

IOS

Fire Severity Mapping

#### Community Involvement

Fire Safe Council

Disaster Preparedness



## Albion Little River Fire Protection District

# BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, August 19, 2019, 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 7:11 PM by President Greenberg. Board members, Acker, Welty, Surlles present. Issel absent, on leave. Also present Wendy Meyer and one member of the public
2. **Motion by Secretary Steve Acker to adopt agenda:** Agenda approved by a board vote of 4 ayes and one absent.
3. **Public communication to the board:** None.
4. **Chief's report:** (see packet) Chuck and Terry will investigate Chief's request for some form of compensation and an Asst. chief as well as changes to our DOT Policy. Welty will explore adjusting the Budget to include Chief's compensation
5. **Consent calendar:** Motion to accept consent calendar by Greenberg, 2<sup>nd</sup> by Surlles. Approved with changes to the July 16 Minutes by a board vote of 4 ayes and one absent.
  - a. **Approval of July 16, regular meeting minutes.** (see packet)
  - b. **Acceptance of August, 2019 correspondence report.** (see packet)
  - c. **Acceptance of submitted current financial report.** (see packet)
  - d. **Approve completed purchase of the new command vehicle for the Chief.** (see pictures in packet) Approved by a board vote of 4 ayes and one absent.
6. **Items for discussion and possible action:**
  - a. **Signage** (see pictures in packet) Signage will be considered as plans for 810 are developed. Chief to use the 4 we have at his discretion.
7. **Committee Reports:**
  - a. **Facilities Welty :** Decisions regarding 812 construction and 810 repairs
    1. Director Lee Welty will direct the two projects, work flow, timelines and contracts for same.
    2. He will develop a time and materials contract with Doug Kishbaugh and oversee pouring the footing and 6" slab with #6 steel 18 O.C. for 812.
    3. He will contact Pacific Metal Buildings supplier of the steel building for 812 to review attachment to slab and footing and roofing material, overseeing the installation. When construction is finished, 8181 will be covered in a secure space until it can be moved to the new station at 810. This is expected to take up to 6 years.
    4. 8130 will be moved into the 812 carport until work on 810 is completed.
    5. Doug Kishbaugh will be contracted to raise the trusses on 810 by October; maybe the new door as well.
    6. When the repair work on 810 is complete, 8130 will go to the repaired 810.
    7. When the new 810 replaces the existing 810 then 8130, 8181 and (#?) will be housed there.
    8. The design committee for the new 810 will be Chief Michael Rees, architect Diana Wiederman, Engineer and Director Lee Welty and Director Chuck Greenberg.
  - b. **Treasurers report Welty:** The finished Budget was sent to the County. The direct assessment spreadsheet was updated and sent to the County. EDD report was sent in. There is still a problem with correcting our number. The Audit is under way.
  - c. **Apparatus Acker:** The steel tank removed from 8190 has been sold to Paul Shandel for \$1000. Old 8130, 8131, and the rescue boat and trailer to be sold. Rees will pursue returning woodland trucks to Calfire
  - d. **Newsletter: Wendy:** The newsletter has been printed and will be mailed. Wendy will look into General Delivery to get newsletter to part-time residences

**Directors Discussion:** Barriers at 810 were discussed and the idea of watering troughs with soil and plants was discussed.

8. **Adjournment:** Meeting adjourned at 840 pm. Next Regular Board meeting scheduled for Monday September 16, 7:00 pm at the Albion School.



**BOARD OF DIRECTORS REGULAR MEETING**  
**August 2019**  
**CORRESPONDENCE REPORT**

- August 6, 2019
- Received letter via USPS from County of Mendocino Department of Planning and Building Services with a request for comment on CALTRANS to implement safety improvements along SR-1.
  - Received letter via USPS from County of Mendocino Executive Office regarding Fire Agency Funding Agreement.
  - Received letter from County of Mendocino Department of Planning and Building Services with a request for comment regarding construction of a 3000+ square foot house.
  - Received letter via USPS with an invitation to the California Firefighters Memorial Ceremony.
  - Received letter via USPS from the County of Mendocino Department of Planning and Building Services with a request for comment on renewal of CDP for a single family home.
  - Received letter via USPS from CDSA regarding Administrative and Benefits Survey for Special Districts.
- August 7, 2019
- Received email from Michael Rees regarding repairs for apparatus number 8132.
- August 14, 2019
- Received email from Michael Rees regarding replacement AED's.
- August 15, 2019
- Received email from Wendy Meyer regarding separating personal email from fire department email.
- August 19, 2019
- Received request from Serrano High School Student Robert Hicks regarding request for Fire Department patch.
- August 22, 2019
- Received email from Terry Surlles regarding article Impact of Wildfires on Insurance Non-Renewals and Availability.
- August 2, 2019
- Received email from Mendocino County regarding Treasury Pool Annual Report.
- August 30, 2019
- Received letter via USPS from County of Mendocino Department of Planning and Building Services with a request for comment regarding a permit to construct a fence, 5K gallon water tank, pump house and drill well.
  - Received check from Mendocino County for 2018-2019 TEETER.
  - Received letter of solicitation for new executive director for the Firefighters Burn Institute.
  - Received letter from Ford regarding engine block recall of 2017 F550 Ford Truck.
  - Received email from Eric Hawley regarding newsletter and contribution to the department.

## Albion Little River Fire Protection District

## Balance Sheet

As of August 31, 2019

2:03 PM

09/12/19

Accrual Basis

	Aug 31, 19
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Public Tax Account	259,714.45
Fee Service Fund	20,141.14
District Checking	25,883.00
County Held Funds	16.86
Building Fund - Checking	10,610.88
Fire Department - Donations	256,045.14
<b>Total Checking/Savings</b>	572,411.47
<b>Total Current Assets</b>	572,411.47
<b>Fixed Assets</b>	
Accumulated Depreciation	-611,890.00
Building & Improvements	403,552.00
<b>Firefighting Equipment</b>	
Vehicle Purchase	5,000.00
Firefighting Equipment - Other	503,254.00
<b>Total Firefighting Equipment</b>	508,254.00
<b>Land</b>	
escrow fees	2,287.68
Land - Other	375,683.00
<b>Total Land</b>	377,970.68
<b>Total Fixed Assets</b>	677,886.68
<b>TOTAL ASSETS</b>	<b>1,250,298.15</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
20000 · Accounts Payable	-700.00
<b>Total Accounts Payable</b>	-700.00
<b>Credit Cards</b>	
Umpqua Bank	-7,390.27
<b>Total Credit Cards</b>	-7,390.27
<b>Total Current Liabilities</b>	-8,090.27
<b>Total Liabilities</b>	-8,090.27
<b>Equity</b>	
30000 · Opening Balance Equity	588,887.94
32000 · Retained Earnings	711,186.59
Net Income	-41,686.11
<b>Total Equity</b>	1,258,388.42
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,250,298.15</b>

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

2:03 PM  
09/12/19

July through August 2019

Accrual Basis

	Jul - Aug 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
82-4100 · INTEREST INCOME	50.93			
82-7705 · Donations				
BBQ	1,175.00			
Business	58.62			
Individual	826.85			
82-7705 · Donations - Other	8,248.16			
<b>Total 82-7705 · Donations</b>	<b>10,308.63</b>			
<b>Total Income</b>	<b>10,359.56</b>			
<b>Gross Profit</b>	<b>10,359.56</b>			
<b>Expense</b>				
Monthly Transfer	0.00			
BBQ				
FOOD	23.40			
<b>Total BBQ</b>	<b>23.40</b>			
Other Expenses	21.67			
66000 · Payroll Expenses				
taxes	-98.85			
<b>Total 66000 · Payroll Expenses</b>	<b>-98.85</b>			
86-1011 · Regular Employees	1,940.00			
86-1035 · WORKERS COMPENSATION IN	7,310.00			
86-2050 · CLOTHING & PERSONAL ITE	1,332.82			
86-2060 · COMMUNICATIONS				
INTERNET SERVICE				
Comcast	185.94			
INTERNET SERVICE - Other	109.20			
<b>Total INTERNET SERVICE</b>	<b>295.14</b>			
web design	150.00			
86-2060 · COMMUNICATIONS - Other	303.13			
<b>Total 86-2060 · COMMUNICATIONS</b>	<b>748.27</b>			
86-2080 · FOOD	164.97			
86-2101 · INSURANCE GENERAL	13,426.00			
86-2120 · MAINTENANCE EQUIPMENT				
Radio Maintenance	1,298.83			
Vehicle Maintenance				
8131	204.06			
8181	416.76			
<b>Total Vehicle Maintenance</b>	<b>620.82</b>			
<b>Total 86-2120 · MAINTENANCE EQUIPMENT</b>	<b>1,919.65</b>			
86-2140 · MEDICAL, LAB SUPPLIES				
Gasses				
Eureka Oxygen	484.36			
<b>Total Gasses</b>	<b>484.36</b>			
<b>Total 86-2140 · MEDICAL, LAB SUPPLIES</b>	<b>484.36</b>			
86-2170 · DISTRICT OFFICE SUPPLIE				
Classified Ad	489.00			
Publications	270.00			
Paper, Ink, Materials	163.74			
Printing & Copying Services	746.01			
<b>Total 86-2170 · DISTRICT OFFICE SUPPLIE</b>	<b>1,668.75</b>			
86-2181 · AUDITING & FISCAL SERVI				
Bookkeeping Services	312.50			
<b>Total 86-2181 · AUDITING &amp; FISCAL SERVI</b>	<b>312.50</b>			
86-2187 · EDUCATION & TRAINING				
Food	164.72			
86-2187 · EDUCATION & TRAINING - Other	120.04			
<b>Total 86-2187 · EDUCATION &amp; TRAINING</b>	<b>284.76</b>			
86-2189 · PROFESIONAL & SPECIAL SERVICES				
District Counsel Services	675.00			
86-2189 · PROFESIONAL & SPECIAL SERVICES - Oth...	168.40			
<b>Total 86-2189 · PROFESIONAL &amp; SPECIAL SERVICES</b>	<b>843.40</b>			
86-2200 · RENT- LEASE EQUIPMENT				
8181 8191 Lease Purchase				
Interest 8181 8191	6,067.51			
Principal 8181 8191	6,432.49			

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

2:03 PM  
09/12/19

July through August 2019

Accrual Basis

	Jul - Aug 19	Budget	\$ Over Budget	% of Budget
Total 8181 8191 Lease Purchase	12,500.00			
Total 86-2200 · RENT- LEASE EQUIPMENT	12,500.00			
86-2250 · TRANSPORTATION & TRAVEL				
FLEET FUEL				
Bulk Fuel Delivery	1,058.43			
FLEET FUEL - Other	217.10			
Total FLEET FUEL	1,275.53			
Total 86-2250 · TRANSPORTATION & TRAVEL	1,275.53			
86-2260 · UTILITIES				
Albion Water District	135.00			
PG&E	319.04			
Suburban Propane	372.43			
Thompson Septic Service	227.88			
Waste Management	55.80			
Total 86-2260 · UTILITIES	1,110.15			
86-3113 · PAYMENTS TO GOVT AGENCIES				
COUNTY ASSESSOR-TAX ASSESSMENT	467.15			
Total 86-3113 · PAYMENTS TO GOVT AGENCIES	467.15			
86-4370 · EQUIPMENT (PURCHASE)				
Vehicles	5,906.04			
86-4370 · EQUIPMENT (PURCHASE) - Other	405.10			
Total 86-4370 · EQUIPMENT (PURCHASE)	6,311.14			
Total Expense	52,045.67			
Net Income	<u>-41,686.11</u>			

**Albion Little River Fire Protection District**  
**Revenue & Expense Detail**  
 July through August 2019

2:02 PM

09/12/19

Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>Income</b>									
<b>82-4100 · INTEREST INCOME</b>									
Deposit	07/05/2019			Interest	Public Tax...		Public Tax Acco...	12.84	12.84
Deposit	07/07/2019			Interest	Fee Servi...		Fee Service Fund	1.17	14.01
Deposit	07/31/2019			Interest	FD Donati...		Fire Department...	11.31	25.32
Deposit	07/31/2019			Interest	Building F...		Building Fund - ...	0.45	25.77
Deposit	08/05/2019			Interest	Public Tax...		Public Tax Acco...	12.62	38.39
Deposit	08/07/2019			Interest	Fee Servi...		Fee Service Fund	0.88	39.27
Deposit	08/31/2019			Interest	FD Donati...		Fire Department...	11.21	50.48
Deposit	08/31/2019			Interest	Building F...		Building Fund - ...	0.45	50.93
Total 82-4100 · INTEREST INCOME								50.93	50.93
<b>82-7705 · Donations</b>									
<b>BBQ</b>									
Deposit	07/15/2019	3256	Laurel A. Ellen/Joann...	2019 Barbeque	FD Donati...		Fire Department...	9.00	9.00
Deposit	07/15/2019	1080	Sharon Hansen	2019 Barbeque	FD Donati...		Fire Department...	150.00	159.00
Deposit	07/15/2019	3584	James D. Brown	2019 Barbeque	FD Donati...		Fire Department...	200.00	359.00
Deposit	07/15/2019	3333	Lavery Murray	2019 Barbeque	FD Donati...		Fire Department...	300.00	659.00
Deposit	07/15/2019		Albion-Little River Fir...	Deposit	FD Donati...		Fire Department...	466.00	1,125.00
Deposit	07/15/2019		Carolyn Latkin	Deposit	FD Donati...		Fire Department...	50.00	1,175.00
Total BBQ								1,175.00	1,175.00
<b>Business</b>									
Deposit	08/06/2019	188719	Albion-Little River Fir...	CRV Proceeds			Fire Department...	58.62	58.62
Total Business								58.62	58.62
<b>Individual</b>									
Deposit	07/01/2019	3438	John & G.C. McSheff...	Deposit	FD Donati...		Fire Department...	500.00	500.00
Deposit	07/15/2019	4771	Robert & Vicki Bruce	Deposit	FD Donati...		Fire Department...	75.00	575.00
Deposit	07/15/2019	3297	Robert & Dorothy Ayres	Deposit	FD Donati...		Fire Department...	50.00	625.00
Deposit	07/15/2019	00009...	JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	660.00
Deposit	07/24/2019		Albion-Little River Fir...	Collection from...			Fire Department...	87.16	747.16
Deposit	07/24/2019	188312	Albion-Little River Fir...	CRV Collection			Fire Department...	44.69	791.85
Deposit	08/06/2019	00009...	Albion-Little River Fir...	Rasker Donation			Fire Department...	35.00	826.85
Total Individual								826.85	826.85
<b>82-7705 · Donations - Other</b>									
Deposit	07/15/2019	187800	Albion-Little River Fir...	CRV Proceeds	FD Donati...		Fire Department...	91.08	91.08
Deposit	07/15/2019	187754	Albion-Little River Fir...	CRV Proceeds	FD Donati...		Fire Department...	66.19	157.27
Deposit	07/24/2019	11588	Community Foundation	Annual Estate ...			Fire Department...	8,090.89	8,248.16
Total 82-7705 · Donations - Other								8,248.16	8,248.16
Total 82-7705 · Donations								10,308.63	10,308.63
Total Income								10,359.56	10,359.56
Gross Profit								10,359.56	10,359.56
<b>Expense</b>									
<b>Monthly Transfer</b>									
Check	07/10/2019		Albion-Little River Fir...	July 2019 Mon...	Public Tax...		Public Tax Acco...	0.00	0.00
Check	08/18/2019		Albion-Little River Fir...	August 2019 M...	Public Tax...		Public Tax Acco...	0.00	0.00
Total Monthly Transfer								0.00	0.00
<b>BBQ</b>									
<b>FOOD</b>									
Check	08/31/2019	10521	Umpqua Bank	Additional Wat...	District		District Checking	23.40	23.40
Total FOOD								23.40	23.40
Total BBQ								23.40	23.40
<b>Other Expenses</b>									
Check	08/31/2019	10521	Umpqua Bank	Audible (Rees)	District		District Checking	14.95	14.95
Check	08/31/2019	10521	Umpqua Bank	Finance Charg...	District		District Checking	6.72	21.67
Total Other Expenses								21.67	21.67
<b>66000 · Payroll Expenses</b>									
<b>taxes</b>									
Check	07/10/2019		Albion-Little River Fir...	Transfer to Ge...	District		Fee Service Fund	0.00	0.00
Check	07/25/2019	10499	Wendy Meyer	Social Security...	District		District Checking	-38.13	-38.13
Check	07/25/2019	10499	Wendy Meyer	Medicare With...	District		District Checking	-8.92	-47.05
Check	08/15/2019	ACH	IRS/USA Taxpayment		District		District Checking	94.10	47.05
Check	08/31/2019	10530	Wendy Meyer	Federal With...	District		District Checking	-34.00	13.05
Check	08/31/2019	10530	Wendy Meyer	Social Security...	District		District Checking	-82.15	-69.10
Check	08/31/2019	10530	Wendy Meyer	Meddicare Wit...	District		District Checking	-19.21	-88.31
Check	08/31/2019	10530	Wendy Meyer	California Stat...	District		District Checking	-10.54	-98.85
Total taxes								-98.85	-98.85
Total 66000 · Payroll Expenses								-98.85	-98.85
<b>86-1011 · Regular Employees</b>									
Check	07/25/2019	10499	Wendy Meyer	Wendy Meyer ...	District		District Checking	615.00	615.00
Check	08/31/2019	10530	Wendy Meyer	July 2019 Payr...	District		District Checking	1,325.00	1,940.00
Total 86-1011 · Regular Employees								1,940.00	1,940.00

**Albion Little River Fire Protection District**  
**Revenue & Expense Detail**  
 July through August 2019

2:02 PM

09/12/19

Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
<b>86-1035 · WORKERS COMPENSATION IN</b>									
Check	07/25/2019	10508	Golden State Risk Ma...	July 1, 2019 th...	District		District Checking	7,310.00	7,310.00
Total 86-1035 · WORKERS COMPENSATION IN								7,310.00	7,310.00
<b>86-2050 · CLOTHING &amp; PERSONAL ITE</b>									
Check	07/25/2019	10498	Santa Rosa Uniform ...	Hrbacek	District		District Checking	195.88	195.88
Check	07/25/2019	10498	Santa Rosa Uniform ...	Lagodny	District		District Checking	167.15	363.03
Check	07/25/2019	10498	Santa Rosa Uniform ...	Rees	District		District Checking	8.67	371.70
Check	07/25/2019	10498	Santa Rosa Uniform ...	Hrbacek	District		District Checking	78.32	450.02
Check	07/25/2019	10498	Santa Rosa Uniform ...	Lindeblad	District		District Checking	179.58	629.60
Check	07/25/2019	10498	Santa Rosa Uniform ...	Lindeblad	District		District Checking	74.01	703.61
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1413073 S...	District		District Checking	137.22	840.83
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1413117 S...	District		District Checking	10.85	851.68
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1413118 S...	District		District Checking	34.83	886.51
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1412949 P...	District		District Checking	34.83	921.34
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1412931 P...	District		District Checking	144.75	1,066.09
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1412916 ...	District		District Checking	66.44	1,132.53
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1413032 ...	District		District Checking	200.29	1,332.82
Total 86-2050 · CLOTHING & PERSONAL ITE								1,332.82	1,332.82
<b>86-2060 · COMMUNICATIONS</b>									
<b>INTERNET SERVICE</b>									
<b>Comcast</b>									
Check	07/18/2019	ACH	Comcast/Xfinity	815530057012...			District Checking	92.97	92.97
Check	08/19/2019	ACH	Comcast/Xfinity	815530057012...	District		District Checking	92.97	185.94
Total Comcast								185.94	185.94
<b>INTERNET SERVICE - Other</b>									
Check	07/01/2019	ACH	Verizon Wireless	June 2019 Pay...	District		District Checking	36.60	36.60
Check	07/31/2019	ACH	Verizon Wireless	July 2019	District		District Checking	37.15	73.75
Check	08/07/2019	ACH	Verizon Wireless	August 2019	District		District Checking	35.45	109.20
Check	08/07/2019	VOID	Verizon Wireless	August 2019	District		District Checking	0.00	109.20
Total INTERNET SERVICE - Other								109.20	109.20
Total INTERNET SERVICE								295.14	295.14
<b>web design</b>									
Check	07/24/2019	ACH	Digital Deployment	Member 75	District		District Checking	75.00	75.00
Check	08/24/2019	ACH	Digital Deployment	Member 75	District		District Checking	75.00	150.00
Total web design								150.00	150.00
<b>86-2060 · COMMUNICATIONS - Other</b>									
Credit Card Charge	07/02/2019		SLACK		District		Umpqua Bank	152.74	152.74
Check	08/31/2019	10521	Umpqua Bank	Slack	District		District Checking	150.39	303.13
Total 86-2060 · COMMUNICATIONS - Other								303.13	303.13
Total 86-2060 · COMMUNICATIONS								748.27	748.27
<b>86-2080 · FOOD</b>									
Check	08/31/2019	10521	Umpqua Bank	Costco	District		District Checking	164.97	164.97
Total 86-2080 · FOOD								164.97	164.97
<b>86-2101 · INSURANCE GENERAL</b>									
Check	07/25/2019	10508	Golden State Risk Ma...	July 1, 2019 th...	District		District Checking	13,426.00	13,426.00
Total 86-2101 · INSURANCE GENERAL								13,426.00	13,426.00
<b>86-2120 · MAINTENANCE EQUIPMENT</b>									
<b>Radio Maintenance</b>									
Check	07/25/2019	10501	Fisher Wireless Servi...	Invoice 230750	District		District Checking	660.26	660.26
Check	07/27/2019	10516	Fisher Wireless Servi...	Invoice 230900	District		District Checking	638.57	1,298.83
Total Radio Maintenance								1,298.83	1,298.83
<b>Vehicle Maintenance</b>									
<b>8131</b>									
Check	08/31/2019	10528	Fort Bragg Diesel Inc	Invoice No. 32...	District		District Checking	204.06	204.06
Total 8131								204.06	204.06
<b>8181</b>									
Check	07/25/2019	10506	Fort Bragg Diesel Inc	Invoice No's: 3...	District		District Checking	416.76	416.76
Total 8181								416.76	416.76
Total Vehicle Maintenance								620.82	620.82
Total 86-2120 · MAINTENANCE EQUIPMENT								1,919.65	1,919.65
<b>86-2140 · MEDICAL, LAB SUPPLIES</b>									
<b>Gasses</b>									
<b>Eureka Oxygen</b>									
Check	07/27/2019	10515	Eureka Oxygen Co	Invoice DM008...	District		District Checking	125.00	125.00
Check	08/31/2019	10520	Eureka Oxygen Co	Invoice 00803...	District		District Checking	131.48	256.48
Check	08/31/2019		Eureka Oxygen Co				Fire Department...	0.00	256.48
Check	08/31/2019	10529	Thompson's PortaSe...	Invoice 8614 A...	District		District Checking	227.88	484.36

**Albion Little River Fire Protection District**  
**Revenue & Expense Detail**  
 July through August 2019

2:02 PM

09/12/19

Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Total Eureka Oxygen								484.36	484.36
Total Gasses								484.36	484.36
Total 86-2140 · MEDICAL, LAB SUPPLIES								484.36	484.36
<b>86-2170 · DISTRICT OFFICE SUPPLIE</b>									
<b>Classified Ad</b>									
Check	07/25/2019	10509	Fort Bragg Advocate-...	Classified ad t...	District		District Checking	489.00	489.00
Total Classified Ad								489.00	489.00
<b>Publications</b>									
Check	08/31/2019	10521	Umpqua Bank	Paypal - Contr...	District		District Checking	270.00	270.00
Total Publications								270.00	270.00
<b>Paper, Ink, Materials</b>									
Check	08/31/2019	10525	Wendy Meyer	Reimbursemen...	District		District Checking	11.67	11.67
Check	08/31/2019	10527	Office Depot	Invoice 36180...	District		District Checking	152.07	163.74
Total Paper, Ink, Materials								163.74	163.74
<b>Printing &amp; Copying Services</b>									
Check	07/25/2019	10502	The Color Mill	30 Map Books	District		District Checking	713.35	713.35
Check	08/31/2019	10521	Umpqua Bank	Color Mill Incid...	District		District Checking	32.66	746.01
Total Printing & Copying Services								746.01	746.01
Total 86-2170 · DISTRICT OFFICE SUPPLIE								1,668.75	1,668.75
<b>86-2181 · AUDITING &amp; FISCAL SERVI</b>									
<b>Bookkeeping Services</b>									
Check	08/31/2019	10517	Rachel Miller Bookke...	Invoice 1705 d...	District		District Checking	250.00	250.00
Check	08/31/2019	10517	Rachel Miller Bookke...	Invoice 1721 d...	District		District Checking	62.50	312.50
Total Bookkeeping Services								312.50	312.50
Total 86-2181 · AUDITING & FISCAL SERVI								312.50	312.50
<b>86-2187 · EDUCATION &amp; TRAINING</b>									
<b>Food</b>									
Check	07/25/2019	10504	Debbi Wolfe	Reimbursemen...	District		District Checking	146.70	146.70
Check	08/31/2019	10521	Umpqua Bank	Good Life Cafe	District		District Checking	18.02	164.72
Total Food								164.72	164.72
<b>86-2187 · EDUCATION &amp; TRAINING - Other</b>									
Check	08/31/2019	10518	Sheila Klopper	Reimbursemen...	District		District Checking	60.02	60.02
Check	08/31/2019	10523	Barbara Schneider	Reimbursemen...	District		District Checking	60.02	120.04
Total 86-2187 · EDUCATION & TRAINING - Other								120.04	120.04
Total 86-2187 · EDUCATION & TRAINING								284.76	284.76
<b>86-2189 · PROFESIONAL &amp; SPECIAL SERVICES</b>									
<b>District Counsel Services</b>									
Check	07/25/2019	10507	Atkinson, Andelson, L...	Invoice 57305...	District		District Checking	675.00	675.00
Total District Counsel Services								675.00	675.00
<b>86-2189 · PROFESIONAL &amp; SPECIAL SERVICES - Other</b>									
Check	08/31/2019	10519	Adair, Potswald & He...	Invoice U42095	District		District Checking	168.40	168.40
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES - Other								168.40	168.40
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES								843.40	843.40
<b>86-2200 · RENT- LEASE EQUIPMENT</b>									
<b>8181 8191 Lease Purchase</b>									
<b>Interest 8181 8191</b>									
Check	07/25/2019	10511	Santa Cruz County B...	Account No. 9...	District		District Checking	6,067.51	6,067.51
Total Interest 8181 8191								6,067.51	6,067.51
<b>Principal 8181 8191</b>									
Check	07/25/2019	10511	Santa Cruz County B...	Account No. 9...	District		District Checking	6,432.49	6,432.49
Total Principal 8181 8191								6,432.49	6,432.49
Total 8181 8191 Lease Purchase								12,500.00	12,500.00
Total 86-2200 · RENT- LEASE EQUIPMENT								12,500.00	12,500.00
<b>86-2250 · TRANSPORTATION &amp; TRAVEL</b>									
<b>FLEET FUEL</b>									
<b>Bulk Fuel Delivery</b>									
Check	07/27/2019	10514	Redwood Coast Fuels	Invoice 1133114	District		District Checking	470.54	470.54
Check	08/31/2019	10522	Redwood Coast Fuels	Invoice 1133591	District		District Checking	587.89	1,058.43
Total Bulk Fuel Delivery								1,058.43	1,058.43
<b>FLEET FUEL - Other</b>									
Check	08/31/2019	10521	Umpqua Bank	Albion Grocery...	District		District Checking	101.80	101.80
Check	08/31/2019	10521	Umpqua Bank	Albion Grocery...	District		District Checking	88.70	190.50

## Albion Little River Fire Protection District Revenue & Expense Detail July through August 2019

2:02 PM

09/12/19

Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	08/31/2019	10521	Umpqua Bank	Nor Cal Gasoli...	District		District Checking	26.60	217.10
Total FLEET FUEL - Other								217.10	217.10
Total FLEET FUEL								1,275.53	1,275.53
Total 86-2250 · TRANSPORTATION & TRAVEL								1,275.53	1,275.53
<b>86-2260 · UTILITIES</b>									
<b>Albion Water District</b>									
Check	07/25/2019	10500	Albion Mutual Water ...	Invoice 1920-1...	District		District Checking	135.00	135.00
Total Albion Water District								135.00	135.00
<b>PG&amp;E</b>									
Check	07/16/2019	ACH	PG&E	July 2019 Invoi...	District		District Checking	151.35	151.35
Check	08/16/2019	ACH	PG&E	0210095100-9	District		District Checking	167.69	319.04
Total PG&E								319.04	319.04
<b>Suburban Propane</b>									
Check	08/31/2019	10524	Suburban Propane	Account No. 1...	District		District Checking	372.43	372.43
Total Suburban Propane								372.43	372.43
<b>Thompson Septic Service</b>									
Check	07/25/2019	10503	Thompson's PortaSe...	Invoice 8395	District		District Checking	227.88	227.88
Total Thompson Septic Service								227.88	227.88
<b>Waste Management</b>									
Check	07/23/2019	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	27.90
Check	08/21/2019	ACH	Waste Management	799-0001196-...			District Checking	27.90	55.80
Total Waste Management								55.80	55.80
Total 86-2260 · UTILITIES								1,110.15	1,110.15
<b>86-3113 · PAYMENTS TO GOVT AGENCIES</b>									
<b>COUNTY ASSESSOR-TAX ASSESSMENT</b>									
Check	07/25/2019	10510	MENDOCINO COUN...	Invoice 2028 - ...	District		District Checking	467.15	467.15
Total COUNTY ASSESSOR-TAX ASSESSMENT								467.15	467.15
Total 86-3113 · PAYMENTS TO GOVT AGENCIES								467.15	467.15
<b>86-4370 · EQUIPMENT (PURCHASE)</b>									
<b>Vehicles</b>									
Check	08/31/2019	10526	L.N Curtis & Sons	TC Strut Truck...	District		District Checking	5,906.04	5,906.04
Total Vehicles								5,906.04	5,906.04
<b>86-4370 · EQUIPMENT (PURCHASE) - Other</b>									
Check	07/25/2019	10505	Village Hardware	Acct #113 Ref...	District		District Checking	66.33	66.33
Check	07/27/2019	10513	RHOADS AUTO PAR...	Battery	District		District Checking	295.17	361.50
Check	08/31/2019	10521	Umpqua Bank	Amazon (Rees)	District		District Checking	43.60	405.10
Total 86-4370 · EQUIPMENT (PURCHASE) - Other								405.10	405.10
Total 86-4370 · EQUIPMENT (PURCHASE)								6,311.14	6,311.14
Total Expense								52,045.67	52,045.67
<b>Net Income</b>								<b>-41,686.11</b>	<b>-41,686.11</b>

## Albion Little River Fire Protection District Donations Revenue & Expense Detail July through August 2019

2:03 PM

09/12/19

Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>Income</b>									
<b>82-7705 · Donations</b>									
<b>BBQ</b>									
Deposit	07/15/2019	3256	Laurel A. Ellen/Joann...	2019 Barbeque	FD Donati...		Fire Department...	9.00	9.00
Deposit	07/15/2019	1080	Sharon Hansen	2019 Barbeque	FD Donati...		Fire Department...	150.00	159.00
Deposit	07/15/2019	3584	James D. Brown	2019 Barbeque	FD Donati...		Fire Department...	200.00	359.00
Deposit	07/15/2019	3333	Lavery Murray	2019 Barbeque	FD Donati...		Fire Department...	300.00	659.00
Deposit	07/15/2019		Albion-Little River Fir...	Deposit	FD Donati...		Fire Department...	466.00	1,125.00
Deposit	07/15/2019		Carolyn Latkin	Deposit	FD Donati...		Fire Department...	50.00	1,175.00
Total BBQ								1,175.00	1,175.00
<b>Business</b>									
Deposit	08/06/2019	188719	Albion-Little River Fir...	CRV Proceeds			Fire Department...	58.62	58.62
Total Business								58.62	58.62
<b>Individual</b>									
Deposit	07/01/2019	3438	John & G.C. McSheff...	Deposit	FD Donati...		Fire Department...	500.00	500.00
Deposit	07/15/2019	4771	Robert & Vicki Bruce	Deposit	FD Donati...		Fire Department...	75.00	575.00
Deposit	07/15/2019	3297	Robert & Dorothy Ayres	Deposit	FD Donati...		Fire Department...	50.00	625.00
Deposit	07/15/2019	00009...	JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	660.00
Deposit	07/24/2019		Albion-Little River Fir...	Collection from...			Fire Department...	87.16	747.16
Deposit	07/24/2019	188312	Albion-Little River Fir...	CRV Collection			Fire Department...	44.69	791.85
Deposit	08/06/2019	00009...	Albion-Little River Fir...	Rasker Donation			Fire Department...	35.00	826.85
Total Individual								826.85	826.85
<b>82-7705 · Donations - Other</b>									
Deposit	07/15/2019	187800	Albion-Little River Fir...	CRV Proceeds	FD Donati...		Fire Department...	91.08	91.08
Deposit	07/15/2019	187754	Albion-Little River Fir...	CRV Proceeds	FD Donati...		Fire Department...	66.19	157.27
Deposit	07/24/2019	11588	Community Foundation	Annual Estate ...			Fire Department...	8,090.89	8,248.16
Total 82-7705 · Donations - Other								8,248.16	8,248.16
Total 82-7705 · Donations								10,308.63	10,308.63
Total Income								10,308.63	10,308.63
Gross Profit								10,308.63	10,308.63
<b>Expense</b>									
<b>BBQ</b>									
<b>FOOD</b>									
Check	08/31/2019	10521	Umpqua Bank	Additional Wat...	District		District Checking	23.40	23.40
Total FOOD								23.40	23.40
Total BBQ								23.40	23.40
Total Expense								23.40	23.40
<b>Net Income</b>								<b>10,285.23</b>	<b>10,285.23</b>

## Albion Little River Fire Protection District

### Building Fund Register

As of August 31, 2019

2:04 PM

09/12/19

Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>Building Fund - Checking</b>							
Deposit	07/31/2019			Interest	82-4100 · INTE...	0.45	10,609.98
Deposit	08/31/2019			Interest	82-4100 · INTE...	0.45	10,610.43
Total Building Fund - Checking						0.90	10,610.88
<b>TOTAL</b>						<b>0.90</b>	<b>10,610.88</b>

**TAX REVENUE AND APPROPRIATIONS BUDGET FOR FISCAL YEAR 2019 - 2020 Draft**

014

**DISTRICT NAME:** ALBION LITTLE RIVER FIRE PROTECTION

**FUND NUMBER:** 341

**TOTAL ESTIMATED REVENUE FOR 2019-2020** \$267,502.00

**ACTUAL FUND BALANCE AS OF 5/30/19** \$456,054.41

**TOTAL TAX FUNDS AVAILABLE FOR APPROPRIATIONS IN 2019 - 2020** \$723,556.41  
 (Appropriations must not exceed this amount)

**ESTIMATED REVENUE**

821110	CURRENT SECURED TAX	\$88,266.00
821120	CURRENT UNSECURED TAX	\$2,798.00
821130	SB 813 SUPPLEMENTAL TAX	\$290.00
821220	PRIOR UNSECURED TAX	\$81.00
821300	SPECIAL TAX (FIRE ASSESSMENTS)	\$159,558.00
821510	SALES TAX - PUBLIC SAFETY (Prop 172)	\$13,349.00
821600	TIMBER TAX	\$269.00
824100	INTEREST	\$2,200.00
825481	HOMEOWNERS PROPERTY TAX RELIEF	\$691.00

**TOTAL ESTIMATED REVENUE** **\$267,502.00**

**APPROPRIATIONS**

**CONTINGENCIES**

860010	MEASURE M CONTINGENCY RESERVE	\$0.00
860011	SPECIAL CONTINGENCY RESERVE (LEASE COLLATERAL) (fixed reserve)	\$43,000.00

**TOTAL CONTINGENCY RESERVE** **\$43,000.00**

**SALARY & BENEFITS**

861011	REGULAR EMPLOYEES	\$20,000.00
861014	MISCELLANEOUS EMPLOYEE BENEFITS	\$1,500.00
861035	WORKERS COMPENSATION INSURANCE	\$9,000.00

**TOTAL SALARY & BENEFITS** **\$30,500.00**

**SERVICES & SUPPLIES**

862050	CLOTHING & PERSONAL ITEMS	\$28,000.00
862060	COMMUNICATIONS	\$6,000.00
862080	FOOD	\$2,000.00
862101	INSURANCE - GENERAL	\$13,000.00
862120	MAINTENANCE - EQUIPMENT	\$30,000.00
862130	MAINTENANCE - STRUCTURES & GROUNDS	\$9,000.00
862140	MEDICAL, DENTAL & LAB SUPPLIES	\$5,000.00
862150	MEMBERSHIPS	\$3,500.00
862170	OFFICE EXPENSE	\$6,800.00
862181	AUDITING & FISCAL SERVICES	\$2,200.00
862185	MEDICAL, DENTAL SERVICES	\$1,500.00
862187	EDUCATION & TRAINING	\$18,500.00
862189	PROFESSIONAL & SPECIAL SERVICES - OTHER	\$6,000.00
862200	RENTS & LEASES EQUIPMENT	\$85,000.00
862210	RENTS & LEASES BUILDINGS & GROUNDS	\$0.00
862231	ELECTION SUPERVISION & SERVICES	\$500.00
862250	TRANSPORTATION & TRAVEL	\$12,000.00
862260	UTILITIES	\$8,000.00

**TOTAL SERVICES & SUPPLIES** **\$237,000.00**

**OTHER APPROPRIATIONS**

863113	PAYMENTS TO OTHER GOVERNMENT AGENCIES	\$3,500.00
864360	STRUCTURES & IMPROVEMENTS	\$85,000.00
864370	EQUIPMENT	INCREASED \$38,000.00 FOR LIKE AMOUNT MOVED

**TOTAL OTHER APPROPRIATIONS** **\$213,500.00**

**TOTAL APPROPRIATIONS**

**\$524,000.00**

**ESTIMATED REVENUE OVER/UNDER APPROPRIATIONS**

**\$199,556.41**

*LEE WELTY, TREASURER*  
 8/10/2019  


*APPROVED BY BOARD*  
 7/16/2019

Special District Budget Worksheet  
Fiscal Year 2019-20

District Name ALBION LITTLE RIVER FIRE PROTECTION

Fund or ORG Number 341

Total estimated revenue for 2019-20	<u>267,502.00</u>
Add estimated Fund Balance @ 6-30-19	<u>456,054.91</u>
Total available for appropriation in 2019-20	<u>723,556.91</u>

(Appropriations must not exceed this amount)

Estimated Revenue

821110 Current Secured Tax	<u>88,266.00</u>
821120 Current Unsecured Tax	<u>2,798.00</u>
821130 Supplemental Roll Tax	<u>290.00</u>
821220 Prior Unsecured Tax	<u>81.00</u>
821300 Special Tax (Fire Assessments)	<u>159,558.00</u>
821510 PROP 172	<u>13,349.00</u>
821600 Timber Yield Tax	<u>269.00</u>
821700 Highway Property Rental	<u>-</u>
824100 Interest	<u>2,200.00</u>
824110 Endowment Fund Interest	<u>-</u>
824200 Rents & Concessions	<u>-</u>
825481 Homeowners Property Tax Relief	<u>691.00</u>
825490 State Other	<u>_____</u>
825670 Federal Other	<u>_____</u>
826199 Emergency Response Fee	<u>_____</u>
826390 Other Charges	<u>_____</u>
827500 Sale of Fixed Assets	<u>_____</u>
827600 Other Sales	<u>_____</u>
827700 Other Income	<u>_____</u>
827702 Insurance & Premium Returns	<u>_____</u>
827707 Donations	<u>_____</u>
827802 Operating Transfer In	<u>_____</u>
<b>Total Estimated Revenue</b>	<u><u>267,502.00</u></u>

Special District Budget Worksheet  
Fiscal Year 2019-20

Appropriations

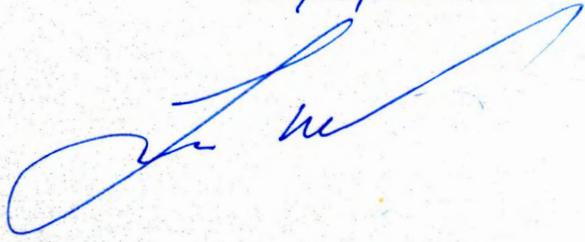
860010 Appropriation for Contingencies	<u>43,000.00</u>
861011 Regular Employee Salaries	<u>20,000.00</u>
861012 Extra Help	
861013 Overtime	
861014 Miscellaneous Salaries	<u>1,500.00</u>
861021 Contribution to Retirement	
861022 Contribution to OASDI	
861023 Contribution to Medicare	
861030 Contribution to Employee Insurance	
861031 Unemployment Insurance	
861035 Workers' Compensation Insurance	<u>9,000.00</u>
Total Salaries & Benefits	<u>30,500.00</u>
862050 Clothing & Personal Items	<u>28,000.00</u>
862060 Communications	<u>6,000.00</u>
862080 Food	<u>2,000.00</u>
862090 Household Expense	
862101 Insurance - General	<u>13,000</u>
862120 Maintenance - Equipment	<u>30,000</u>
862130 Maintenance - Structures & Grounds	<u>7,000</u>
862140 Medical, Dental & Lab Supplies	<u>5,000</u>
862150 Memberships	<u>3,500</u>
862160 Miscellaneous Expense	
862170 Office Expense	<u>6,800</u>
862181 Auditing & Fiscal Services	<u>2,200</u>
862182 Data Processing Services	
862183 Legal Fees	
862185 Medical & Dental Services	<u>1,500</u>
862187 Education & Training	<u>18,500</u>
862189 Professional & Specialized Services	<u>6,000</u>
862190 Publication & Legal Notices	
862200 Rents & Leases - Equipment	<u>85,000</u>

Special District Budget Worksheet  
Fiscal Year 2019-20

862220 Small Tools & Instruments	
862231 Election Supplies & Services	<u>500.00</u>
862239 Special Departmental Expense	
862250 Transportation & Travel	<u>12,500.00</u>
862251 Ambulance	
862260 Utilities	<u>8,000.00</u>
Total Services & Supplies	<u>237,000.00</u>
863113 Payments to Other Governments	<u>3,500.00</u>
863310 Interest Expense	
863311 Principal Expense	
863340 Taxes & Assessments	
Total Other Charges	
864350 Land	
864360 Structures & Improvements	<u>85,000.00</u>
864370 Equipment	<u>125,000.00</u>
Total Fixed Assets	
865802 Operating Transfer Out	
Total Appropriations	<u><u>524,000.00</u></u>
Excess of Estimated Revenue over/(under) Appropriations	<u><u>199,556.41</u></u>

Submitted by: LEE WELTY, TREASURER

Date: 8/10/2019



**Apparatus Report** 9/16/19

Steel water tender tank - Sold to Paul Shandel \$1000.00

Old Rescue 8130 – Sold to Craig Hathaway \$1000.00

Utility 8131 - status to be determined.

Zodiac Boat and trailer to be listed on GovDeals auction websight

## Become a Seller

Please review the information and click Submit below.

By submitting this information, you are authorizing GovDeals to open an account for your entity to sell surplus equipment on GovDeals.com.

I would like to become a seller on GovDeals.

<b>*Agency Name:</b> Albion Little River Fire Protection District	<b>*Address 1:</b> PO Box 634
<b>*Contact Person:</b> Steven Acker	<b>Address 2:</b>
<b>*Contact Title:</b> Director	<b>*City:</b> Albion
<b>*Email:</b> stevea@albionfire.com	<b>*Country:</b> United States of America
<b>*Phone:</b> 707 937 4022 <b>Ext:</b>	<b>*State:</b> California
<b>Fax:</b>	<b>*Postal Code:</b> 95410
<b>Website:</b> http://www.albionfire.com	<b>Logo:</b>

I do not have items to sell.

**\*Accounting Contact**  
**(Person to receive checks and invoices):** Wendy Meyer  
**\*Accounting Email:** wendy@albionfire.com  
**\*Accounting Phone:** 707 937 4022

**Accounting Ext.:**  
**Payment Option:** Paper  
**Make Check payable to:** Albion Little River Fire Protection District  
**Address 1:** PO Box 634  
**Address 2:**  
**City:** Albion  
**State:** CA  
**Country:** USA  
**Postal Code:** 95410

Client's Fee / Buyer's Premium: 0 % / 12.5 % (Percentages)

I approve and do not wish to alter the standard terms and conditions that buyers must agree to before bidding on my assets.

Comments:

Help Desk Hours: Monday - Friday, 8 am - 7 pm ET.  
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