

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

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

1. **Call to order and determination of a quorum.**
2. **Public communication to the Board.** An opportunity is provided for members of the public to address the Board with respect to matters within the Board's jurisdiction whether on the agenda or not. For action items the public may also address the board at the time the item is presented for action.
3. **Fire Chief's report, including operational needs.**
  - A) **Incident reports.** The Fire Chief is requested to provide written report on the types of calls to which the Department has responded since the last Board meeting, and to note any trends which would suggest a need for changes to the District's and the Department's planning.
  - B) **Fund raising, gifts and service fees.** Chief's report of current information on fundraising, gifts to the Department, and any calls on which service fees should be levied by the District Board.
  - C) **Fire Department report.** Chief's report on other Department progress.
  - D) **Fire Department operational needs.** Chief's report on Department needs.
4. **Treasurer's report.** Current financial statements for the District will be presented by the District's bookkeeper, and Alan Taeger as President will make any necessary explanations.
5. **Secretary's report.**
  - A) **Communications to the Board will be presented.**
  - B) **Minutes.** Minutes of the Oct 29, 2008 regular meeting and Nov. 4, 2008 special meeting will be approved and/or revised and approved.
6. **Items for consideration and possible action:**
  - A) **None at this time**
  - B. **Approve fire department nominations for Chief position.**
7. **Land, buildings and equipment.**
  - A) **Vehicle maintenance report**
8. **Committee reports:** Committee reports, if any, will be presented.
  - A) **Property Tax to Board report**
  - B) **Station 811 report.**
  - C) **Vehicle Committee**
9. **Board Directors' reports.** Individual Board members may report on topics including but not limited to insurance, bylaws, a website, and benefits for firefighters. The Board may schedule a session so that the Board may be trained on its responsibilities in relationship to the Department and on financial matters.
10. **Next meeting Wednesday Dec. 17, 2008 at 7:30pm, Station 810.**
11. **Adjournment.**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Board in writing at P.O. Box 634, Albion, CA 95410-0634, at least two days before the meeting date.

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3. **Fire Chief's report, including operational needs.**
  - A) **Incident reports.** The Fire Chief is requested to provide written report on the types of calls to which the Department has responded since the last Board meeting, and to note any trends which would suggest a need for changes to the District's and the Department's planning. *No major incidents, prob w/ local of drivers & wildland f.*
  - B) **Fund raising, gifts and service fees.** Chief's report of current information on fundraising, gifts to the Department, and any calls on which service fees should be levied by the District Board. *\$67k to dist for Lightn. Fire has carried*
  - C) **Fire Department report.** Chief's report on other Department progress.
  - D) **Fire Department operational needs.** Chief's report on Department needs. *Need new HPSCBA \$13K ea*
4. **Treasurer's report.** Current financial statements for the District will be presented by the District's bookkeeper, and Alan Taeger as President will make any necessary explanations. *1300 for 10 @ avail.*
5. **Secretary's report.**
  - A) **Communications to the Board will be presented.**
  - B) **Minutes.** Minutes of the Oct 29, 2008 regular meeting and Nov. 4, 2008 special meeting will be approved and/or revised and approved.
6. **Items for consideration and possible action:**
  - A) **None at this time**
  - B. **Approve fire department nominations for Chief position.** *Darnelle*
7. **Land, buildings and equipment.**
  - A) **Vehicle maintenance report** - *8002 needs protect low*
8. **Committee reports:** Committee reports, if any, will be presented.
  - A) **Property Tax to Board report**
  - B) **Station 811 report.** - *grah comite*
  - C) **Vehicle Committee** *not*
9. **Board Directors' reports.** Individual Board members may report on topics including but not limited to insurance, bylaws, a website, and benefits for firefighters. The Board may schedule a session so that the Board may be trained on its responsibilities in relationship to the Department and on financial matters.
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ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUDGET OVERVIEW WORKSHEET

CODE #	DESCRIPTION	2004-2005		2005-2006		2006-2007		2007-2008		2008-2009		PER 11/19/08 ACTUAL
		ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	
	<b>REVENUE</b>											
821110	CURRENT SECURED TAX	\$51,134.00	\$51,798.40	\$55,772.00	\$56,893.88	\$61,117.00	\$63,486.74	\$67,469.00	\$68,341.10	\$72,104.00	\$68,341.10	
821120	CURRENT UNSECURED TAX	\$1,850.00	\$1,875.17	\$1,849.00	\$1,985.33	\$1,916.00	\$2,127.35	\$2,053.00	\$2,120.79	\$2,074.00	\$2,074.00	
821130	SB 813 SUPPLEMENTAL TAX	\$1,668.00	\$2,191.04	\$2,189.00	\$2,269.46	\$2,237.00	\$2,985.03	\$2,834.00	\$2,516.55	\$2,288.00	\$2,288.00	
821210	PRIOR SECURED PROPERTY TAX	\$0.00	\$57.84	\$0.00	\$3.84	\$0.00	(\$70.95)	\$0.00	\$331.97	\$0.00	\$331.97	
821220	PRIOR UNSECURED PROPERTY TAX	\$75.00	\$114.11	\$110.00	\$110.27	\$103.00	\$129.57	\$106.00	\$32.41	\$34.00	\$34.00	
821300	SPECIAL TAX (FIRE ASSESSMENTS)	\$70,587.00	\$75,300.00	\$77,032.00	\$77,550.00	\$77,550.00	\$77,710.00	\$75,000.00	\$77,550.00	\$75,000.00	\$77,550.00	
821600	TIMBER YIELD TAX	\$342.00	\$327.68	\$322.00	\$484.49	\$397.00	\$448.29	\$486.00	\$383.82	\$374.00	\$383.82	
821700	HIGHWAY PROPERTY RENTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.39	\$0.00	\$0.00	\$0.00	\$0.00	
824100	INTEREST	\$878.00	\$2,998.76	\$966.00	\$7,084.69	\$3,000.00	\$13,154.55	\$9,000.00	\$13,581.82	\$10,000.00	\$13,581.82	
825481	HOMEOWNER PROPERTY TAX RELIEF	\$825.00	\$817.42	\$817.00	\$806.26	\$806.00	\$809.12	\$809.00	\$802.76	\$803.00	\$802.76	
825490	STATE OTHER	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
826140	ELECTION SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
827500	SALE OF FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
827700	OTHER	\$0.00	\$12,247.54	\$6,000.00	\$461.00	\$0.00	\$0.00	\$0.00	\$15,394.00	\$0.00	\$15,394.00	
827702	INSURANCE PAYMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	<b>TOTAL REVENUE</b>	\$127,459.00	\$147,727.96	\$145,057.00	\$147,659.22	\$147,128.00	\$160,760.09	\$157,757.00	\$181,055.22	\$182,677.00	\$181,055.22	
	<b>FUND BALANCE CARRIED FORWARD</b>					\$290,000.00		\$341,617.00	\$347,520.83		\$347,520.83	
	<b>APPROPRIATIONS</b>											
861035	WORKERS COMPENSATION INSURANCE	\$9,000.00	\$7,972.00	\$9,000.00	\$5,458.00	\$6,000.00	\$6,208.00	\$6,000.00	\$4,960.00	\$6,000.00	\$4,960.00	\$373.00
862050	CLOTHING & PERSONAL ITEMS	\$4,000.00	\$4,227.67	\$4,000.00	\$3,939.97	\$4,000.00	\$5,575.14	\$6,000.00	\$8,722.14	\$6,000.00	\$8,722.14	\$2,081.86
862060	COMMUNICATIONS	\$2,000.00	\$3,539.85	\$2,000.00	\$10,659.45	\$5,000.00	\$5,947.31	\$10,000.00	\$9,157.98	\$10,000.00	\$9,157.98	\$2,217.99
862090	HOUSEHOLD EXPENSE	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
862101	INSURANCE - GENERAL	\$9,000.00	\$13,575.00	\$9,000.00	\$5,880.00	\$6,000.00	\$5,880.00	\$6,000.00	\$5,640.00	\$6,000.00	\$5,640.00	
862120	MAINTENANCE - EQUIPMENT	\$10,000.00	\$10,760.35	\$10,000.00	\$11,293.34	\$28,000.00	\$11,873.16	\$12,000.00	\$14,908.90	\$40,000.00	\$14,908.90	\$6,179.47
862130	MAINTENANCE - STRUCTURES & GROUNDS	\$2,000.00	\$1,442.06	\$6,000.00	\$5,200.92	\$3,000.00	\$3,449.71	\$15,000.00	\$12,062.46	\$5,000.00	\$12,062.46	\$1,164.51
862140	MEDICAL, DENTAL & LAB SUPPLIES	\$3,000.00	\$5,612.73	\$3,000.00	\$4,742.25	\$4,000.00	\$4,550.15	\$6,500.00	\$5,753.38	\$8,000.00	\$5,753.38	\$2,022.22
862150	MEMBERSHIPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$459.67	\$2,500.00	\$2,147.00	\$2,500.00	\$2,147.00	\$2,085.00
862160	MISCELLANEOUS EXPENSE	\$0.00	\$0.00	\$0.00	\$165.00	\$0.00	(\$100.00)	\$0.00	\$0.00	\$0.00	\$0.00	
862170	OFFICE EXPENSE	\$200.00	\$141.26	\$200.00	\$192.34	\$200.00	\$398.35	\$600.00	\$479.13	\$3,000.00	\$479.13	\$2,833.46
862181	AUDITING & FISCAL SERVICES	\$3,000.00	\$4,413.29	\$5,000.00	\$1,346.20	\$2,000.00	\$4,169.50	\$5,000.00	\$1,625.28	\$5,000.00	\$1,625.28	\$3,411.21
862184	ARCHITECT & ENGINEERING SERVICES (811)	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	
862185	MEDICAL, DENTAL SERVICES	\$1,000.00	\$476.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	
862187	EDUCATION & TRAINING	\$10,000.00	\$1,208.39	\$5,000.00	\$4,505.19	\$10,000.00	\$12,270.50	\$10,000.00	\$7,420.27	\$10,000.00	\$7,420.27	\$7,449.54
862189	PROFESSIONAL & SPECIAL SERVICES - OTHER	\$0.00	\$1,506.00	\$0.00	\$1,555.80	\$500.00	\$1,554.20	\$1,500.00	\$1,551.00	\$1,500.00	\$1,551.00	\$1,500.00
862210	RENTS & LEASES BUILDINGS & GROUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.00	\$0.00	\$0.00	\$0.00	\$0.00	
862220	SMALL TOOLS & INSTRUMENTS	\$0.00	\$2,098.37	\$2,000.00	\$2,936.02	\$3,000.00	\$4,294.64	\$3,500.00	\$3,173.66	\$3,500.00	\$3,173.66	\$1,813.91
862231	ELECTION SUPERVISION & SERVICES	\$0.00	\$0.00	\$0.00	\$225.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
862250	TRANSPORTATION & TRAVEL	\$16,000.00	\$14,630.37	\$16,000.00	\$13,120.18	\$16,000.00	\$20,212.59	\$25,000.00	\$17,394.64	\$26,000.00	\$17,394.64	\$5,138.80
862260	UTILITIES	\$4,000.00	\$2,502.83	\$3,000.00	\$2,663.27	\$3,000.00	\$3,340.58	\$3,000.00	\$3,483.86	\$5,000.00	\$3,483.86	\$1,771.76
863113	PAYMENTS TO OTHER GOVT AGENCIES	\$300.00	\$179.89	\$300.00	\$1,588.45	\$1,000.00	\$2,380.19	\$3,000.00	\$285.89	\$3,000.00	\$285.89	\$564.49
864350	LAND	\$0.00	\$30,683.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
864360	STRUCTURES & IMPROVEMENTS	\$0.00	\$54.00	\$0.00	\$15,751.77	\$0.00	\$7,502.14	\$10,000.00	\$6,334.16	\$15,000.00	\$6,334.16	\$700.00
864370	EQUIPMENT	\$6,000.00	\$2,091.05	\$5,000.00	\$1,564.61	\$3,000.00	\$27,304.46	\$5,000.00	\$2,818.09	\$145,000.00	\$2,818.09	\$1,000.00
	<b>TOTAL APPROPRIATIONS</b>	\$81,700.00	\$107,604.11	\$80,700.00	\$92,788.46	\$94,900.00	\$133,274.29	\$133,600.00	\$107,917.72	\$300,500.00	\$107,917.72	\$40,837.22
	<b>TOTAL AVAILABLE FOR APPROPRIATIONS</b>							\$447,757.00	\$510,197.83		\$510,197.83	
	<b>UNAPPROPRIATED FUNDS</b>							\$314,157.00	\$209,697.83		\$209,697.83	

## Itemized Categories:2

10/29/2008 through 11/19/2008 (Cash Basis)

11/18/2008

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Date	Account	Num	Description	Memo	Amount
<b>EXPENSES</b>					<b>-10,014.59</b>
<b>86-2050-CLOTHING</b>					<b>-1,026.79</b>
11/7/2008	District Checking	2703	Gall's Inc.	510005467	-103.70
11/17/2008	County	4012750	...Albion LITTLE RIVER FIRE DEPT, IN...		-539.98
11/17/2008	District Checking	2711	Gall's Inc.	5100006780	-383.11
<b>86-2060-COMMUNICATIONS</b>					<b>-191.71</b>
11/14/2008	District Checking	2709	AT&T	960755-417...	-157.85
11/18/2008	District Checking	2714	AT&T	030153835...	-33.86
<b>86-2120-MAINTENANCE EQ</b>					<b>-159.75</b>
11/4/2008	District Checking	2700	P&W Paging & Wireless	#40617	-84.75
11/17/2008	County	4012750	...Albion LITTLE RIVER FIRE DEPT, IN...		-75.00
<b>86-2140-MED SUPPLIES</b>					<b>-778.21</b>
10/31/2008	District Checking	2698	Specialty Labs	#3365525	-89.94
11/14/2008	District Checking	2710	Aeris	#10095 Inv....	-102.60
11/17/2008	District Checking	2713	AlbioN LITTLE RIVER FIRE DEPT, I...	ERF #89	-585.67
<b>86-2150-MEMBERSHIPS</b>					<b>-1,170.00</b>
11/9/2008	District Checking	2705	CALSTAR	Firefighters' ...	-525.00
11/9/2008	District Checking	2706	REACH	Firefighters' ...	-570.00
11/11/2008	District Checking	2707	CALSTAR	Firefighters' ...	-35.00
11/11/2008	District Checking	2708	REACH	Firefighters' ...	-40.00
<b>86-2170-OFFICE SUP</b>					<b>-1,419.57</b>
11/17/2008	County	4013263	Alan Taeger	Expenses r...	-1,419.57
<b>86-2181-AUDITS</b>					<b>-236.93</b>
10/31/2008	District Checking	2699	Katsiaryna Gregonis	#4	-236.93
<b>86-2187-ED AND TRAINING</b>					<b>-4,743.59</b>
11/17/2008	County	4012750	...Albion LITTLE RIVER FIRE DEPT, IN...		-4,743.59
<b>86-2250-TRANSPORTATION</b>					<b>-58.05</b>
11/17/2008	District Checking	2712	Albion K Incorporated	#158	-58.05
<b>86-2260-UTILITIES</b>					<b>-229.99</b>
11/4/2008	District Checking	2701	PG&E	021009510...	-139.34
11/4/2008	District Checking	2702	Waste Management	0019488-25...	-22.65
11/7/2008	District Checking	2704	Thompson's Porta Septic	#11509	-45.00
11/17/2008	County	4012750	...Albion LITTLE RIVER FIRE DEPT, IN...		-23.00
<b>TRANSFERS</b>					<b>0.00</b>
<b>District Checking</b>					<b>-3,931.32</b>
11/5/2008	County Transfers	4011212	County Check	AFP 6356	-1,812.37
11/17/2008	County Transfers	4012748	County Check	AFP 6358	-875.25
11/17/2008	County Transfers	4012749	County Check	AFP 6361	-1,243.70
<b>County Transfers</b>					<b>3,931.32</b>
11/5/2008	District Checking	DEP	County Check	AFP 6356	1,812.37
11/17/2008	District Checking	DEP	County Check	AFP 6358	875.25
11/17/2008	District Checking	DEP	County Check	AFP 6361	1,243.70
<b>OVERALL TOTAL</b>					<b>-10,014.59</b>

## ALRFPD Actual / Budget Report - Current Year:4

7/1/2008 through 6/30/2009 Using Budget 2008-2009

11/18/2008

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Category Description	7/1/2008 Actual	- Budget	6/30/2009 Difference
<b>INFLOWS</b>			
82-1110 CURRENT SECURED TAX	0.00	72,104.00	-72,104.00
82-1120-CURRENT UNSECURED TAX	0.00	2,074.00	-2,074.00
82-1130-SB813 SUPPLEMENTAL TAX	0.00	2,288.00	-2,288.00
82-1220-PRIOR UNSECURED TAX	0.00	34.00	-34.00
82-1300-SPECIAL TAX	0.00	75,000.00	-75,000.00
82-1600-TIMBER TAX	0.00	374.00	-374.00
82-4100-INTEREST INCOME	0.00	10,000.00	-10,000.00
82-5481-HOMEOWNER PROPERTY TAX REL...	0.00	803.00	-803.00
<b>TOTAL INFLOWS</b>	<b>0.00</b>	<b>162,677.00</b>	<b>-162,677.00</b>
<b>OUTFLOWS</b>			
86-1035-WORKMAN'S COMP	373.00	6,000.00	5,627.00
86-2050-CLOTHING	2,081.86	6,000.00	3,918.14
86-2060-COMMUNICATIONS	2,217.99	10,000.00	7,782.01
86-2061-COMM-LEASE LINES	0.00	0.00	0.00
86-2101-INSURANCE	0.00	6,000.00	6,000.00
86-2120-MAINTENANCE EQ	6,179.47	40,000.00	33,820.53
86-2130-MAINTENANCE STRUCTURES	1,164.51	5,000.00	3,835.49
86-2140-MED SUPPLIES	2,022.22	8,000.00	5,977.78
86-2150-MEMBERSHIPS	2,085.00	2,500.00	415.00
86-2170-OFFICE SUP	2,833.46	3,000.00	166.54
86-2181-AUDITS	3,411.21	5,000.00	1,588.79
86-2187-ED AND TRAINING	7,449.54	10,000.00	2,550.46
86-2189-PROF AND SPEC	0.00	1,500.00	1,500.00
86-2220-SM TOOLS	1,813.91	3,500.00	1,686.09
86-2250-TRANSPORTATION	4,711.10	26,000.00	21,288.90
86-2260-UTILITIES	1,771.76	5,000.00	3,228.24
86-3113-PAYMNTS TO GOVT AGENCIES	594.49	3,000.00	2,405.51
86-4360-BUILDINGS AND IMPROVEMENTS	700.00	15,000.00	14,300.00
86-4370-EQUIPMENT	1,000.00	145,000.00	144,000.00
<b>TOTAL OUTFLOWS</b>	<b>40,409.52</b>	<b>300,500.00</b>	<b>260,090.48</b>
<b>OVERALL TOTAL</b>	<b>-40,409.52</b>	<b>-137,823.00</b>	<b>97,413.48</b>

**Albion Little River Fire Protection District  
P. O. Box 634  
Albion, CA 95410**

November 17, 2008

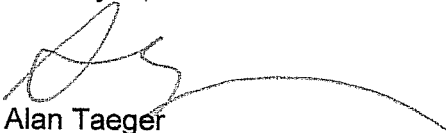
Mendocino County Auditor  
501 Low Gap Road Room 1080  
Ukiah, CA 95482

Please find enclosed ALRFPD approved revised budgets for FY 2008-2009.

We have found it necessary to revise our budget twice since my letter of August 7, 2008. I have enclosed copies of each of the revised budgets and the relevant board meeting minutes for each. The minutes of the November 4, 2008 special meeting have not yet been approved. I will send a copy of the approved minutes after our scheduled November 19, 2008 business meeting.

Please call me if you have any questions.

Thank you,



Alan Taeger  
President of the Board of Directors

cell 489 3052

enclosures

# ALRFPD REVISED BUDGET FISCAL YEAR 2008-2009

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

**FUND NUMBER:** 341

<b>TOTAL ESTIMATED REVENUE FOR 2008-2009</b>	<b>\$162,677.00</b>
<b>ESTIMATED FUND BALANCE AS OF 6/30/08</b>	<b>\$341,617.00</b>
<b>TOTAL AVAILABLE FOR APPROPRIATIONS IN 2008-2009</b> (Appropriations must not exceed this amount)	<b><u>\$504,294.00</u></b>

**ESTIMATED REVENUE**

821110 CURRENT SECURED TAX	\$72,104.00
821120 CURRENT UNSECURED TAX	\$2,074.00
821130 SB 813 SUPPLEMENTAL TAX	\$2,288.00
821220 PRIOR UNSECURED TAX	\$34.00
821300 SPECIAL TAX (FIRE ASSESSMENTS)	\$75,000.00
821600 TIMBER TAX	\$374.00
824100 INTEREST	\$10,000.00
825481 HOMEOWNERS PROPERTY TAX RELIEF	\$803.00

**TOTAL ESTIMATED REVENUE \$162,677.00**

**APPROPRIATIONS**

**SALARY & BENEFITS**

861035 WORKERS COMPENSATION INSURANCE	\$6,000.00
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**TOTAL SALARY & BENEFITS \$6,000.00**

**SERVICES & SUPPLIES**

862050 CLOTHING & PERSONAL ITEMS	\$6,000.00
862060 COMMUNICATIONS	\$10,000.00
862101 INSURANCE - GENERAL	\$6,000.00
862120 MAINTENANCE - EQUIPMENT	\$20,000.00
862130 MAINTENANCE - STRUCTURES & GROUNDS	\$5,000.00
862140 MEDICAL, DENTAL & LAB SUPPLIES	\$8,000.00
862150 MEMBERSHIPS	\$2,500.00
862170 OFFICE EXPENSE	\$3,000.00
862181 AUDITING & FISCAL SERVICES	\$5,000.00
862187 EDUCATION & TRAINING	\$10,000.00
862189 PROFESIONAL & SPECIAL SERVICES - OTHER	\$1,500.00
862220 SMALL TOOLS & INSTRUMENTS	\$3,500.00
862250 TRANSPORTATION & TRAVEL	\$26,000.00
862260 UTILITIES	\$5,000.00

**TOTAL SERVICES & SUPPLIES \$111,500.00**

863113 PAYMENTS TO OTHER GOVERNMENT AGENCIES	\$3,000.00
864360 STRUCTURES & IMPROVEMENTS	\$15,000.00
864370 EQUIPMENT	\$110,000.00

**TOTAL APPROPRIATIONS \$245,500.00**

**EXCESS OF ESTIMATED REVENUE over/(under) APPROPRIATIONS -\$82,823.00**

Budget revisions approved by unanimous vote of the Board of Directors July 30, 2008.

## ALRFPD Board of Directors Business Meeting Minutes 7/30/08

Held Wednesday, July 30, 2008, @ Stn 810, 33900 West Street, Albion, CA

1. Meeting started at 7:35pm with Board members Richard Riley, Ed Petrykowski, Alan Taeger, Dan Sitts present along with Ted Williams, Nick Pillsbury, Stella Salo, Mike Kitahara, Stacey Weil-Dye and Chief Derek Wilson.
2. Public Comment - None
3. Possible candidates for Board members Stella Salo, at her 1<sup>st</sup> meeting, and Nick Pillsbury, at his 3<sup>rd</sup>, were introduced and thanked for their interest.
4. Alan presented a package of reports that were made on the new computer and with the help of Katsiaryna (Katya) Gregonis.
  5. A. Chief reports department assisted had 4 calls, 2 fire related and 2 medical.  
B. Department received \$12,500 from BBQ and about \$20,000 from donations since lightning fire of June 20<sup>th</sup>. Department is seeking to bill the State for extended wildland fire services in June. Possible service fees to be paid to department and district for personnel and equipment in excess of \$79,000.  
C. Department gear and training costs up because of new recruits, fire activity. There are three new firefighter interns from the Little River area.  
D. Department is planning for the coverage of Navarro ridge.
6. A. Alan reported receipt of a letter from California Special Districts Association (CSDA) announcing election of board members for the association. He also reported receipt of a letter from a CSDA board member candidate requesting our votes in the contest.  
B. Minutes from June 25th and July 9th meetings were unanimously approved as presented.
7. A. Alan proposed to increase the office expense budget to \$3,000 and purchase a locking file cabinet and a locking storage cabinet for the District office. The motion was unanimously approved.  
B. Rich presented a paper on possible vehicle purchasing options. Options were read and discussed.  
C. After much discussion Alan made a motion to increase equipment budget from \$10,000 to \$110,000 and to allocate up to \$100,000 for purchase of a type 3 engine. Motion was unanimously approved.  
D. Notice was posted about vacancy. Dan will send article to paper. Possible candidates Stella Salo and Nick Pillsbury wish another month before committing.  
E. Board voted unanimously to accept a proposal by Katsiaryna (Katya) Gregonis for provision of bookkeeping services for the District.
8. Department reports that the repeater antenna pad is in place on Navarro Ridge; estimate one more month to finish to repeater project.
9. No committee reports.
10. No Board member comments.
11. Meeting adjourned 9:50pm. Next meeting 7:30 pm Aug. 27, 2008 at Stn 810.



# ALRFPD REVISED BUDGET FISCAL YEAR 2008-2009

DISTRICT NAME: ALBION-LITTLE RIVER FIRE PROTECTION

FUND NUMBER: 341

TOTAL ESTIMATED REVENUE FOR 2008-2009 \$162,677.00

ACTUAL FUND BALANCE AS OF 6/30/08 \$347,520.83

TOTAL AVAILABLE FOR APPROPRIATIONS IN 2008-2009 \$510,197.83  
(Appropriations must not exceed this amount)

**ESTIMATED REVENUE**

821110	CURRENT SECURED TAX	\$72,104.00
821120	CURRENT UNSECURED TAX	\$2,074.00
821130	SB 813 SUPPLEMENTAL TAX	\$2,288.00
821220	PRIOR UNSECURED TAX	\$34.00
821300	SPECIAL TAX (FIRE ASSESSMENTS)	\$75,000.00
821600	TIMBER TAX	\$374.00
824100	INTEREST	\$10,000.00
825481	HOMEOWNERS PROPERTY TAX RELIEF	\$803.00

**TOTAL ESTIMATED REVENUE \$162,677.00**

**APPROPRIATIONS**

**SALARY & BENEFITS**

861035	WORKERS COMPENSATION INSURANCE	\$6,000.00
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**TOTAL SALARY & BENEFITS \$6,000.00**

**SERVICES & SUPPLIES**

862050	CLOTHING & PERSONAL ITEMS	\$6,000.00
862060	COMMUNICATIONS	\$10,000.00
862101	INSURANCE - GENERAL	\$6,000.00
862120	MAINTENANCE - EQUIPMENT	\$20,000.00
862130	MAINTENANCE - STRUCTURES & GROUNDS	\$5,000.00
862140	MEDICAL, DENTAL & LAB SUPPLIES	\$8,000.00
862150	MEMBERSHIPS	\$2,500.00
862170	OFFICE EXPENSE	\$3,000.00
862181	AUDITING & FISCAL SERVICES	\$5,000.00
862187	EDUCATION & TRAINING	\$10,000.00
862189	PROFESIONAL & SPECIAL SERVICES - OTHER	\$1,500.00
862220	SMALL TOOLS & INSTRUMENTS	\$3,500.00
862250	TRANSPORTATION & TRAVEL	\$26,000.00
862260	UTILITIES	\$5,000.00

**TOTAL SERVICES & SUPPLIES \$111,500.00**

863113	PAYMENTS TO OTHER GOVERNMENT AGENCIES	\$3,000.00
864360	STRUCTURES & IMPROVEMENTS	\$15,000.00
864370	EQUIPMENT	\$145,000.00

**TOTAL APPROPRIATIONS \$280,500.00**

**EXCESS OF ESTIMATED REVENUE over/(under) APPROPRIATIONS -\$117,823.00**

Budget revisions approved by unanimous vote of the Board of Directors September 24, 2008.

## ALRFPD Board of Directors Business Meeting Minutes 9/24/08

Held Wednesday, Sept. 24, 2008, @ Stn 810, 33900 West Street, Albion, CA

1. Meeting called to order at 7:35pm with Board members Richard Riley, Ed Petrykowski, Alan Taeger, Dan Sitts, Nick Pillsbury, along with Ted Williams, Derek Wilson, Bruce Jenkins, Mike Kitahara.
2. No public communication
3. Blank
4. No report this month. Audit took up time. Auditor sent a schedule of assets that are listed for depreciation, requested clarification of certain items listed. Renewal package for Cal Star, Reach and Ambulance given to Derek for updated names of firefighters who are eligible for coverage.
5. A) Derek reported a small amount of calls this month. An incident with an overturned logging truck. Through a new arrangement, Derek reported that Cal Fire will respond automatically with ALRVFD to fire and vehicle accidents.  
B) No funds to report at this time. Expect fundraising activity soon.  
C) Talked to sheriff about backup coverage for certain calls.  
D) 8182 is back from Fort Bragg Diesel without DOT certificate. FBD reports a steering problem and recommends putting 8182 out of service. Derek reports that 8182 is now out of service. With steering, radiator and springs needing repair cost of around \$10,000 the Board has asked the Vehicle Committee to make recommendations on 8182 at the next business meeting.
6. A) Nick Pillsbury is a Board member as of this meeting. Alan asked that all approved minutes be sent to ALRVFD email ([alrfpd@mcn.org](mailto:alrfpd@mcn.org)) for record keeping. Dan will send.  
B) Minutes of 8/27/08 meeting were approved with corrections.
7. A) Derek reported on possible type 3 engine for purchase. Bruce went to check out the vehicle and gave a report on its condition. Mike gave pricing options. Board discussed whether this purchase was still the best for coverage of the District. At this time the Board has allocated \$100,000 for the purchase. The type 3 available for purchase needs \$35,000 more. Dan made a motion to increase the equipment budget from \$110,000 to \$145,000 with \$135,000 allocated towards the total cost of this vehicle. Motion was unanimously carried.
8. Previously reported condition of 8182. 8173 will go to FBD in October.
9. A) Per Alan the District office is set up. Phone improvements and internet to follow.  
B) All properties in the District are recorded as paying into parcel tax except one. Ed will look into this exception. Alan asked Ed to look into possible parcel tax increase ballot measure.  
C) 811 report – Mendocino County Archeological Committee request Archeological study to be done on that site. Ed will contact someone to complete this study.  
D) Vehicle Committee has compiled information on vehicles. Rich ask Derek for a Department person to work with the District Vehicle Committee.
10. No Board Member report.
11. Meeting adjourned 9:30pm, next meeting Oct. 29, 2008, Station 810.

# ALRFPD REVISED BUDGET FISCAL YEAR 2008-2009

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

**FUND NUMBER:** 341

<b>TOTAL ESTIMATED REVENUE FOR 2008-2009</b>	<b>\$162,677.00</b>
<b>ACTUAL FUND BALANCE AS OF 6/30/08</b>	<b>\$347,520.83</b>
<b>TOTAL AVAILABLE FOR APPROPRIATIONS IN 2008-2009</b> (Appropriations must not exceed this amount)	<b><u>\$510,197.83</u></b>

**ESTIMATED REVENUE**

821110	CURRENT SECURED TAX	\$72,104.00
821120	CURRENT UNSECURED TAX	\$2,074.00
821130	SB 813 SUPPLEMENTAL TAX	\$2,288.00
821220	PRIOR UNSECURED TAX	\$34.00
821300	SPECIAL TAX (FIRE ASSESSMENTS)	\$75,000.00
821600	TIMBER TAX	\$374.00
824100	INTEREST	\$10,000.00
825481	HOMEOWNERS PROPERTY TAX RELIEF	\$803.00
<b>TOTAL ESTIMATED REVENUE</b>		<b>\$162,677.00</b>

**APPROPRIATIONS**

**SALARY & BENEFITS**

861035	WORKERS COMPENSATION INSURANCE	\$6,000.00
<b>TOTAL SALARY &amp; BENEFITS</b>		<b>\$6,000.00</b>

**SERVICES & SUPPLIES**

862050	CLOTHING & PERSONAL ITEMS	\$6,000.00
862060	COMMUNICATIONS	\$10,000.00
862101	INSURANCE - GENERAL	\$6,000.00
862120	MAINTENANCE - EQUIPMENT	\$40,000.00
862130	MAINTENANCE - STRUCTURES & GROUNDS	\$5,000.00
862140	MEDICAL, DENTAL & LAB SUPPLIES	\$8,000.00
862150	MEMBERSHIPS	\$2,500.00
862170	OFFICE EXPENSE	\$3,000.00
862181	AUDITING & FISCAL SERVICES	\$5,000.00
862187	EDUCATION & TRAINING	\$10,000.00
862189	PROFESIONAL & SPECIAL SERVICES - OTHER	\$1,500.00
862220	SMALL TOOLS & INSTRUMENTS	\$3,500.00
862250	TRANSPORTATION & TRAVEL	\$26,000.00
862260	UTILITIES	\$5,000.00
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>\$131,500.00</b>

863113	PAYMENTS TO OTHER GOVERNMENT AGENCIES	\$3,000.00
864360	STRUCTURES & IMPROVEMENTS	\$15,000.00
864370	EQUIPMENT	\$145,000.00

<b>TOTAL APPROPRIATIONS</b>	<b>\$300,500.00</b>
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<b>EXCESS OF ESTIMATED REVENUE over/(under) APPROPRIATIONS</b>	<b>-\$137,823.00</b>
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Budget revision approved by majority vote of the Board of Directors November 4, 2008.

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

Wednesday, Nov. 4, 2008, 7:35pm at Stn 810.

Meeting called to order at 7:35pm. Attended by Directors Rich Riley, Dan Sitts, Alan Taeger, Nick Pillsbury, chief Derek Wilson and citizen Jean Pillsbury.

**Item 1. Deal with repair expenditures for a fire response vehicle.** Alan presented a current Budget Overview Worksheet. Discussed the amount of work and the cost of the repair at Fort Bragg Diesel for vehicle 8182. Discussed what repairs should be done first on 8182 and what repairs would DOT certify the vehicle so it could be put back in service. Nick made a motion to spend no more than \$15,000 to upgrade the power steering, fix air leak and repair the brakes. Motion passed unanimously. Alan made a motion to increase the budget item 862120 Maintenance Equipment from \$20,000 to \$40,000 to cover the cost of repairing 8182. Motion passed with Dan, Alan and Rich for the motion and Nick opposed. Rich will follow repair status with Fort Bragg Diesel.

Meeting adjourned at 8:30pm

ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS ~~SPECIAL MEETING~~ *Minutes*  
~~Regular Business~~

Wednesday Oct. 29, 2008, 7:30 pm. at station 810, 33900 West street, Albion, CA.

1. Call to order 7:35 with Board Members Dan Sitts, Alan Taeger, Ed Petrykowski, Rich Riley and Nick Pillsbury. Also present Oliver Seeler, Mike Kitahara, Ted Williams and Chief Derek Wilson.
2. Public Communication. Oliver presented letter he crafted on vehicle history along with status, concerns and suggestions on the Van Pelt engines used in ALRVFD.
3. Treasurer's Report. *Alan* Presented current Budget Overview Worksheet. Reported spending \$30,849.38 of \$280,500 budgeted for 2008-2009. Nick asked for clarification on budget and bill paying process. *Alan* gave an overview.
4. Chief's Report. *Alan*
  - A. One search and rescue along with 2 vehicle accidents.
  - B. Received \$6,000 from fundraising event at the Hughes Llama Ranch.
  - C. Will have certified wild lands fire training at Albion School.
  - D. No needs at this time.
5. Secretary's Report. *Annual Report* *Shari Schapmire, county treasurer,*
  - A. Received letter from Laura Shotmeier on county investment pool funds. New signature card needed to be signed at Bank of Mendocino as we are adding Nick. Please sign asap.
  - B. Secretary will send approved meeting minutes to all board members along with Derek. Minutes of Sept. 24, 2008 approved unanimously with corrections.
6. No action items at this time.
7. Land, buildings and equipment. Derek reported that new type 3 vehicle is coming.
8. Committee Report.
  - A. No report on property tax to board
  - B. No report or changes to station 811 permitting.
  - C. Vehicle 8182 is out of service. New type 3 vehicle not here but Bruce Jenkins is to pick is up around November 11. Mike will get invoice for new vehicle so check can be written. *Alan* check with Fort Bragg Diesel for estimate and details for repair of 8182. Rich presented vehicle committee report and ask everyone for more information on fire department vehicles if they have any.
9. Board Director's report. None at this time.
10. Next meeting Wednesday, Nov. 19, 2008 at 7:30, station 810.
11. Meeting adjourned at 9:20 pm.

*approved 12/17/08*

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

*Regular Business Meeting*

1. Call to order 7:35 with Board Members Dan Sitts, Allan Taeger, Ed Petrykowski, Rich Riley and Nick Pillsbury. Also present Oliver Seeler, Mike Kitahara, Ted Williams and Chief Derek Wilson.
2. Public Communication. Oliver presented letter he crafted on vehicle history along with status, concerns and suggestions on the Van Pelt engines used in ALRVFD.
3. Treasure's Report. Allan Presented current Budget Overview Worksheet. Reported spending \$30,849.38 of \$280,500 budgeted for 2008-2009. Nick asked for clarification on budget and bill paying process. Allan gave an overview.
4. Chief's Report.
  - A. One search and rescue along with 2 vehicle accidents.
  - B. Received \$6,000 from fundraising event at the Hughes Llama Ranch.
  - C. Will have certified wild lands fire training at Albion School.
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  - A. Received letter from Laura Shotmeiyer on county investment pool funds. New signature card needed to be signed at Bank of Mendocino as we are adding Nick. Please sign asap.
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9. Board Director's report. None at this time.
10. Next meeting Wednesday, Nov. 19, 2008 at 7:30, station 810.
11. Meeting adjourned at 9:20 pm.

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

Wednesday, Nov. 4, 2008, 7:35pm at Stn 810.

Meeting called to order at 7:35pm. Attended by Directors Rich Riley, Dan Sitts, Allan Taeger, Nick Pillsbury, chief Derek Wilson and citizen Jean ~~Pillsbury~~ Thurston

- Item 1. Deal with repair expenditures for a fire response vehicle. Allan presented a current Budget Overview Worksheet. Discussed the amount of work and the cost of the repair at Fort Bragg Diesel for vehicle 8182. Discussed what repairs should be done first on 8182 and what repairs would DOT certify the vehicle so it could be put back in service. Nick made a motion to spend no more than \$15,000 to upgrade the power steering, fix air leak and repair the brakes. Motion passed unanimously. Allan made a motion to increase the budget item 862120 Maintenance Equipment from \$20,000 to \$40,000 to cover the cost of repairing 8182. Motion passed with Dan, Allan and Rich for the motion and Nick opposed. Rich will follow repair status with Fort Bragg Diesel.

Meeting adjourned at 8:30pm

Opposed 19 Nov 08 mtg

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

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

1. **Call to order and determination of a quorum.** Called to order at 7:40pm with Directors Rich Riley, Ed Petrykowski, Alan Taeger, Nick Pillsbury, and Dan Sitts along Chief Derek Wilson and Bruce Jenkins and Ted Williams.
2. **Public communication to the Board.** None
3. **Fire Chief's report, including operational needs.**
  - A) **Incident reports.** Chief reports 7 traffic accidents, 6 medical calls and 2 non structure fires.
  - B) **Fund raising, gifts and service fees.** Department expects to pay District \$67,000 from State of California for use of District equipment in the Lightning Complex Fire.
  - C) **Fire Department report.**
  - D) **Fire Department operational needs.** Possible need for high pressure SCBAs. Looking into possible Grant for these.
5. **Treasures report.** Alan presented current Budget Overview Worksheet. Invoice presented for recently purchased 8172. Discussion on payment ensued. No action taken.
4. **Secretary's report.**
  - A) **Communications to the Board will be presented.** None at this time.
  - B) **Minutes.** Minutes of the Nov. 4, 2008 special meeting were unanimously approved with corrections.
6. **Items for consideration and possible action**
  - A) **Blank**
  - B) **Approve fire department nomination for Chief position.** Derek Wilson was the only chief nominated and was unanimously approved by the Board.
7. **Land, buildings and equipment.**
  - A) **Vehicle maintenance report.** 8182 needs to have a cover put on it.
8. **Committee reports:**
  - A) **Property Tax to Board report** Nothing to report at this time
  - B) **Station 811 report.** Moving through the County planning process towards Coastal Commission submittal.
  - C) **Vehicle Committee** Nothing to report at this time
9. **Board Directors' reports.** None at this time
10. **Next meeting** December 17, 2008 **at 7:30pm, Station 810.**
11. **Adjournment** at 8:30 pm

Minutes approved as amended by unanimous vote of the board of directors December 17, 2008.