



SPECIAL MEETING MINUTES

Thursday June 16, 6:00 PM Albion School, 30400 Albion Ridge Rd, Albion Ca.

The meeting is called as a special meeting of the Board of Directors of the Albion Little River Fire Protection District for the purpose of establishing the annual budget for Fiscal Year 2016-2017. No other business shall be considered at this special meeting.

- 1. Call to order and determination of a quorum:** Meeting called to order 6:15 pm by President Chris Skyhawk. Directors Alan Taeger, Debbi Wolfe, Scott Roat present. Michael Issel absent. Also present Chief Ted Williams, one member of the public. Bookkeeper Sara Spring arrived approximately 7:15 pm.
- 2. Public comment to the Board:** None.
- 3. Determination of the annual budget:** FY 2016-2017 ALRFPD tax funds budget was deliberated by directors present in collaboration with Chief Williams. Planned budget approved by unanimous vote of board members present. Details as attached.
- 4. Adjournment:** 8:26 pm.

Attachments:

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUDGET OVERVIEW WORKSHEET

UPDATED 6/16/2016		2012-2013		2013-2014		2014-2015		2015-2016		2016-2017	
CODE #	DESCRIPTION	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL
		RVSD 4/11/13	PER 6/30/13	RVSD10/10/13	PER 6/30/14	RVSD 5/18/15	PER 6/30/15	RVSD 3/9/16	PER 4/30/16	6/16/16	
REVENUE											
821110	CURRENT SECURED TAX	73,614.00	72,959.35	72,466.00	72,959.35	73,985.00	73,901.91	75,521.00	71,484.19	77,691.00	
821120	CURRENT UNSECURED TAX	2,470.00	2,586.68	2,481.00	2,586.68	2,548.00	2,374.71	2,879.00	2,422.32	2,555.00	
821130	SB 813 SUPPLEMENTAL TAX	28.00	237.29	0.00	237.29	94.00	540.58	370.00	502.33	397.00	
821210	PRIOR SECURED PROPERTY TAX		(127.04)	150.00	(127.04)	0.00	(132.31)	0.00	0.00	0.00	
821220	PRIOR UNSECURED PROPERTY TAX	101.00	61.46	0.00	61.46	75.00	161.72	99.00	72.23	74.00	
821300	SPECIAL TAX (FIRE ASSESSMENTS)	82,080.00	81,880.00	81,880.00	81,880.00	82,880.00	82,880.00	188,000.00	177,462.87	197,000.00	
821600	TIMBER YIELD TAX	125.00	200.02	187.00	200.02	207.00	277.85	210.00	219.14	265.00	
821700	HIGHWAY PROPERTY RENTAL		5.60	0.00	5.60	0.00	0.00	0.00	0.00	0.00	
824100	INTEREST	925.00	923.38	900.00	923.38		666.91	0.00	970.19	1,000.00	
825481	HOMEOWNER PROPERTY TAX RELIEF	770.00	749.34	400.00	749.34	749.00	749.80	750.00	365.08	731.00	
825490	STATE OTHER		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	
827500	SALE OF FIXED ASSETS		3,550.00	0.00	3,550.00	0.00	0.00	0.00		0.00	
827700	OTHER		3,790.01	0.00	3,790.01	0.00	1,585.98		6,104.48	0.00	
827702	INSURANCE PAYMENT			0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	TOTAL REVENUE	160,113.00	166,816.09	158,464.00	166,816.09	160,538.00	163,007.15	267,829.00	259,602.83	279,713.00	0.00
	FUND BALANCE CARRIED FORWARD	290,231.60	290,231.60	339,377.43	339,377.43	314,934.02	314,934.02	355,709.65	355,709.65	503,948.36	503,948.36
	TOTAL AVAILABLE FOR APPROPRIATIONS	450,344.60	457,047.69	497,841.43	506,193.52	475,472.02	477,941.17	623,538.65	615,312.48	783,661.36	503,948.36
APPROPRIATIONS											
860010	MEASURE M CONTINGENCY									60,000.00	
860011	SPECIAL CONTINGENCY RESERVE									200,000.00	
861014	MISCELLANEOUS EMPLOYEE BENEFITS	21,500.00	-120.00	0.00	(120.00)	0.00	0.00	2,500.00	1,226.00	2,500.00	
861035	WORKERS COMPENSATION INSURANCE	9,000.00	8,452.00	9,000.00	8,452.00	9,342.00	9,342.00	9,097.00	9,097.00	9,340.00	
862050	CLOTHING & PERSONAL ITEMS	55,000.00	38,306.38	30,000.00	11,068.78	18,750.00	1,702.27	15,000.00	2,258.98	20,000.00	
862060	COMMUNICATIONS	4,000.00	2,246.30	4,000.00	5,191.92	4,000.00	3,607.19	4,000.00	2,038.21	4,000.00	
862080	FOOD	1,500.00	472.82	1,500.00	1,650.67	1,500.00	642.60	1,500.00	343.68	1,500.00	
862101	INSURANCE - GENERAL	8,000.00		8,500.00	8,962.00	10,675.00	10,675.00	9,837.00	9,837.00	9,288.00	
862120	MAINTENANCE - EQUIPMENT	45,700.00	14,733.55	30,000.00	21,677.08	20,000.00	20,604.97	40,000.00	28,966.03	40,000.00	
862130	MAINTENANCE - STRUCTURES & GROUNDS	5,500.00	2,554.08	4,500.00	8,629.94	11,000.00	10,928.51	11,000.00	1,877.01	5,000.00	
862140	MEDICAL, LAB SUPPLIES	9,000.00	5,138.71	9,000.00	9,545.78	8,750.00	3,744.18	9,000.00	2,989.13	9,000.00	
862150	MEMBERSHIPS	3,700.00	717.00	3,700.00	1,062.00	1,500.00	765.00	1,500.00	0.00	1,500.00	
862170	OFFICE EXPENSE	3,500.00	2,606.19	3,500.00	1,096.35	1,200.00	484.41	2,600.00	1,124.48	3,500.00	
862181	AUDITING & FISCAL SERVICES	8,000.00	2,427.04	10,850.00	9,864.14	8,500.00	7,408.53	15,000.00	13,507.76	15,000.00	
862184	ARCHITECT & ENGINEERING SERVICES (811)			0.00	0.00	0.00		0.00	0.00	0.00	
862185	MEDICAL, DENTAL SERVICES	3,500.00	490.00	7,000.00	1,200.44	7,000.00	440.00	2,000.00	350.00	1,500.00	
862187	EDUCATION & TRAINING	10,000.00	2,026.16	8,000.00	11,894.17	10,000.00	3,911.78	10,000.00	4,733.94	10,000.00	
862189	PROFESIONAL & SPECIAL SERVICES - OTHER	4,000.00	1,433.00	3,000.00	2,080.00	2,600.00	720.00	15,000.00	8,001.39	25,000.00	
862210	RENTS & LEASES BUILDINGS & GROUNDS	50.00		50.00	50.00	50.00	50.00	100.00	0.00	54.00	
862220	SMALL TOOLS & SUPPLIES	4,000.00	742.22	2,000.00	1,217.51	2,000.00	1,931.62	9,000.00	2,772.35	9,000.00	
862231	ELECTION SUPERVISION & SERVICES	400.00		400.00	0.00	3,500.00	1,935.15	3,500.00	342.50	500.00	
862250	TRANSPORTATION & TRAVEL	11,000.00	4,927.05	29,500.00	19,517.42	29,000.00	17,243.80	20,000.00	3,890.55	20,000.00	
862260	UTILITIES	6,640.00	3,286.82	6,640.00	4,348.79	5,000.00	4,770.63	5,000.00	3,074.70	6,500.00	
863113	PAYMENTS TO OTHER GOVT AGENCIES	5,300.00	373.21	5,300.00	347.46	4,000.00	1,473.60	2,500.00	1,586.50	2,500.00	
863310	INTEREST									19,000.00	
863311	PRINCIPAL									26,000.00	
864360	STRUCTURES & IMPROVEMENTS	87,000.00	6,475.95	35,000.00	33,700.00	7,000.00	658.19	40,000.00	33.96	0.00	
864370	EQUIPMENT	87,450.00	20,381.78	46,650.00	29,823.05	15,600.00	19,390.91	100,000.00	12,382.56	140,000.00	
	SUSPENSE						(965.85)		930.39		
	RECONCILIATION DISCREPANCIES						767.03				
	TOTAL APPROPRIATIONS	393,740.00	117,670.26	258,090.00	191,259.50	180,967.00	122,231.52	328,134.00	111,364.12	640,662.00	0.00
	UNAPPROPRIATED FUNDS (funds balance)	56,604.60	339,377.43	239,751.43	314,934.02	294,505.02	355,709.65	295,404.65	503,948.36	142,999.36	503,948.36

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
FY 2016-2017 BUDGET PLANNER**

						PROJECTED ITEM COSTS	SUB- CATEGORY	CATEGORY TOTALS
86-0010-MEASURE M CONTINGENCY								\$60,000.00
86-0011-SPECIAL CONTINGENCY RESERVE (debt collateral)								\$200,000.00
86-1014-MISCELLANEOUS EMPLOYEE BENEFITS								\$2,500.00
	EMPLOYEE REIMBURSEMENTS						\$2,500.00	
86-1035-WORKERS COMPENSATION INSURANCE								\$9,340.00
	GSRMA FIREFIGHTERS COMPENSATION INSURANCE						\$9,340.00	
86-2050-CLOTHING & PERSONAL ITEMS								\$20,000.00
	FIRE SHELTERS							
	TURNOUTS							
	SCBA MASKS							
	STRUCTURE BOOTS							
	WILDLAND BOOTS							
	WATER GEAR							
	MED BAG							
	RAINGEAR							
	OTHER							
86-2060-COMMUNICATIONS								\$4,000.00
	TELEPHONE							
		ATT						
		ECG						
	INTERNET							
		COMCAST						
	WEBHOSTING							
	OTHER							
86-2080-FOOD								\$1,500.00
	INCIDENT							
	TRAINING							
86-2101-INSURANCE - GENERAL								\$9,268.00
	GSRMA PROPERTY & LIABILITY INSURANCE						\$9,268.00	
86-2120-MAINTENANCE – EQUIPMENT								\$40,000.00
	VEHICLE MAINTENANCE							
		8130						
		8131						
		8132						
		8162						
		8163						

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
FY 2016-2017 BUDGET PLANNER**

						PROJECTED ITEM COSTS	SUB- CATEGORY	CATEGORY TOTALS
	BI-ANNUAL INDEPENDENT AUDIT							
	BOOKKEEPING SERVICES							
	86-2185-MEDICAL, DENTAL SERVICES							\$1,500.00
	FIREFIGHTER IMMUNIZATIONS							
	86-2187-EDUCATION & TRAINING							\$10,000.00
	CPR							
	EMT							
	ADVANCED EMT							
	S 130 WILDLAND AWARENESS							
	S 190 WILDLAND FIREFIGHTING							
	MEALS & FUEL REIMBURSEMENT							
	TRAINING FOOD							
	OTHER							
	86-2189-PROFESIONAL & SPECIAL SERVICES							\$25,000.00
	COUNTY COUNSEL SERVICES						\$25,000.00	
	86-2210-RENTS AND LEASES BUILDINGS AND GROUNDS							\$54.00
	STATION 810 ANNUAL RENT (2011 & 2012)						\$50.00	
	STATION 812 PROPERTY LEASE (MENDO CTY 2021)						\$0.00	
	STATION 815 PROPERTY LEASE (CONSERVATION FUND 2016)						\$4.00	
	86-2220-SMALL TOOLS & SUPPLIES							\$9,000.00
	BATTERIES							
	MISC. HARDWARE							
	OTHER							
	86-2231-ELECTION SUPERVISION & SERVICES							\$500.00
	COUNTY CLERK - ELECTION SERVICES						\$500.00	
	86-2250-TRANSPORTATION & TRAVEL							\$20,000.00
	WALSH OIL							
	MENDOCINO COAST PETROLEUM (CARDLOCK)							
	CREDIT CARD PURCHASE							
	OTHER							
	86-2260-UTILITIES							\$6,500.00
	PG&E							
	SUBURBAN PROPANE							
	THOMPSON SEPTIC SERVICE							
	ALBION WATER DISTRICT							
	WASTE MANAGEMENT INC.							

