



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING AGENDA

Wednesday, March 18, 2026 10:00AM

Please note that this meeting will be held at ALRFPD Station 810, 33900 West Street, Albion, CA and via videoconference on the Zoom platform. Information on attending this meeting can be found on our website: <https://www.alrfpd.com> under the NOTICES tab.

1. **Call to Order and determination of a quorum.**
2. **Roll Call.**
3. **Motion by Secretary Steve Acker to adopt the agenda:**
4. **Public communication to the board:**

ZOOM Invitation:

Albion-Little River Fire Protection District is inviting you to a scheduled Zoom meeting.

Topic: Albion Little River FPD Board of Directors Meeting
 Time: Mar 18, 2026 10:00 AM Pacific Time (US and Canada)
 Join Zoom Meeting

<https://us06web.zoom.us/j/86530145302>

Meeting ID: 865 3014 5302

One tap mobile
 +16694449171,,86530145302# US
 +16699006833,,86530145302# US (San Jose)

Join instructions

https://us06web.zoom.us/join/86530145302/invitations?signature=lu0x_WpLfyfwA8uH-3HzXZYrd1CO4tPbZEFWPtJQoqq

This meeting is being presented in a hybrid format, both in person at ALRFPD Station 810 and via ZOOM. To speak during public comment portions of the agenda via ZOOM, please join the meeting and use the raise hand feature when the Board President or the Board Vice President calls for public comment on the item you wish to address.

Public Comments on Non-Agenda Items

Members of the public may address the board pursuant to the Brown Act. No person shall speak without being recognized by the Board President or the Board Vice President. Public comments are restricted to three (3) minutes per speaker.

Any citizen, after being recognized by the Board President or Board Vice President may speak on any topic that may be a proper subject for discussion before the Board for such period of time as the Board President or Board Vice President may determine is appropriate under the circumstances of the particular meeting, including the number of persons wishing to speak or the complexity of a particular topic. Time limitations shall be set without regard to a speaker's point of view or the content of the speech, as long as the speaker's comments are not disruptive of the meeting.

BROWN ACT REQUIREMENTS: The Brown Act does not allow action or discussion on items not on the agenda (subject to narrow exceptions). This will limit the Board's response to questions and requests made during this comment period.

*WRITTEN PUBLIC COMMENTS: Written public comments received after agenda publication are forwarded to all Board members as soon as possible after receipt. **Members of the public may address the board by emailing the board at board@albionfire.com on any matter within the jurisdiction of the board.***

5. **Chief's report:**
6. **Consent calendar:** The following consent items are expected to be routine and non-controversial, and will be acted on by the board in a single action without discussion unless a request is made by a board member or a member of the public to move an item for discussion or separate action
 - a. **Approval of the February 18 Regular meeting minutes** (see packet)
 - b. **Acceptance of submitted current financial report.** (see packet)
7. **Committee Reports:**
 - a. **Building Committee:**
 - b. **Treasurers report:** Welty
 - c. **Finance Committee:**
 - d. **MCAFD report:** Linstedt
 - e. **Fire Tax Ad Hoc Committee**
 - f. **Fire Safe Council:** Lapidus
8. **Items for discussion and possible action by the board**
 - a. **FDAC Membership & BAER SAFER GRANT UPDATE:** Confirm who has signed up for FDAC Leadership Training (March 20, 21)
 - b. **ALRFPD Updated Policies** (see packet addendum)
 - c. **Grant Proposal Approval process**
9. **Directors Discussion:**
10. **ADJOURNMENT:**



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING MINUTES draft

Wednesday, February 18, 2026 10:00AM

Please note that this meeting was held at ALRFPD Station 810, 33900 West Street, Albion, CA and via videoconference on the Zoom platform.

1. **Call to Order and determination of a quorum.** The meeting was called to order at 10:12 AM by President Linstedt. Directors Acker, Linstedt, Welty and Campbell were present at Station 810. Also present Chief Rees and Stacey Burnett at Station 810. Sydell Lapidus was also present at Station 810. Ken Schaffer was present on Zoom.
2. **Roll Call.** Acker present, Linstedt present, Welty present, Campbell present
3. **Motion by Secretary Steve Acker to adopt the agenda:** Approved by a vote of 4 ayes
4. **Public communication to the board:** None
5. **Chief's report:** (see page 2)
6. **Consent calendar:**
 - a. **Approval of the January 20 Special meeting minutes.** (see packet)
 - b. **Approval of the January 21 Regular meeting minutes** (see packet)
 - c. **Acceptance of submitted current financial report.** (see packet) Revenue and Expense Budget vs Actual needs corrections. Income reporting is not accurate.
7. **Committee Reports:**
 - a. **Building Committee:** see 8.a. below.
 - b. **Treasurer's report:** Welty Chief Rees and Welty will work with the book keeper to correct the financial reports.
 - c. **Finance Committee:** State FTR report completed and submitted.
 - d. **MCAFD report: Linstedt** (see attached page 3)
 - e. **Fire Tax Ad Hoc Committee:** none
 - f. **Fire Auxiliary:** Possibly shift ALRFPD meeting date so Auxiliary member can attend. Suggestion was made to schedule a periodic special meeting to include the Auxiliary instead of rescheduling regular meetings.
 - g. **Fire Safe Council:** Lapidus -2 PG&E Grants are in process. Navarro Ridge Road and Little River Airport Road for brush clearing. Information on fire water tank installations budget needed for grant application.
8. **Items for discussion and possible action by the board**
 - a. **FDAC Membership & BAER SAFER GRANT UPDATE:** Confirm who has signed up for FDAC Leadership Training (March 20, 21)
 - b. **ALRFPD Updated Policies Drafts** (see packet addendum)
 - c. **RMAP GSRMA 3/2 Best Practices Documentation due**
 - d. **Dropbox access and cost** (see packet) Board members will be added to drop box access as needed.
 - e. **Elias Henderson contract (grant writer)** Motion to approve the contract with Elias Henderson for grant writing services. Approved by a vote of 4 ayes.
 - f. **Elections-candidate filing:** (see packet page 19) Four board positions are up for election on the November Ballot
 - g. **Donation solicitation by board members** (see packet)
 - h. **SB 827 new required training:** Required Fiscal training, every two years (current Board members have until Jan 1, 2028). New Board members (2026 and after must complete within 6 months). See page 3 MCAFD meeting notes
 - i. **SB 272 web site catalog update** (see packet) Not applicable to ALRFPD. Chief Rees will verify.
9. **Directors Discussion:** None
10. **ADJOURNMENT:** Meeting adjourned at 12:15 pm. The next regular meeting has been scheduled for Wednesday, March 18, 2026 10:00 am at Station 810 and Zoom.

Chief's Report 2/18/2026

Incidents

01/01-02/12/2026
Fires-3
Medical-15
Traffic Collision-5
Hazmat/FMS-2
Public Assist-5
Total Incidents-30

Schedule

02/05/2026-Medical
02/12/2026-Operations Meeting Station 810, 18:00
02/18/2026-Regular District Board Meeting Station 810, 10:00
02/19/2026-Fire Hose operations/ SCBA
02/26/2026-Medical Respiratory Distress/ Allergic Reactions/ Chest Pain
03/10/2026- ALR Fire Auxiliary 18:30 Zoom

LAFCo RFI

-Completed and submitted

Grants

-OTS request for battery extrication tools submitted

Image Trend

-We have decided to use Image Trend as our Records Management System(RMS)
-Image Trend is provided from Coastal Valleys EMS free for submitting our Patient Care Reports(PCR).

All Fire reporting features are included.

-All Incident reporting to NERIS will be done through Image Trend.

OES Preposition/ Mobilization

-Engine 8160 is staffed with 4 through Thursday for the storm

MCAFD Meeting ~ #57; MEETING NOTES - February 11, 2026

1). Guest Speaker: Katrina Bartolomie - Assessor, Clerk, Recorder, Registrar of Voters

Difference between tax collection and assessment:

PROCESS: Property deed is recorded in her office (combined with Assessor's office and Registrar of Voters); do everything by legal description (parcel # and address can change). Depending on time of year, given to clerical staff to create Deed letter, then goes to the Appraiser. Once it is in the system (have been having problems with the system), they then do all the comps and then certify. Once certified it goes to the Auditor (who looks at special taxes that may apply) then goes to the Tax Collector. Close books June 30 and send everything to the fire districts. Lien date of January 1. Fiscal year date of July 1. Generally 2 months for corrections. Aerials are used (for checking, they use the Sheriff's layer). Corrections can be made at any time of year.

For new construction, question how often the new layer is updated? For maps, a couple of times of year (maybe) LAND VISION layer or program for data.

Andres suggested that using electronic updates (Field Maps or Survey123) – she will talk to Assessor's office

Office would send out a Discovery letter (property owner has 30 days to respond) to the landowner who is not being assessed correctly. Could go back 4 years, possibly 8 years and that is up to the Tax Collector. 8 years if it is determined that the landowner purposely did not report correctly.

An online index is updated daily.

Once FD reports (Discovery) changes – Assessor's office must confirm the corrections (not legal for the Appraiser to go behind a locked gate). Appraisers work in the Assessment office (Katrina is the Assessor).

ASSESSORS office CAN collect taxes on unpermitted buildings. Per Katrina – no connection to legal protections (that would be environmental health or code enforcement).

CAL FIRE is using **FieldMaps** for Fire Safe Inspections and everything is marked

Discovery usually is within their office, sometimes from Code Enforcement

Assessor and Planning Dept (and Code Enforcement) use a *TrackIt* program, this program may change.

Anything over 10x10 can be put on the role.

- Best way for FD to report a discrepancy/correction is to send an email: "we believe there are unassessed structures at this address"

AUDITORS office is responsible for tax rate area (e.g., our units)

Calamity claim (if structure destroyed) Assessor will take property off the role and if new structure is in same footprint then assessed at the old rate.

2). Updates

- FDAC class for Board Members, Chiefs and staff, March 20 & 21, Mendocino College <https://www.fdac.org/events/EventDetails.aspx?id=2026743>
- **SB 872** in-person training interest? **Required Fiscal training**, every two years (current Board members have until Jan 1, 2028). New Board members (2026 and after must complete within 6 months).
- Request for Information from LAFCo - 'Regional White Paper' development
Uma and Emily will be looking at Fire Services from a county-wide perspective; Municipal Service Reviews (MSR) are coming in and helpful; will also be looking at available funding streams (i.e., sales tax, TOT, CSA-3, etc.)

Follow up from December meeting, health care discussion

South Coast Board abstained from the vote in support (concern that it may complicate FDACs search for more funding).
Decision not to pursue right now as Chris Rogers did not prioritize this issue for this year.

Citizens Initiative update

Measure P as percentages – delayed working on this and re-evaluate. Chiefs Association has a ballot committee. Huge amount of work to do for 2028. Measure P sunsets in 2033. Emily will be sending an email with "formula" as a percentage that our Board needs to discuss. Discuss the support (if we choose to do so) to make it possible. New legislation may include a sunset for 10 years. A resolution from our Board will be necessary in the future.

3). For the Good of the Association

Andres mentioned ABH rate reduction (CFAA) for apparatus based on FEMA rates. CalOES (Lori Lopez) said the rates should go back up, working on a new rate agreement.

2026 MCAFD Meetings

- 1) April 8th (Tami Bartolomie, Acting Program Administrator, Public Health), June 10th, August 12th, October 14th, December 9th

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Albion Little River Fire Protection District

Balance Sheet

As of February 28, 2026

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03/11/26

Accrual Basis

	Feb 28, 26
ASSETS	
Current Assets	
Checking/Savings	
1000 · General Cash	
1050 · Local Agency Investment Fund	
Transferred from Fee Service	22,000.00
Transferred from Donations	171,000.00
Transferred from Public Tax	100,000.00
1050 · Local Agency Investment Fund - Other	14,451.51
Total 1050 · Local Agency Investment Fund	307,451.51
1001 · Public Tax Account	223,115.90
1002 · Fee Service Fund	10,299.61
1003 · District Checking	76,954.48
1004 · County Held Funds	16.86
1005 · Building Fund - Checking	19,773.91
1006 · Fire Department - Donations	165,406.91
Total 1000 · General Cash	803,019.18
Total Checking/Savings	803,019.18
Total Current Assets	803,019.18
Fixed Assets	
1600 · Accumulated Depreciation	-611,890.00
1500 · Building & Improvements	578,481.86
1400 · Construction-in-Progress	
1404 · 810 New Building Project	109,881.58
Total 1400 · Construction-in-Progress	109,881.58
1550 · Firefighting Equipment	
1553 · Vehicle Purchase	5,000.00
1550 · Firefighting Equipment - Other	503,254.00
Total 1550 · Firefighting Equipment	508,254.00
1450 · Land	377,970.68
Total Fixed Assets	962,698.12
TOTAL ASSETS	1,765,717.30
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	2,681.93
Total Accounts Payable	2,681.93
Credit Cards	
2001 · Umpqua Bank	4,285.84
Total Credit Cards	4,285.84
Other Current Liabilities	
2100 · Payroll Liabilities	18,638.18
Total Other Current Liabilities	18,638.18
Total Current Liabilities	25,605.95
Total Liabilities	25,605.95
Equity	
3201 · Investment in Capital Assets	1,099,667.00
3200 · Undesignated Fund Balance	543,947.94

007

Albion Little River Fire Protection District

Balance Sheet

As of February 28, 2026

4:22 PM

03/11/26

Accrual Basis

	<u>Feb 28, 26</u>
Net Income	96,496.41
Total Equity	1,740,111.35
TOTAL LIABILITIES & EQUITY	<u>1,765,717.30</u>

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

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03/11/26

Accrual Basis

July 2025 through February 2026

	Jul '25 - Feb 26	Budget	\$ Over Budget	% of Budget
Income				
4100 · Property Taxes				
4101 · CURRENT SECURED TAX	61,296.37	102,425.00	-41,128.63	59.8%
4102 · CURRENT UNSECURED TAX	2,451.20	3,198.00	-746.80	76.6%
4103 · SB813 SUPPLEMENTAL TAX	680.46	919.00	-238.54	74.0%
4105 · PRIOR UNSECURED TAX	76.97	141.00	-64.03	54.6%
Total 4100 · Property Taxes	64,505.00	106,683.00	-42,178.00	60.5%
4200 · Other Taxes				
4202 · SPECIAL TAX	91,058.97	165,217.68	-74,158.71	55.1%
4203 · TOT - Measures D & E	0.00	21,517.00	-21,517.00	0.0%
4204 · Measure P	0.00	111,320.00	-111,320.00	0.0%
4205 · TIMBER TAX	282.79	350.00	-67.21	80.8%
Total 4200 · Other Taxes	91,341.76	298,404.68	-207,062.92	30.6%
4400 · Intergovernmental - Grants				
4405 · Other	0.00	0.00	0.00	0.0%
Total 4400 · Intergovernmental - Grants	0.00	0.00	0.00	0.0%
4500 · Intergovernmental - State				
4501 · HOMEOWNER PROPERTY TAX	0.00	600.00	-600.00	0.0%
4502 · Highway Property Rental	0.00	3.34	-3.34	0.0%
4503 · PROP 172	0.00	13,500.00	-13,500.00	0.0%
4505 · Fire Recovery USA, LLC	9,205.15	2,340.00	6,865.15	393.4%
4506 · Cal Fire ABH	143,952.90	160,000.00	-16,047.10	90.0%
4500 · Intergovernmental - State - Other	0.00	642.33	-642.33	0.0%
Total 4500 · Intergovernmental - State	153,158.05	177,085.67	-23,927.62	86.5%
4600 · USE OF MONEY & PROPERTY				
4601 · INTEREST INCOME	9,977.14	0.00	9,977.14	100.0%
Total 4600 · USE OF MONEY & PROPERTY	9,977.14	0.00	9,977.14	100.0%
4700 · OTHER REVENUE				
4705 · Inspection Fees	0.00	0.00	0.00	0.0%
4704 · Reserves	0.00	42,253.00	-42,253.00	0.0%
4703 · Reimbursement	15,044.00	0.00	15,044.00	100.0%
4702 · Fire Recovery USA Fees	0.00	0.00	0.00	0.0%
4701 · INSURANCE PAYMENT	0.00	0.00	0.00	0.0%
4700 · OTHER REVENUE - Other	0.00	0.00	0.00	0.0%
Total 4700 · OTHER REVENUE	15,044.00	42,253.00	-27,209.00	35.6%
4800 · Donations				
4801 · 810 Building Capital Campaign	0.00	0.00	0.00	0.0%
4803 · Donor Advised Charitable Funds	2,000.00	0.00	2,000.00	100.0%
4805 · Business	1,695.40	0.00	1,695.40	100.0%
4806 · Individual	134,075.99	0.00	134,075.99	100.0%
4800 · Donations - Other	0.00	40,000.00	-40,000.00	0.0%
Total 4800 · Donations	137,771.39	40,000.00	97,771.39	344.4%
Total Income	471,797.34	664,426.35	-192,629.01	71.0%
Gross Profit	471,797.34	664,426.35	-192,629.01	71.0%
Expense				
5000 · Salaries and Benefits				
5004 · CalFire ABH/OES	0.00	160,000.00	-160,000.00	0.0%
5011 · Hiring Expenses	0.00	0.00	0.00	0.0%
5001 · Full-Time Salaries	87,480.97	126,000.00	-38,519.03	69.4%
5002 · Part-Time Salaries	14,455.39	42,000.00	-27,544.61	34.4%
5003 · On-Call Stipends	44,845.52	22,000.00	22,845.52	203.8%
5005 · Payroll Taxes	13,294.31	0.00	13,294.31	100.0%
5010 · Payroll Fees	150.00	0.00	150.00	100.0%
5101 · MISC EMPLOYEE BENEFITS	567.43	9,300.00	-8,732.57	6.1%
5102 · WORKERS COMPENSATION	0.00	14,786.20	-14,786.20	0.0%
5103 · CLOTHING & PERSONAL ITE	771.92	12,000.00	-11,228.08	6.4%
5104 · MED AND DENTAL	9,000.00	9,000.00	0.00	100.0%
5105 · EDUCATION & TRAINING	7,914.38	9,000.00	-1,085.62	87.9%
Total 5000 · Salaries and Benefits	178,479.92	404,086.20	-225,606.28	44.2%
6000 · Materials Services and Supplies				
6050 · Communications				
6058 · Radios-Mobile/Portable	0.00	19,393.89	-19,393.89	0.0%
6057 · Tablets	0.00	15,044.00	-15,044.00	0.0%
6056 · Pagers	0.00	0.00	0.00	0.0%
6055 · Radios and Maintenance/Repair	11,534.70	500.00	11,034.70	2,306.9%
6052 · TELEPHONE	4,330.73	2,000.00	2,330.73	216.5%
6054 · WEBHOSTING	224.15	0.00	224.15	100.0%
6051 · INTERNET SERVICE	1,882.13	6,500.00	-4,617.87	29.0%
6050 · Communications - Other	678.65	0.00	678.65	100.0%
Total 6050 · Communications	18,650.36	43,437.89	-24,787.53	42.9%
6000 · Materials Services and Supplies - Other	24,783.63	0.00	24,783.63	100.0%
Total 6000 · Materials Services and Supplies	43,433.99	43,437.89	-3.90	100.0%
6100 · FOOD	5,250.62	6,000.00	-749.38	87.5%
6150 · INSURANCE GENERAL	0.00	36,300.00	-36,300.00	0.0%
6200 · Maintenance				
6201 · MAINTENANCE EQUIPMENT	3,470.96	2,000.00	1,470.96	173.5%
6202 · Vehicle Maintenance	563.07	7,500.00	-6,936.93	7.5%
6203 · MAINTENANCE STRUCTURES	1,674.09	2,000.00	-325.91	83.7%
6250 · MEDICAL, LAB SUPPLIES	1,169.21	5,250.00	-4,080.79	22.3%
6200 · Maintenance - Other	1,882.92	7,400.00	-5,517.08	25.4%
Total 6200 · Maintenance	8,760.25	24,150.00	-15,389.75	36.3%
6300 · MEMBERSHIPS	2,112.00	3,371.00	-1,259.00	62.7%
6350 · DISTRICT OFFICE SUPPLIE	11,564.47	12,000.00	-435.53	96.4%
6400 · PROFESIONAL & SPECIAL SERVICES	1,821.18	2,200.00	-378.82	82.8%
6401 · AUDITING & FISCAL SERVI	7,531.08	3,600.00	3,931.08	209.2%

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

4:19 PM

03/11/26

Accrual Basis

July 2025 through February 2026

	Jul '25 - Feb 26	Budget	\$ Over Budget	% of Budget
6700 · TRANSPORTATION & TRAVEL				
6701 · Fleet Fuel	9,318.18	22,000.00	-12,681.82	42.4%
6700 · TRANSPORTATION & TRAVEL - Other	1,173.25	0.00	1,173.25	100.0%
Total 6700 · TRANSPORTATION & TRAVEL	10,491.43	22,000.00	-11,508.57	47.7%
6600 · SMALL TOOLS & SUPPLIES	2,574.68	1,600.00	974.68	160.9%
6650 · ELECTION SUPERVISION & SERVICES	0.00	3,500.00	-3,500.00	0.0%
6750 · UTILITIES				
6751 · Redwood Waste Solutions	1,765.56	2,010.00	-244.44	87.8%
6752 · Albion Water District	555.00	750.00	-195.00	74.0%
6753 · PG&E	4,007.39	5,200.00	-1,192.61	77.1%
6754 · Propane	807.03	1,000.00	-192.97	80.7%
6755 · Thompson Septic Service	2,188.22	3,200.00	-1,011.78	68.4%
Total 6750 · UTILITIES	9,323.20	12,160.00	-2,836.80	76.7%
6800 · PAYMENTS TO GOVT AGENCIES	1,878.45	3,309.00	-1,430.55	56.8%
7800 · Other Expenses - Grants	0.00	0.00	0.00	0.0%
7900 · Donation expenditures	225.50	0.00	225.50	100.0%
8000 · Capital Outlay				
8250 · Construction in Progress	40,781.96	0.00	40,781.96	100.0%
8100 · BUILDINGS & IMPROVEMENT	2,446.15	30,000.00	-27,553.85	8.2%
8200 · EQUIPMENT (PURCHASE)				
8201 · Office Equipment	0.00	0.00	0.00	0.0%
8202 · Firefighting Equipment	5,744.78	6,000.00	-255.22	95.7%
8203 · Medical Equipment	2,985.23	5,000.00	-2,014.77	59.7%
8205 · Trucks	38.73	0.00	38.73	100.0%
8207 · Leased Equipment	39,479.90	60,000.00	-20,520.10	65.8%
8200 · EQUIPMENT (PURCHASE) - Other	197.78	0.00	197.78	100.0%
Total 8200 · EQUIPMENT (PURCHASE)	48,446.42	71,000.00	-22,553.58	68.2%
Total 8000 · Capital Outlay	91,674.53	101,000.00	-9,325.47	90.8%
9900 · Suspense	179.63			
9990 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Total Expense	375,300.93	678,714.09	-303,413.16	55.3%
Net Income	96,496.41	-14,287.74	110,784.15	-675.4%