



## Albion Little River Fire Protection District

# BOARD OF DIRECTORS REGULAR MEETING AGENDA

Tuesday, May 21, 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 pg. 2,3.)
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
  - April 22<sup>nd</sup> meeting canceled**
  - a. **Approval of March 18 regular meeting minutes.** pg. 4
  - b. **Approval of March 27 special meeting minutes.** pg. 5
  - c. **Acceptance of April-May, 2019 correspondence report.** pg. 6-7.
  - d. **Acceptance of submitted current financial report** pg. 8 to 25
6. **Items for discussion and possible action:**
  - a. **Motion by director Issel for Further Reach to park a storage vehicle at station 811 in exchange for broadband and security camera services.** (see packet pg. 26)
  - b. **Motion by Director Greenberg to waive seconding motions as permitted in ALRFPD Bylaws** (rule 2 page 5) (see packet pg. 27)
  - c. **Motion by Director Greenberg to accept proposed draft document retention policy, first reading.** (see packet pg. 28 to 31)
  - d. **Motion by Director Greenberg to accept proposed draft donation policy, first reading.** (see packet pg. 32)
7. **Report from the Chair:** (see packet pg. 33)
8. **Committee Reports:**
  - a. **Facilities – Issel** (see packet pg. 34 to 40 )
  - b. **Apparatus – Acker-** The ad for old 8130 and the tender water tank was placed in The Beacon and Advocate. No responses as of May 15. It will run again next week
  - c. **Strategic Plan – Surles and Greenberg**
  - d. **Resource Outreach- newsletter progress report**
  - e. **Treasurers report-Welty-County funds and Audit progress**
9. **Directors Discussion:**
  - a. **Parking signage (review examples)**
  - b. **MCAFD notice and County solicitation for second units item 15 inspection for brush clearing.** (see packet pg. 41 to 46)
  - c. **Proposal to store 8130 at 811 with chain link fence and security camera.**
  - d. **Fire Call GIS map is in progress.**
10. **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  
05/13/2019

### Operations

Incidents 03-05/06/2019

Medical-27

Traffic Collision-3

Fire-2

Public Assist-1

OES, CFIRS(California Fire Incident Reporting System) has been updated. Last update was 1988.

#### Strategic Plan

County Chief's Association is working on its first Strategic Plan for the organization.

The Department will be reviewing and updating the Districts current Strategic Plan.

### Maintenance

8181- Ruptured oil line CAFS Compressor (repaired)

In service

8132- Bad alternator (in for repair)

Out of service

8162- Primer repair (scheduled)

In service

Apparatus continue to cycle through for DOT annual checks

### Equipment

Radios are being installed 8130, 8191, 8181

Repairs made to 8131's radio

All radios (mobile, handheld, pagers) will have updated programming by the end of the month.

CARB compliance

Discussion needs to be initiated on how the District will become CARB compliant by 2023.

Forest Service Engines to be returned

### Training

Firefighter's will complete EMT training this month.

Firefighter's will participate in Fire Control 3 Live Fire Burn in Anderson Valley 5/25-26

Firefighter's will participate in an XME County wide Wildland drill in Anderson Valley 6/1

Training Officer's remains an ongoing priority.

### Items for further consideration and action

#### Equipment Needs

Chief's Rig/Utility

Type III Engine

Inventory is being completed, a list of prioritized equipment needs will be created on completion.

I need clarity and direction on how to go about equipment procurement.



003  
Albion-Little River  
Fire Protection District  
Chief's Report  
05/13/2019

**Personnel**

**Recruitment** is our main priority. We need more good volunteers. I would like to offer all Firefighter's a California State Firefighter's Association Membership. CSFA offers many benefits and resources as well as training opportunities.

**Prevention/Preparedness**

We are planning a Meet the Chief Fire Preparedness/Prevention meeting with the community for the beginning of June. I would like to see the creation of Fire Council(s) within our district. This meeting will take place in front of station 810 date to be determined.

**Community**

Our Facebook Group has been switch to a Page to be more accessible to the community. It will focus on public outreach and information.

**Planters** instead of concrete blocks at 810.

After many complaints, I would like to replace the concrete blocks at 810 with planters. This can be done completely with donations with drought tolerant native plants.



## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, March 18, 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 7:02 PM by President Greenberg. Board members Issel, Acker and Welty present, Surles absent. Also Present Chief Williams, Wendy Meyer two firefighters and two members of the public.
2. **Motion by Secretary Steve Acker to adopt agenda:** Item 6a changed from engine **8170** to engine **8162** Agenda approved as modified by a board vote of 4 ayes and 1 absent.
3. **Public communication to the board:** none.
4. **Chief's report:** (See packet.) The Woods requested an AED be purchased to be kept at the Woods.
5. **Consent calendar:** Approved by a board vote of 4 ayes and 1 absent
  - a. **Approval of February 18 regular meeting minutes.**
  - b. **Approval of March 5 special meeting minutes.**
  - c. **Acceptance of March, 2019 correspondence report.**
  - d. **Acceptance of submitted current financial report**
6. **Items for discussion and possible action:**
  - a. **Motion by director Greenberg to approve primer pump repair on engine ~~8170~~ 8162 (see packet)** Approved by a board vote of 4 ayes and 1 absent
  - b. **Motion by director Greenberg to increase Chiefs spending limit to \$2500 for routine repairs and \$5000 for emergency repairs.** Tabled. Revised motion to be considered at the April regular meeting.
  - c. **Motion by director Greenberg to approve bylaws revision March 5, (see packet)** Issel 2<sup>nd</sup> Approved by a board vote of 4 ayes and 1 absent
  - d. **Motion to approve Auxiliary BBQ permit application. (see packet)** Approved by a board vote of 4 ayes and 1 absent
  - e. **Hazard Mitigation Grant program (see packet)** Director Greenberg will write a letter to the Office of Emergency Services to respond to the request for an informal commitment.
7. **Committee Reports: Meeting adjourned at 9:44 pm**
  - a. **Facilities –Issel:** There was an 810 Sight Plan meeting with Diane Widerman to determine elevations. The septic 810 tank and leach lines were located. Samples will be taken of seepage in the field north of the 810 fire house.
  - b. **Resource Outreach- Greenberg progress on news letter.** In progress.
  - c. **Apparatus – Acker (see packet) Boot repair 8130 and Warranty EJ metals.** Boot repair has been completed on 8130.
  - d. **Treasurers report-Welty report on Auditor letter sent to County.** No response from the County Auditor to date. Director Welty will follow up. New EDD number applied for. SCO report in progress.
8. **Directors Discussion:**
  - a. **Proposed Station 811 setback variance appeal to Planning & Building / BOS solicitation to facilitate fire load reduction & budget allocation.** Director Issel will inquire about necessary permit to clear brush around Station 811.
  - b. **Proposed Bylaws revision: Donation policy, CRV collection & events including BBQ (see packet)** To be revised and reconsidered at the April regular meeting.
  - c. **Auxiliary 2019 BBQ tasks plan. (see packet)**
9. **Adjournment:** Meeting adjourned at 9:07 pm





## Albion Little River Fire Protection District

### BOARD OF DIRECTORS SPECIAL MEETING MINUTES

Wednesday March 27, 2019, 4:30 PM, Albion School, 30400 Albion Ridge Road, 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 considering a personnel issue.

1. **Call to order and determination of a quorum:** Meeting called to order at 4:33 PM by President Greenberg. Board members Issel, Acker, Welty present, Surles absent. Also present Chief Williams, firefighter Michael Rees and District Counsel Terry Gross
2. **Motion by Secretary Steve Acker to adopt agenda:** Agenda was amended to add consideration of Emergency Sirens Match Commitment Letter. Agenda approved as modified by a board vote of 4 ayes and 1 absent.
3. **Public communication to the board:** None.
4. **Closed Session:** Adjourned to closed session at 4:45 pm for consideration of a personnel issue. Gov. Code 54957(b)(1) Employee Evaluation and Appointment Position: Fire Chief
5. **Report of action taken in closed session:**
  - a. Motion by director Greenberg, having secured approval of the Firefighters, to approve firefighter Michael Rees appointment as Fire Chief of the Albion Little River Fire Protection District. Second by director Issel. Approved by a board vote of 4 ayes and 1 absent.
  - b. Motion by director Greenberg to accept Fire Chief William's letter (see attached) of resignation pending appointment of a new Chief. Second by director Issel. Approved by a board vote of 4 ayes and 1 absent.
6. **Adjournment:** Adjourned to open session at 5:15 PM.
  - a. Motion by director Greenberg to provide Emergency Sirens Match Commitment letters for three emergency sirens and maintenance to LACO Associates. Second by director Welty. Approved by a board vote of 4 ayes and 1 absent.
7. **Adjournment:** Meeting adjourned at 6:30 PM.



**BOARD OF DIRECTORS REGULAR MEETING  
TUESDAY, MAY 21, 2019  
CORRESPONDENCE REPORT**

- |                |   |
|----------------|---|
| March 4, 2019  | -Received email from board member Steve Acker announcing ALRFPD Special meeting.  |
| March 6, 2019  | -Received letter via USPS from the Employment Development Department regarding inactive account number  |
| March 6, 2019  | -Received letter via USPS from the Internal Revenue Service approving application for online signature PIN for employment tax returns.  |
| March 6, 2019  | -Received copy of email from board member Michael Issel regarding Station 810 priorities.   |
| March 7, 2019  | -Received email from LAFCO regarding preliminary 2019-20 fiscal year budget information packet.   |
| March 11, 2019 | -Received copy of email from board member Michael Issel regarding groundwater effluent discharge on property acquired in reference to Station 810.  |
| March 13, 2019 | -Received letter via USPS from California State Controller's Officer regarding Special Districts Financial Report.  |
| March 15, 2019 | -Received copy of email from board member Steve Acker regarding county accepting insurance as bonding for district financial officer.   |
| March 17, 2019 | -Received email from Mendocino Christian Camp regarding request for camp survey.  |
| March 19, 2019 | -Received letter via USPS regarding Mendocino County Property Tax Reimbursement Share invoice.  |
| March 24, 2019 | -Received email from board member Michael Issel regarding Station 810 Water Surface Sample Collection.  |
| March 25, 2019 | -Received email from board member Steve Acker regarding County Auditor release of funds to ALRFPD.  |
| March 27, 2019 | -Received email from board member Steve Acker announcing ALRFPD Special meeting.  |
| March 28, 2019 | -Received email from ALRFPD employee Wendy Meyer regarding press release announcing new fire chief.   |
| April 3, 2019  | -Received email from Michael Issel directing architect Diana Wiedemann to obtain a building permit.   |
| April 4, 2019  | -Received email from LAFCo Clerk regarding final LAFCo budget for 2019-20 fiscal year with final budget public hearing.   |
| April 8, 2019  | -Received email from Michael Issel to Amber Munoz, Deputy Director, Mendocino County Department of Transportation regarding written building permission request for emergency fire pumper garage. |
| April 8, 2019  | -Received email from Alpha Analytical Laboratories regarding Water Quality report.  |

- April 11, 2019 -Received letter via USPS from Mendocino County re: Notice of Possible Action regarding request by Elk County Water District to Consolidate its District Elections with the November Statewide General Election in Even-Numbered Years.
- April 11, 2019 -Received letter via USPS Certificate of Coverage from Golden State Risk Management
- April 11, 2019 -Received letter via USPS from Mendocino County of Planning and Building Services regarding Solicitation of Input.
- April 11, 2019 -Received letter via USPS regarding CALOES Proposal for CAL Fire Volunteer Fire Assistance Grant.
- April 11, 2019 -Received email from Liz Smith at GSRMA
- April 12, 2019 -Received email regarding 2018 Government Compensation in California Report from State Controller's Office
- April 15, 2019 -Received public funds check via USPS from Mendocino County Auditor – Controller's Office.
- April 18, 2019 -Received email from Federal Aviation Administration regarding needing additional information regarding building alteration permission at 812.
- April 18, 2019 -Received email from Michael Issel regarding agenda discussion item for possible board Action regarding Motion to permit Further Reach Internet to park a storage vehicle at Station 811.
- April 19, 2019 -Received letter via USPS from the National Fire Protection Association regarding NFPA Survey of Fire Departments for 2018 Fire Experience.
- April 19, 2019 --Received letter via USPS from Mendocino County re: Notice of Possible Action regarding request by Redwood Coast Fire Protection District to Consolidate its District Elections with the November Statewide General Election in Even-Numbered Years.
- April 19, 2019 -Received letter via USPS from Mendocino County of Planning and Building Services regarding Solicitation of Input.
- April 22, 2019 -Received email from Bill Gillespie, Crescent City Fire and Rescue regarding potential changes to USFS Mutual aid reimbursements
- April 26, 2019 -Received email from Mendocino County Auditor/Controller's Office regarding Annual Special Assessments data and instruction file.

## Albion Little River Fire Protection District

## Balance Sheet

As of April 30, 2019

2:47 PM

05/16/19

Accrual Basis

	Apr 30, 19
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Public Tax Account	142,296.41
Fee Service Fund	22,453.25
District Checking	29,407.36
County Held Funds	16.86
Building Fund - Checking	10,609.09
Fire Department - Donations	247,153.30
<b>Total Checking/Savings</b>	451,936.27
<b>Total Current Assets</b>	451,936.27
<b>Fixed Assets</b>	
Accumulated Depreciation	-611,890.00
Building & Improvements	403,552.00
Firefighting Equipment	503,254.00
<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>	672,886.68
<b>TOTAL ASSETS</b>	<b>1,124,822.95</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	-7,450.41
<b>Total Credit Cards</b>	-7,450.41
<b>Total Current Liabilities</b>	-8,150.41
<b>Total Liabilities</b>	-8,150.41
<b>Equity</b>	
30000 · Opening Balance Equity	588,887.94
32000 · Retained Earnings	701,002.13
Net Income	-156,916.71
<b>Total Equity</b>	1,132,973.36
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,124,822.95</b>

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

2:47 PM

05/16/19

Accrual Basis

July 2018 through April 2019

	Jul '18 - Apr 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
82-1110 · CURRENT SECURED TAX	47,865.95	83,618.00	-35,752.05	57.2%
82-1120 · CURRENT UNSECURED TAX	2,474.65	2,487.00	-12.35	99.5%
82-1130 · SB813 SUPPLEMENTAL TAX	1,408.79	366.00	1,042.79	384.9%
82-1220 · PRIOR UNSECURED TAX	81.59	44.00	37.59	185.4%
82-1300 · SPECIAL TAX	0.00	191,000.00	-191,000.00	0.0%
82-1510 · SALES TAX-PUBLIC SAFETY	14,521.08	14,482.00	39.08	100.3%
82-1600 · TIMBER TAX	559.27	303.00	256.27	184.6%
82-4100 · INTEREST INCOME	2,145.10	2,200.00	-54.90	97.5%
82-5481 · HOMEOWNER PROPERTY TAX	345.75	749.00	-403.25	46.2%
82-7700 · OTHER	46,372.49			
82-7705 · Donations				
BBQ	14,850.45			
Business	50.00			
Individual	63,620.00			
82-7705 · Donations - Other	7,202.91			
<b>Total 82-7705 · Donations</b>	<b>85,723.36</b>			
<b>Total Income</b>	<b>201,498.03</b>	<b>295,249.00</b>	<b>-93,750.97</b>	<b>68.2%</b>
<b>Gross Profit</b>	<b>201,498.03</b>	<b>295,249.00</b>	<b>-93,750.97</b>	<b>68.2%</b>
<b>Expense</b>				
BBQ				
BBQ- KID AREA	450.00			
PRINTING	1,295.75			
SUPPLIES	50.80			
BBQ - Other	316.79			
<b>Total BBQ</b>	<b>2,113.34</b>			
voided checks	0.00			
66000 · Payroll Expenses				
taxes	8,199.73			
wages	32,687.74			
<b>Total 66000 · Payroll Expenses</b>	<b>40,887.47</b>			
86-1011 · Regular Employees	0.00	40,000.00	-40,000.00	0.0%
86-1014 · MISC EMPLOYEE BENEFITS	0.00	1,500.00	-1,500.00	0.0%
86-1035 · WORKERS COMPENSATION IN	7,394.00	9,000.00	-1,606.00	82.2%
86-2050 · CLOTHING & PERSONAL ITE	5,892.00	35,000.00	-29,108.00	16.8%
86-2060 · COMMUNICATIONS				
INTERNET SERVICE				
Comcast	893.20			
INTERNET SERVICE - Other	325.87			
<b>Total INTERNET SERVICE</b>	<b>1,219.07</b>			
web design	750.00			
WEBHOSTING	144.00			
86-2060 · COMMUNICATIONS - Other	1,616.74	6,000.00	-4,383.26	26.9%
<b>Total 86-2060 · COMMUNICATIONS</b>	<b>3,729.81</b>	<b>6,000.00</b>	<b>-2,270.19</b>	<b>62.2%</b>
86-2080 · FOOD	327.90	2,000.00	-1,672.10	16.4%
86-2101 · INSURANCE GENERAL	11,703.00	11,703.00	0.00	100.0%
86-2120 · MAINTENANCE EQUIPMENT				
Site Maintenance	1,590.51			
Medical Equipment	501.00			
Radio Maintenance	26.99			
Vehicle Maintenance				
8130	2,710.01			
8131	658.98			
8132	899.04			
8162	865.39			
8163	930.49			
8170	904.01			
8171	426.47			
8180	9,159.95			
8181	6,545.35			
8190	4,899.16			
8191	850.22			
8199 Jet Ski	2.42			
Vehicle Maintenance - Other	1,086.43			
<b>Total Vehicle Maintenance</b>	<b>29,937.92</b>			
86-2120 · MAINTENANCE EQUIPMENT - Other	4,735.72	25,000.00	-20,264.28	18.9%
<b>Total 86-2120 · MAINTENANCE EQUIPMENT</b>	<b>36,792.14</b>	<b>25,000.00</b>	<b>11,792.14</b>	<b>147.2%</b>
86-2130 · MAINTENANCE STRUCTURES				
Mowing	8.28			
Station 810	251.00			
Station 811	300.00			
Station 812				
Gravel	2,652.22			

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

2:47 PM

05/16/19

Accrual Basis

July 2018 through April 2019

	<u>Jul '18 - Apr 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Station 812 - Other	2,397.87			
Total Station 812	5,050.09			
86-2130 · MAINTENANCE STRUCTURES - Other	2,796.91	7,000.00	-4,203.09	40.0%
Total 86-2130 · MAINTENANCE STRUCTURES	8,406.28	7,000.00	1,406.28	120.1%
86-2140 · MEDICAL, LAB SUPPLIES				
Gasses				
Eureka Oxygen	1,231.76			
Total Gasses	1,231.76			
Lab Supplies	932.66			
86-2140 · MEDICAL, LAB SUPPLIES - Other	0.00	6,000.00	-6,000.00	0.0%
Total 86-2140 · MEDICAL, LAB SUPPLIES	2,164.42	6,000.00	-3,835.58	36.1%
86-2150 · MEMBERSHIPS	1,143.00	1,500.00	-357.00	76.2%
86-2170 · DISTRICT OFFICE SUPPLIE				
Classified Ad	112.55			
late fee	3.69			
Paper, Ink, Materials	163.29			
Postage	154.00			
Printing & Copying Services	13.78			
Software	242.87			
86-2170 · DISTRICT OFFICE SUPPLIE - Other	464.95	5,000.00	-4,535.05	9.3%
Total 86-2170 · DISTRICT OFFICE SUPPLIE	1,155.13	5,000.00	-3,844.87	23.1%
86-2181 · AUDITING & FISCAL SERVI				
Bank charge	93.52			
Bookkeeping Services	720.00			
86-2181 · AUDITING & FISCAL SERVI - Other	515.50	8,500.00	-7,984.50	6.1%
Total 86-2181 · AUDITING & FISCAL SERVI	1,329.02	8,500.00	-7,170.98	15.6%
86-2185 · MED AND DENTAL				
Firefighter Immunization	245.98			
86-2185 · MED AND DENTAL - Other	443.00	1,500.00	-1,057.00	29.5%
Total 86-2185 · MED AND DENTAL	688.98	1,500.00	-811.02	45.9%
86-2187 · EDUCATION & TRAINING				
Food	345.25			
APPARATUS TRAINING	860.00			
CPR	300.00			
EMT	358.00			
86-2187 · EDUCATION & TRAINING - Other	3,103.85	18,500.00	-15,396.15	16.8%
Total 86-2187 · EDUCATION & TRAINING	4,967.10	18,500.00	-13,532.90	26.8%
86-2189 · PROFESIONAL & SPECIAL SERVICES				
District Counsel Services	9,375.51			
86-2189 · PROFESIONAL & SPECIAL SERVICES - ...	84,926.38	41,000.00	43,926.38	207.1%
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES	94,301.89	41,000.00	53,301.89	230.0%
86-2200 · RENT- LEASE EQUIPMENT				
8130 Lease Purchase				
Interest 8130	23,908.85			
Principal 8130	31,268.16			
Total 8130 Lease Purchase	55,177.01			
8181 8191 Lease Purchase				
Interest 8181 8191	12,653.46			
Principal 8181 8191	12,346.54			
Total 8181 8191 Lease Purchase	25,000.00			
86-2200 · RENT- LEASE EQUIPMENT - Other	0.00	95,000.00	-95,000.00	0.0%
Total 86-2200 · RENT- LEASE EQUIPMENT	80,177.01	95,000.00	-14,822.99	84.4%
86-2231 · ELECTION SUPERVISION & SERVICES	0.00	500.00	-500.00	0.0%
86-2250 · TRANSPORTATION & TRAVEL				
FLEET FUEL				
Bulk Fuel Delivery	3,986.97			
FLEET FUEL - Other	295.27			
Total FLEET FUEL	4,282.24			
86-2250 · TRANSPORTATION & TRAVEL - Other	10,132.82	12,000.00	-1,867.18	84.4%
Total 86-2250 · TRANSPORTATION & TRAVEL	14,415.06	12,000.00	2,415.06	120.1%
86-2260 · UTILITIES				
Albion Water District	540.00			
PG&E	1,648.92			
Suburban Propane	339.77			
Thompson Septic Service	1,595.16			

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

2:47 PM  
05/16/19

July 2018 through April 2019

Accrual Basis

	Jul '18 - Apr 19	Budget	\$ Over Budget	% of Budget
Waste Management	2,646.70			
86-2260 · UTILITIES - Other	683.64	6,000.00	-5,316.36	11.4%
<b>Total 86-2260 · UTILITIES</b>	<b>7,454.19</b>	<b>6,000.00</b>	<b>1,454.19</b>	<b>124.2%</b>
86-3113 · PAYMENTS TO GOVT AGENCIES				
LAFCO-DUES	527.49			
86-3113 · PAYMENTS TO GOVT AGENCIES - Other	4,526.21	3,500.00	1,026.21	129.3%
<b>Total 86-3113 · PAYMENTS TO GOVT AGENCIES</b>	<b>5,053.70</b>	<b>3,500.00</b>	<b>1,553.70</b>	<b>144.4%</b>
86-4360 · BUILDINGS & IMPROVEMENT				
STATION 810	300.00			
STATION 812	9,860.59			
86-4360 · BUILDINGS & IMPROVEMENT - Other	1,272.10	85,000.00	-83,727.90	1.5%
<b>Total 86-4360 · BUILDINGS &amp; IMPROVEMENT</b>	<b>11,432.69</b>	<b>85,000.00</b>	<b>-73,567.31</b>	<b>13.5%</b>
86-4370 · EQUIPMENT (PURCHASE)				
Firefighting Equipment				
Site Maintenance	151.99			
Firefighting Equipment - Other	35.53			
<b>Total Firefighting Equipment</b>	<b>187.52</b>			
Medical Equipment	1,853.70			
Radios	2,016.36			
86-4370 · EQUIPMENT (PURCHASE) - Other	12,829.03	125,000.00	-112,170.97	10.3%
<b>Total 86-4370 · EQUIPMENT (PURCHASE)</b>	<b>16,886.61</b>	<b>125,000.00</b>	<b>-108,113.39</b>	<b>13.5%</b>
<b>Total Expense</b>	<b>358,414.74</b>	<b>546,203.00</b>	<b>-187,788.26</b>	<b>65.6%</b>
<b>Net Income</b>	<b>-156,916.71</b>	<b>-250,954.00</b>	<b>94,037.29</b>	<b>62.5%</b>



**Albion Little River Fire Protection District**  
**Revenue & Expense Detail**  
 July 2018 through April 2019

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Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
<b>Income</b>									
<b>82-1110 - CURRENT SECURED TAX</b>									
Deposit	12/10/2018			Deposit			County Held Fu...	1,754.08	1,754.08
Deposit	12/10/2018			Deposit			County Held Fu...	46,109.83	47,863.91
Deposit	03/05/2019			Deposit			County Held Fu...	2.04	47,865.95
Total 82-1110 - CURRENT SECURED TAX								47,865.95	47,865.95
<b>82-1120 - CURRENT UNSECURED TAX</b>									
Deposit	12/10/2018			Deposit			County Held Fu...	2,474.65	2,474.65
Total 82-1120 - CURRENT UNSECURED TAX								2,474.65	2,474.65
<b>82-1130 - SB813 SUPPLEMENTAL TAX</b>									
Deposit	09/12/2018			Deposit			County Held Fu...	1,230.48	1,230.48
Check	10/29/2018						County Held Fu...	-16.43	1,214.05
Deposit	10/31/2018			Deposit			County Held Fu...	0.05	1,214.10
Deposit	01/24/2019			Deposit			County Held Fu...	168.68	1,382.78
Check	01/25/2019						County Held Fu...	-20.33	1,362.45
Deposit	01/29/2019			Deposit			County Held Fu...	10.42	1,372.87
Deposit	01/29/2019			Deposit			County Held Fu...	1.58	1,374.45
Deposit	01/29/2019			Deposit			County Held Fu...	17.48	1,391.93
Deposit	03/29/2019			Deposit			County Held Fu...	16.86	1,408.79
Total 82-1130 - SB813 SUPPLEMENTAL TAX								1,408.79	1,408.79
<b>82-1220 - PRIOR UNSECURED TAX</b>									
Deposit	11/19/2018			Deposit			County Held Fu...	81.59	81.59
Total 82-1220 - PRIOR UNSECURED TAX								81.59	81.59
<b>82-1510 - SALES TAX-PUBLIC SAFETY</b>									
Deposit	08/30/2018			Deposit	District		County Held Fu...	14,531.00	14,531.00
Check	12/22/2018	10427	Fort Bragg Diesel Inc		District		District Checking	-9.92	14,521.08
Total 82-1510 - SALES TAX-PUBLIC SAFETY								14,521.08	14,521.08
<b>82-1600 - TIMBER TAX</b>									
Deposit	12/10/2018			Deposit			County Held Fu...	559.27	559.27
Total 82-1600 - TIMBER TAX								559.27	559.27
<b>82-4100 - INTEREST INCOME</b>									
Deposit	07/31/2018			Interest	Building F...		Building Fund - ...	0.45	0.45
Deposit	07/31/2018			Interest	FD Donati...		Fire Department...	14.37	14.82
Deposit	08/31/2018			Interest	Building F...		Building Fund - ...	0.45	15.27
Deposit	08/31/2018			Interest	FD Donati...		Fire Department...	9.60	24.87
Deposit	09/30/2018			Interest	Building F...		Building Fund - ...	0.44	25.31
Deposit	09/30/2018			Interest	FD Donati...		Fire Department...	9.62	34.93
Deposit	10/01/2018	DEP		Deposit			County Held Fu...	941.00	975.93
Deposit	10/31/2018			Interest	FD Donati...		Fire Department...	10.14	986.07
Deposit	10/31/2018			Interest	Building F...		Building Fund - ...	0.45	986.52
Deposit	11/30/2018			Interest	Building F...		Building Fund - ...	0.44	986.96
Deposit	11/30/2018			Interest	FD Donati...		Fire Department...	9.88	996.84
Deposit	12/31/2018			Interest	FD Donati...		Fire Department...	10.31	1,007.15
Deposit	12/31/2018			Interest	Building F...		Building Fund - ...	0.45	1,007.60
Deposit	01/01/2019			Deposit			County Held Fu...	1,099.52	2,107.12
Deposit	01/31/2019			Interest	Building F...		Building Fund - ...	0.45	2,107.57
Deposit	01/31/2019			Interest	FD Donati...		Fire Department...	9.77	2,117.34
Deposit	02/28/2019			Interest	Building F...		Building Fund - ...	0.41	2,117.75
Deposit	02/28/2019			Interest	FD Donati...		Fire Department...	8.34	2,126.09
Deposit	03/07/2019			Interest			Fee Service Fund	0.76	2,126.85
Deposit	03/31/2019			Interest	Building F...		Building Fund - ...	0.45	2,127.30
Deposit	03/31/2019			Interest	FD Donati...		Fire Department...	8.76	2,136.06
Deposit	04/30/2019			Interest	FD Donati...		Fire Department...	8.59	2,144.65
Deposit	04/30/2019			Interest	Building F...		Building Fund - ...	0.44	2,145.09
Deposit	04/30/2019			Interest	Public Tax...		Public Tax Acco...	0.01	2,145.10
Total 82-4100 - INTEREST INCOME								2,145.10	2,145.10
<b>82-5481 - HOMEOWNER PROPERTY TAX</b>									
Deposit	01/04/2019			Deposit			County Held Fu...	345.75	345.75
Total 82-5481 - HOMEOWNER PROPERTY TAX								345.75	345.75
<b>82-7700 - OTHER</b>									
Deposit	01/25/2019			rdwd			County Held Fu...	416.98	416.98
Deposit	02/12/2019	60-617...	STATE OF CALIFOR...	CAL OES Pay...			Fee Service Fund	9,558.07	9,975.05
Deposit	02/12/2019	60-617...	STATE OF CALIFOR...	CAL OES Pay...			Fee Service Fund	7,748.80	17,723.85
Deposit	03/26/2019	61-008...	STATE OF CALIFOR...	CAL-OES for ...	Fee Servi...		Fee Service Fund	6,031.93	23,755.78
Deposit	03/26/2019	60-975...	STATE OF CALIFOR...	CAL-OES for ...	Fee Servi...		Fee Service Fund	22,616.71	46,372.49
Deposit	03/26/2019	60-975...	STATE OF CALIFOR...	DUPLICATE E...	Fee Servi...		Fee Service Fund	0.00	46,372.49
Deposit	03/26/2019	60-008...	STATE OF CALIFOR...	DUPLICATE E...	Fee Servi...		Fee Service Fund	0.00	46,372.49
Total 82-7700 - OTHER								46,372.49	46,372.49
<b>82-7705 - Donations</b>									
<b>BBQ</b>									
Deposit	07/16/2018			Deposit	FD Donati...		Fire Department...	400.00	400.00
Deposit	09/11/2018	277	Albion-Little River Fir...	Deposit	FD Donati...		Fire Department...	12,484.45	12,884.45
Deposit	10/24/2018			Deposit	FD Donati...		Fire Department...	1,966.00	14,850.45
Total BBQ								14,850.45	14,850.45

## Albion Little River Fire Protection District

## Revenue &amp; Expense Detail

July 2018 through April 2019

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Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>Business</b>									
Deposit	08/06/2018		Turner's Appliance	Deposit	FD Donati...		Fire Department...	50.00	50.00
Total Business								50.00	50.00
<b>Individual</b>									
Deposit	07/05/2018		Robert & Vicki Bruce	Deposit	FD Donati...		Fire Department...	75.00	75.00
Deposit	07/23/2018		Laurie York	Deposit	FD Donati...		Fire Department...	20.00	95.00
Deposit	07/23/2018		Carmen Goodyear	Deposit	FD Donati...		Fire Department...	20.00	115.00
Deposit	07/26/2018		Ruth Weiss	Deposit	FD Donati...		Fire Department...	50.00	165.00
Deposit	07/26/2018		Martha Wagner Estate	Deposit	FD Donati...		Fire Department...	50,000.00	50,165.00
Deposit	07/31/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	50,200.00
Deposit	08/06/2018		Melissa Hayes & Nan...	Deposit	FD Donati...		Fire Department...	20.00	50,220.00
Deposit	08/06/2018		Richard & Anna Mess...	Deposit	FD Donati...		Fire Department...	100.00	50,320.00
Deposit	08/10/2018		JeanB May Trust	Deposit	FD Donati...		Fire Department...	950.00	51,270.00
Deposit	08/16/2018		Cynthia O'Brien	Deposit	FD Donati...		Fire Department...	100.00	51,370.00
Deposit	08/28/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,405.00
Deposit	09/30/2018	2908	Dana and Katherine ...	Deposit	FD Donati...		Fire Department...	50.00	51,455.00
Deposit	09/30/2018	7555	Wm. A & C. Gwen Ja...	Deposit	FD Donati...		Fire Department...	50.00	51,505.00
Deposit	10/05/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,540.00
Deposit	10/31/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,575.00
Deposit	11/03/2018	1278	G. Victor Pacurar	Hughes Llama ...	FD Donati...		Fire Department...	100.00	51,675.00
Deposit	12/05/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,710.00
Deposit	12/31/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,745.00
Deposit	01/08/2019	06827-...	Paul M. Siegel	Deposit	FD Donati...		Fire Department...	500.00	52,245.00
Deposit	01/11/2019	1177	Nicola Kathryn Jack	Deposit	FD Donati...		Fire Department...	500.00	52,745.00
Deposit	01/11/2019	208	Cris Beaty	Deposit	FD Donati...		Fire Department...	500.00	53,245.00
Deposit	01/31/2019		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	53,280.00
Deposit	02/12/2019	1114	Judith Brown Estate	Estate of Judit...	FD Donati...		Fire Department...	10,000.00	63,280.00
Deposit	02/28/2019		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	63,315.00
Deposit	03/06/2019	00009...	JEANNETTE RASKER	Monthly - Febr...	FD Donati...		Fire Department...	35.00	63,350.00
Deposit	03/06/2019	2289	Mary Sue McNeill	Thank you don...	FD Donati...		Fire Department...	100.00	63,450.00
Deposit	03/06/2019	2485	Don and Petra Crusen	Thank you don...	FD Donati...		Fire Department...	100.00	63,550.00
Deposit	03/31/2019		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	63,585.00
Deposit	04/30/2019		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	63,620.00
Total Individual								63,620.00	63,620.00
<b>82-7705 · Donations - Other</b>									
Deposit	11/03/2018		Steven Mizroch	Deposit	FD Donati...		Fire Department...	5.00	5.00
Deposit	12/05/2018	316	Lynda Reed	Deposit	FD Donati...		Fire Department...	500.00	505.00
Deposit	12/05/2018	4199	John & Kathryn Hughes	Deposit	FD Donati...		Fire Department...	1,000.00	1,505.00
Deposit	12/05/2018	4801	The Conservation Fund	Deposit	FD Donati...		Fire Department...	500.00	2,005.00
Deposit	12/17/2018	289	Leslie White & Barton...	Deposit	FD Donati...		Fire Department...	150.00	2,155.00
Deposit	12/17/2018	6275	Leona Walden	Deposit	FD Donati...		Fire Department...	250.00	2,405.00
Deposit	12/17/2018	13178...	Howard & Sharon Lau	Deposit	FD Donati...		Fire Department...	150.00	2,555.00
Deposit	12/17/2018	1524	Steven & Deborah W...	Deposit	FD Donati...		Fire Department...	1,000.00	3,555.00
Deposit	12/17/2018		Albion-Little River Fir...	Cash from Jar ...			Fire Department...	97.91	3,652.91
Deposit	12/22/2018	546	Steven & Deborah Fa...	Deposit	FD Donati...		Fire Department...	1,500.00	5,152.91
Deposit	12/22/2018	01030...	Paul & Elaine West	Deposit	FD Donati...		Fire Department...	50.00	5,202.91
Deposit	01/17/2019	11171	The Community Foun...	Pass through ...	FD Donati...		Fire Department...	2,000.00	7,202.91
Total 82-7705 · Donations - Other								7,202.91	7,202.91
Total 82-7705 · Donations								85,723.36	85,723.36
Total Income								201,498.03	201,498.03
Gross Profit								201,498.03	201,498.03
<b>Expense</b>									
<b>BBQ</b>									
<b>BBQ- KID AREA</b>									
Check	07/11/2018	1052	Jumpers		FD Donati...		Fire Department...	450.00	450.00
Total BBQ- KID AREA								450.00	450.00
<b>PRINTING</b>									
Check	07/12/2018	1053	Braggadood Signs & ...	balance of sign...	FD Donati...		Fire Department...	1,295.75	1,295.75
Total PRINTING								1,295.75	1,295.75
<b>SUPPLIES</b>									
Check	07/10/2018	1050	Rossi's Building Mate...		FD Donati...		Fire Department...	43.53	43.53
Check	07/10/2018	1051	Village Hardware		FD Donati...		Fire Department...	7.27	50.80
Total SUPPLIES								50.80	50.80
<b>BBQ - Other</b>									
Check	08/07/2018	2044	Umpqua Bank	water heater	FD Donati...		Fire Department...	238.44	238.44
Check	08/07/2018	2044	Umpqua Bank	propane	FD Donati...		Fire Department...	35.21	273.65
Check	08/07/2018	2044	Umpqua Bank	propane	FD Donati...		Fire Department...	43.14	316.79
Total BBQ - Other								316.79	316.79
Total BBQ								2,113.34	2,113.34
<b>voided checks</b>									
Check	11/21/2018	10405	Void				District Checking		0.00
Check	01/10/2019	1060	Void				Fire Department...	0.00	0.00
Total voided checks								0.00	0.00
<b>66000 · Payroll Expenses</b>									

**Albion Little River Fire Protection District**  
**Revenue & Expense Detail**  
 July 2018 through April 2019

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Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>taxes</b>									
Check	01/15/2019	ACH	EMPLOYMENT DEV...	taxes	District		District Checking	30.63	30.63
Check	02/01/2019	ACH	IRS/USA Taxpayment				District Checking	133.88	164.51
Check	02/14/2019	2016	Wendy Meyer	Social Security...	FD Donati...		Fire Department...	-33.79	130.72
Check	02/14/2019	2016	Wendy Meyer	Medicare Empl...	FD Donati...		Fire Department...	-7.90	122.82
Check	02/14/2019	2015	Wendy Meyer	Social Security...	FD Donati...		Fire Department...	-36.89	85.93
Check	02/14/2019	2015	Wendy Meyer	Medicare Empl...	FD Donati...		Fire Department...	-8.63	77.30
Check	02/15/2019	ACH	IRS/USA Taxpayment				District Checking	91.04	168.34
Check	03/09/2019	2030	Wendy Meyer	Social Security...	FD Donati...		Fire Department...	-40.61	127.73
Check	03/09/2019	2030	Wendy Meyer	Medicare Empl...	FD Donati...		Fire Department...	-9.50	118.23
Check	03/09/2019	1002	Kenyon Begley	Social Security...	Fee Servi...		Fee Service Fund	-82.75	35.48
Check	03/09/2019	1002	Kenyon Begley	Medicare Empl...	Fee Servi...		Fee Service Fund	-19.35	16.13
Check	03/09/2019	1001	Andrea Pennebaker	Social Security...	Fee Servi...		Fee Service Fund	-82.75	-66.62
Check	03/09/2019	1001	Andrea Pennebaker	Medicare Empl...	Fee Servi...		Fee Service Fund	-19.35	-85.97
Check	03/15/2019	ACH	IRS/USA Taxpayment				District Checking	83.38	-2.59
Check	03/18/2019	1004	Kenyon Begley	Social Security...	Fee Servi...		Fee Service Fund	-82.76	-85.35
Check	03/18/2019	1004	Kenyon Begley	Medicare Empl...	Fee Servi...		Fee Service Fund	-19.36	-104.71
Check	03/18/2019	1006	Michael Rees	Social Security...	Fee Servi...		Fee Service Fund	-82.76	-187.47
Check	03/18/2019	1006	Michael Rees	Medicare Empl...	Fee Servi...		Fee Service Fund	-19.36	-206.83
Check	03/18/2019	1005	Andrea Pennebaker	Social Security...	Fee Servi...		Fee Service Fund	-82.76	-289.59
Check	03/18/2019	1005	Andrea Pennebaker	Medicare Empl...	Fee Servi...		Fee Service Fund	-19.36	-308.95
Check	04/03/2019	2044	Wendy Meyer	Social Security...	FD Donati...		Fire Department...	-52.39	-361.34
Check	04/03/2019	2044	Wendy Meyer	Medicare Empl...	FD Donati...		Fire Department...	-12.25	-373.59
Check	04/03/2019	1010	Andrea Pennebaker	Social Security...	Fee Servi...		Fee Service Fund	-282.90	-656.49
Check	04/03/2019	1010	Andrea Pennebaker	Medicare Empl...	Fee Servi...		Fee Service Fund	-66.17	-722.66
Check	04/03/2019	1009	Andrea Pennebaker	Federal Withh...	Fee Servi...		Fee Service Fund	-160.00	-882.66
Check	04/03/2019	1009	Andrea Pennebaker	Social Security...	Fee Servi...		Fee Service Fund	-1,116.19	-1,998.85
Check	04/03/2019	1009	Andrea Pennebaker	Medicare Empl...	Fee Servi...		Fee Service Fund	-261.04	-2,259.89
Check	04/03/2019	1009	Andrea Pennebaker	CA Withholding	Fee Servi...		Fee Service Fund	-205.26	-2,465.15
Check	04/03/2019	2045	Albion-Little River Fir...	Transfer to Dis...	FD Donati...		Fire Department...	5,300.00	2,834.85
Check	04/25/2019	ACH	EMPLOYMENT DEV...	taxes	District		District Checking	205.26	3,040.11
Check	04/25/2019	ACH	EMPLOYMENT DEV...	taxes	District		District Checking	296.40	3,336.51
Check	04/25/2019	ACH	IRS/USA Taxpayment				District Checking	1,121.34	4,457.85
Check	04/25/2019	ACH	IRS/USA Taxpayment				District Checking	3,741.88	8,199.73
Total taxes								8,199.73	8,199.73
<b>wages</b>									
Check	11/20/2018	10398	Wendy Meyer	Wendy Meyer ...	District		District Checking	281.67	281.67
Check	12/22/2018	10424	Wendy Meyer	Wendy Meyer ...	District		District Checking	526.39	808.06
Check	02/14/2019	2015	Wendy Meyer	December 2018	FD Donati...		Fire Department...	595.00	1,403.06
Check	02/14/2019	2016	Wendy Meyer	January 2019	FD Donati...		Fire Department...	545.00	1,948.06
Check	03/09/2019	1001	Andrea Pennebaker	OES October ...	Fee Servi...		Fee Service Fund	1,334.72	3,282.78
Check	03/09/2019	1002	Kenyon Begley	OES October ...	Fee Servi...		Fee Service Fund	1,334.72	4,617.50
Check	03/09/2019	2030	Wendy Meyer	February 2019	FD Donati...		Fire Department...	655.00	5,272.50
Check	03/18/2019	1004	Kenyon Begley	Incident 201828	Fee Servi...		Fee Service Fund	1,334.72	6,607.22
Check	03/18/2019	1005	Andrea Pennebaker	Incident 201828	Fee Servi...		Fee Service Fund	1,334.72	7,941.94
Check	03/18/2019	1006	Michael Rees	Incident 201828	Fee Servi...		Fee Service Fund	1,334.72	9,276.66
Check	04/03/2019	1009	Andrea Pennebaker	Incident CA-M...	Fee Servi...		Fee Service Fund	18,003.20	27,279.86
Check	04/03/2019	2044	Wendy Meyer	March 2019	FD Donati...		Fire Department...	845.00	28,124.86
Check	04/03/2019	1010	Andrea Pennebaker	Incident CA-M...	Fee Servi...		Fee Service Fund	4,562.88	32,687.74
Total wages								32,687.74	32,687.74
Total 66000 · Payroll Expenses								40,887.47	40,887.47
<b>86-1035 · WORKERS COMPENSATION IN</b>									
Check	07/10/2018	10336	Golden State Risk Ma...	7/1/18-7/1/19 ...	District		District Checking	7,394.00	7,394.00
Total 86-1035 · WORKERS COMPENSATION IN								7,394.00	7,394.00
<b>86-2050 · CLOTHING &amp; PERSONAL ITE</b>									
Check	12/22/2018	10428	Leslie Hrbacek	SCBA Fit Test ...	District		District Checking	28.00	28.00
Check	03/15/2019	2038	L.N Curtis & Sons,10...	Invoice 263599	FD Donati...		Fire Department...	5,864.00	5,892.00
Total 86-2050 · CLOTHING & PERSONAL ITE								5,892.00	5,892.00
<b>86-2060 · COMMUNICATIONS</b>									
<b>INTERNET SERVICE</b>									
<b>Comcast</b>									
Check	07/18/2018	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	89.32
Check	08/20/2018	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	178.64
Check	09/18/2018	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	267.96
Check	10/18/2018	ACH	Comcast/Xfinity	8155300/5700...	District		District Checking	89.32	357.28
Check	11/08/2018	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	446.60
Check	12/15/2018	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	535.92
Check	01/18/2019	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	625.24
Check	02/19/2019	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	714.56
Check	03/18/2019	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	803.88
Check	04/18/2019	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	893.20
Total Comcast								893.20	893.20
<b>INTERNET SERVICE - Other</b>									
Check	07/31/2018	ACH	Verizon Wireless		District		District Checking	35.84	35.84
Check	08/29/2018	ACH	Verizon Wireless		District		District Checking	35.91	71.75
Check	10/01/2018	ACH	Verizon Wireless		District		District Checking	35.71	107.46
Check	11/01/2018	ACH	Verizon Wireless		District		District Checking	35.64	143.10
Check	11/29/2018	ACH	Verizon Wireless		District		District Checking	35.85	178.95
Check	12/30/2018	ACH	Verizon Wireless	December 201...	District		District Checking	36.87	215.82
Check	01/30/2019	ACH	Verizon Wireless	January 2019 ...	District		District Checking	36.66	252.48
Check	03/01/2019	ACH	Verizon Wireless	March 2019 Pa...	District		District Checking	36.32	288.80

## Albion Little River Fire Protection District

## Revenue &amp; Expense Detail

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Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	03/29/2019	ACH	Verizon Wireless	April 2019 Pay...	District		District Checking	37.07	325.87
Total INTERNET SERVICE - Other								325.87	325.87
Total INTERNET SERVICE								1,219.07	1,219.07
<b>web design</b>									
Check	07/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	75.00
Check	08/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	150.00
Check	09/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	225.00
Check	10/25/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	300.00
Check	11/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	375.00
Check	12/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	450.00
Check	01/24/2019	ACH	Digital Deployment	Member 75	District		District Checking	75.00	525.00
Check	02/25/2019	ACH	Digital Deployment	Member 75	District		District Checking	75.00	600.00
Check	03/25/2019	ACH	Digital Deployment	Member 75	District		District Checking	75.00	675.00
Check	04/24/2019	ACH	Digital Deployment	Member 75	District		District Checking	75.00	750.00
Total web design								750.00	750.00
<b>WEBHOSTING</b>									
Credit Card Charge	07/06/2018		Register.com		District		Umpqua Bank	144.00	144.00
Total WEBHOSTING								144.00	144.00
<b>86-2060 · COMMUNICATIONS - Other</b>									
Credit Card Charge	07/02/2018		SLACK		District		Umpqua Bank	109.83	109.83
Credit Card Charge	08/02/2018		SLACK		District		Umpqua Bank	125.65	235.48
Credit Card Charge	09/02/2018		SLACK		District		Umpqua Bank	117.15	352.63
Credit Card Charge	10/02/2018		SLACK		District		Umpqua Bank	152.74	505.37
Deposit	10/31/2018		ECG Enhanced Com...	Replaced EFT ...	District		District Checking	-15.53	489.84
Credit Card Charge	11/02/2018		SLACK		District		Umpqua Bank	152.74	642.58
Check	11/20/2018	10399	Bank of The West	Dropbox Paym...	District		District Checking	99.00	741.58
Check	11/21/2018	10406	Umpqua Bank	Slack Billing S...	District		District Checking	111.46	853.04
Credit Card Charge	12/02/2018		SLACK		District		Umpqua Bank	152.74	1,005.78
Credit Card Charge	01/02/2019		SLACK		District		Umpqua Bank	152.74	1,158.52
Credit Card Charge	02/02/2019		SLACK		District		Umpqua Bank	152.74	1,311.26
Credit Card Charge	03/02/2019		SLACK		District		Umpqua Bank	152.74	1,464.00
Credit Card Charge	04/02/2019		SLACK		District		Umpqua Bank	152.74	1,616.74
Total 86-2060 · COMMUNICATIONS - Other								1,616.74	1,616.74
Total 86-2060 · COMMUNICATIONS								3,729.81	3,729.81
<b>86-2080 · FOOD</b>									
Check	10/10/2018	10384	Michael Rees	Incident Food	District		District Checking	113.48	113.48
Check	11/21/2018	10406	Umpqua Bank	Jensen's Rest...	District		District Checking	30.57	144.05
Check	11/21/2018	10406	Umpqua Bank	Main Street Ba...	District		District Checking	36.21	180.26
Check	11/21/2018	10406	Umpqua Bank	Jack In The Bo...	District		District Checking	17.68	197.94
Check	11/21/2018	10406	Umpqua Bank	Manzanita Res...	District		District Checking	77.38	275.32
Check	11/21/2018	10406	Umpqua Bank	Main Street Ba...	District		District Checking	43.41	318.73
Check	11/21/2018	10406	Umpqua Bank	Jack in the Box...	District		District Checking	9.17	327.90
Total 86-2080 · FOOD								327.90	327.90
<b>86-2101 · INSURANCE GENERAL</b>									
Check	07/10/2018	10336	Golden State Risk Ma...	7/11/18-7/1/19 ...	District		District Checking	11,703.00	11,703.00
Total 86-2101 · INSURANCE GENERAL								11,703.00	11,703.00
<b>86-2120 · MAINTENANCE EQUIPMENT</b>									
<b>Site Maintenance</b>									
Check	08/07/2018	10352	Village Hardware	Acct #113	District		District Checking	0.49	0.49
Check	09/05/2018	10373	Alan Taeger	replacement p...	District		District Checking	36.66	37.15
Check	10/01/2018	10378	Village Hardware	Acct #113	District		District Checking	9.70	46.85
Check	11/14/2018	10397	Village Hardware	Acct #113 Ref...	District		District Checking	43.66	90.51
Check	02/14/2019	2018	Sequoia Vista Enterpr...	Inv. 895	FD Donati...		Fire Department...	1,500.00	1,590.51
Total Site Maintenance								1,590.51	1,590.51
<b>Medical Equipment</b>									
Credit Card Charge	07/09/2018	1711425	AMAZON MKTPLAC...	battery AED	District		Umpqua Bank	185.00	185.00
Credit Card Charge	09/05/2018		AMAZON MKTPLAC...	3681837	District		Umpqua Bank	316.00	501.00
Total Medical Equipment								501.00	501.00
<b>Radio Maintenance</b>									
Credit Card Charge	08/09/2018		AMAZON MKTPLAC...	antenna	District		Umpqua Bank	26.99	26.99
Total Radio Maintenance								26.99	26.99
<b>Vehicle Maintenance</b>									
<b>8130</b>									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29904	District		District Checking	583.43	583.43
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29996	District		District Checking	530.21	1,113.64
Check	02/17/2019	2024	Fort Bragg Diesel Inc	Inv. 30428	FD Donati...		Fire Department...	157.50	1,271.14
Check	04/19/2019	2048	Fort Bragg Diesel Inc	Invoice 30527	FD Donati...		Fire Department...	1,438.87	2,710.01
Check	04/19/2019	2047	Fort Bragg Diesel Inc	VOID	FD Donati...		Fire Department...	0.00	2,710.01
Total 8130								2,710.01	2,710.01
<b>8131</b>									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29917	District		District Checking	658.98	658.98

## Albion Little River Fire Protection District

## Revenue &amp; Expense Detail

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Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Total 8131								658.98	658.98
<b>8132</b>									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29906	District		District Checking	524.04	524.04
Check	04/28/2019	10459	Fort Bragg Diesel Inc	Invoice 30812	District		District Checking	375.00	899.04
Total 8132								899.04	899.04
<b>8162</b>									
Check	10/10/2018	10384	Michael Rees	Cleaning Supp...	District		District Checking	9.30	9.30
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29915	District		District Checking	856.09	865.39
Total 8162								865.39	865.39
<b>8163</b>									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29895	District		District Checking	930.49	930.49
Total 8163								930.49	930.49
<b>8170</b>									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29909	District		District Checking	904.01	904.01
Total 8170								904.01	904.01
<b>8171</b>									
Check	02/16/2019	2023	Fort Bragg Diesel Inc	Inv. 30271	FD Donati...		Fire Department...	426.47	426.47
Total 8171								426.47	426.47
<b>8180</b>									
Check	10/01/2018	10379	Fort Bragg Diesel Inc	Invoice #29209	District		District Checking	6,436.62	6,436.62
Check	11/28/2018	10409	Fort Bragg Diesel Inc	Invoice #29687	District		District Checking	1,782.76	8,219.38
Check	02/16/2019	2023	Fort Bragg Diesel Inc	Inv. 30133	FD Donati...		Fire Department...	940.57	9,159.95
Total 8180								9,159.95	9,159.95
<b>8181</b>									
Check	10/01/2018	10379	Fort Bragg Diesel Inc	Invoice #29390	District		District Checking	2,333.35	2,333.35
Check	11/03/2018	10392	Golden State Emerge...	Invoice No's: C...	District		District Checking	2,477.43	4,810.78
Check	11/28/2018	10409	Fort Bragg Diesel Inc	Invoice #29806	District		District Checking	517.50	5,328.28
Check	02/16/2019	2023	Fort Bragg Diesel Inc	Inv. 30181	FD Donati...		Fire Department...	1,217.07	6,545.35
Total 8181								6,545.35	6,545.35
<b>8190</b>									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 30091	District		District Checking	1,012.05	1,012.05
Check	02/16/2019	2023	Fort Bragg Diesel Inc	Inv. 30175	FD Donati...		Fire Department...	440.22	1,452.27
Check	02/16/2019	2023	Fort Bragg Diesel Inc	Inv. 30220	FD Donati...		Fire Department...	196.89	1,649.16
Check	03/11/2019	2031	Dan Gates	Install stainless...	FD Donati...		Fire Department...	3,000.00	4,649.16
Check	04/28/2019	10459	Fort Bragg Diesel Inc	Invoice 30876	District		District Checking	250.00	4,899.16
Total 8190								4,899.16	4,899.16
<b>8191</b>									
Check	02/16/2019	2023	Fort Bragg Diesel Inc	Inv. 30191	FD Donati...		Fire Department...	850.22	850.22
Total 8191								850.22	850.22
<b>8199 Jet Ski</b>									
Check	08/07/2018	10352	Village Hardware	Acct #113	District		District Checking	2.42	2.42
Total 8199 Jet Ski								2.42	2.42
<b>Vehicle Maintenance - Other</b>									
Check	08/07/2018	10352	Village Hardware	Acct #113	District		District Checking	41.72	41.72
Check	08/07/2018	10358	Rossi's Building Mate...	7/02	District		District Checking	76.21	117.93
Check	02/17/2019	2024	Fort Bragg Diesel Inc	Inv. 30478	FD Donati...		Fire Department...	68.50	186.43
Check	04/19/2019	2048	Fort Bragg Diesel Inc	Invoice 30555	FD Donati...		Fire Department...	900.00	1,086.43
Total Vehicle Maintenance - Other								1,086.43	1,086.43
Total Vehicle Maintenance								29,937.92	29,937.92
<b>86-2120 - MAINTENANCE EQUIPMENT - Other</b>									
Check	09/05/2018	10369	Pace Supply	08/28	District		District Checking	492.38	492.38
Check	09/05/2018	10369	Pace Supply	08/30	District		District Checking	250.47	742.85
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	310.00	1,052.85
Check	12/10/2018	10411	PRECISION HYDRO	Cylinder Testing	District		District Checking	975.00	2,027.85
Check	01/10/2019	1055	Francis Enos Fire Pu...	Inv. 346			Fire Department...	2,634.00	4,661.85
Check	01/10/2019	2006	RHOADS AUTO PAR...	Acct. 1130 - In...			Fire Department...	42.82	4,704.67
Check	02/16/2019	2019	Village Hardware		FD Donati...		Fire Department...	21.35	4,726.02
Check	03/15/2019	2037	Village Hardware	Account #113 f...	FD Donati...		Fire Department...	9.70	4,735.72
Total 86-2120 - MAINTENANCE EQUIPMENT - Other								4,735.72	4,735.72
Total 86-2120 - MAINTENANCE EQUIPMENT								36,792.14	36,792.14
<b>86-2130 - MAINTENANCE STRUCTURES</b>									
<b>Mowing</b>									
Credit Card Charge	07/03/2018		Red Rhino Express	mower fuel	District		Umpqua Bank	8.28	8.28
Total Mowing								8.28	8.28
<b>Station 810</b>									
Credit Card Charge	08/12/2018		Alphabet Signs				Umpqua Bank	251.00	251.00

**Albion Little River Fire Protection District**  
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Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Total Station 810								251.00	251.00
<b>Station 811</b>									
Check	12/22/2018	10419	Greg Andree Painting	Painting over v...	District		District Checking	300.00	300.00
Total Station 811								300.00	300.00
<b>Station 812</b>									
<b>Gravel</b>									
Credit Card Charge	07/16/2018		Geo Aggregates		District		Umpqua Bank	523.70	523.70
Credit Card Charge	08/14/2018		Geo Aggregates		District		Umpqua Bank	2,128.52	2,652.22
Total Gravel								2,652.22	2,652.22
<b>Station 812 - Other</b>									
Check	08/07/2018	10357	Mendocino Coast Wa...	7-25-18 07/31 i...	District		District Checking	280.63	280.63
Check	10/10/2018	10385	Mendocino Coast Wa...	9-22-18	District		District Checking	429.74	710.37
Check	11/14/2018	10396	David Lindstrom	Bobcat work - ...	District		District Checking	1,687.50	2,397.87
Total Station 812 - Other								2,397.87	2,397.87
Total Station 812								5,050.09	5,050.09
<b>86-2130 · MAINTENANCE STRUCTURES - Other</b>									
Check	11/14/2018	10394	Wendy Meyer	Station 810 Cl...	District		District Checking	27.88	27.88
Check	11/14/2018	10395	Kibesillah Rock Comp...	Inv. 23413/14 ...	District		District Checking	1,437.84	1,465.72
Check	11/21/2018	10406	Umpqua Bank	Mendocino Ha...	District		District Checking	32.31	1,498.03
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	344.01	1,842.04
Check	12/10/2018	10413	Mobile Plastic Welding	Ticket No. 752...	District		District Checking	260.00	2,102.04
Check	12/10/2018	10414	Premier Pump and Su...	Invoice 02495...	District		District Checking	8.63	2,110.67
Check	12/10/2018	10416	Emergency Medical P...	Invoice 20326...	District		District Checking	668.81	2,779.48
Check	04/19/2019	2054	Village Hardware	Account #113 f...	FD Donati...		Fire Department...	17.43	2,796.91
Total 86-2130 · MAINTENANCE STRUCTURES - Other								2,796.91	2,796.91
Total 86-2130 · MAINTENANCE STRUCTURES								8,406.28	8,406.28
<b>86-2140 · MEDICAL, LAB SUPPLIES</b>									
<b>Gasses</b>									
<b>Eureka Oxygen</b>									
Check	07/23/2018	10348	Eureka Oxygen Co	invoice DM007...	District		District Checking	120.20	120.20
Check	08/07/2018	10351	Eureka Oxygen Co	DM00706049 ...	District		District Checking	124.04	244.24
Check	09/30/2018	10375	Eureka Oxygen Co	VOID:	District	X	District Checking	0.00	244.24
Check	10/01/2018	10376	Eureka Oxygen Co	invoice DM007...	District		District Checking	124.04	368.28
Check	10/10/2018	10388	Eureka Oxygen Co		District		District Checking	120.20	488.48
Check	11/20/2018	10404	Eureka Oxygen Co	Customer No: ...	District		District Checking	124.04	612.52
Check	12/10/2018	10410	Eureka Oxygen Co	Invoice No. D...	District		District Checking	120.20	732.72
Check	01/11/2019	10455	Eureka Oxygen Co	Customer No. ...	District		District Checking	124.04	856.76
Check	02/17/2019	2027	Eureka Oxygen Co	Inv. DM007113...	FD Donati...		Fire Department...	129.00	985.76
Check	03/14/2019	2035	Eureka Oxygen Co	Customer # 10...	FD Donati...		Fire Department...	117.00	1,102.76
Check	04/19/2019	2050	Eureka Oxygen Co	Invoice DM007...	FD Donati...		Fire Department...	129.00	1,231.76
Total Eureka Oxygen								1,231.76	1,231.76
Total Gasses								1,231.76	1,231.76
<b>Lab Supplies</b>									
Check	12/10/2018	10412	Emergency Medical P...	Invoice 2031418	District		District Checking	932.66	932.66
Total Lab Supplies								932.66	932.66
Total 86-2140 · MEDICAL, LAB SUPPLIES								2,164.42	2,164.42
<b>86-2150 · MEMBERSHIPS</b>									
Check	11/14/2018	10393	California Special Dis...	Dues 2019	District		District Checking	1,143.00	1,143.00
Total 86-2150 · MEMBERSHIPS								1,143.00	1,143.00
<b>86-2170 · DISTRICT OFFICE SUPPLIE</b>									
<b>Classified Ad</b>									
Credit Card Charge	08/06/2018		Fort Bragg Advocate-...	0006201408-01			Umpqua Bank	107.55	107.55
Credit Card Charge	08/06/2018		Fort Bragg Advocate-...	0006201408-02			Umpqua Bank	5.00	112.55
Total Classified Ad								112.55	112.55
<b>late fee</b>									
Credit Card Charge	07/31/2018						Umpqua Bank	1.83	1.83
Check	09/30/2018	10375	Eureka Oxygen Co	VOID:	District	X	District Checking	0.00	1.83
Check	10/10/2018	10388	Eureka Oxygen Co		District		District Checking	1.86	3.69
Total late fee								3.69	3.69
<b>Paper, Ink, Materials</b>									
Check	08/13/2018	10364	Office Depot	Invoice 17780...	District		District Checking	163.29	163.29
Total Paper, Ink, Materials								163.29	163.29
<b>Postage</b>									
Check	08/07/2018	10356	USPS	PO Box fee	District		District Checking	54.00	54.00
Credit Card Charge	08/13/2018		USPS				Umpqua Bank	50.00	104.00
Check	01/11/2019	10457	USPS	Roll of 100 US ...	District		District Checking	50.00	154.00
Total Postage								154.00	154.00
<b>Printing &amp; Copying Services</b>									



## Albion Little River Fire Protection District

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Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	08/07/2018	10354	The Color Mill	810 survey co...	District		District Checking	11.98	11.98
Check	09/05/2018	10368	The Color Mill	810 survey co...	District		District Checking	1.80	13.78
Total Printing & Copying Services								13.78	13.78
<b>Software</b>									
Credit Card Charge	08/14/2018		Adobe	Adobe Acrobat...			Umpqua Bank	179.88	179.88
Credit Card Charge	08/25/2018		AMAZON MKTPLAC...	antenna	District		Umpqua Bank	62.99	242.87
Total Software								242.87	242.87
<b>86-2170 · DISTRICT OFFICE SUPPLIE - Other</b>									
Check	11/21/2018	10406	Umpqua Bank	Docu-Sign Sub...	District		District Checking	240.00	240.00
Check	03/14/2019	2034	Office Depot	Inv. 27977328...	FD Donati...		Fire Department...	162.06	402.06
Check	03/15/2019	2037	Village Hardware	Account #113 f...	FD Donati...		Fire Department...	2.42	404.48
Check	04/19/2019	2056	Office Depot	Order No. 272...	FD Donati...		Fire Department...	60.47	464.95
Total 86-2170 · DISTRICT OFFICE SUPPLIE - Other								464.95	464.95
Total 86-2170 · DISTRICT OFFICE SUPPLIE								1,155.13	1,155.13
<b>86-2181 · AUDITING &amp; FISCAL SERVI</b>									
<b>Bank charge</b>									
Check	11/08/2018	ACH			District		District Checking	60.00	60.00
Check	12/31/2018	ACH	Savings Bank Of Men...	Possibly for ch...			Fee Service Fund	33.52	93.52
Total Bank charge								93.52	93.52
<b>Bookkeeping Services</b>									
Check	07/10/2018	10345	Rachel Miller Bookke...	1368	District		District Checking	150.00	150.00
Check	08/07/2018	10359	Rachel Miller Bookke...	1396	District		District Checking	230.00	380.00
Check	09/05/2018	10371	Rachel Miller Bookke...	1429	District		District Checking	120.00	500.00
Check	10/10/2018	10387	Rachel Miller Bookke...	1462	District		District Checking	70.00	570.00
Check	11/20/2018	10402	Rachel Miller Bookke...	Inv. 1492	District		District Checking	150.00	720.00
Total Bookkeeping Services								720.00	720.00
<b>86-2181 · AUDITING &amp; FISCAL SERVI - Other</b>									
Check	01/10/2019	1056	Rachel Miller Bookke...	Inv. 1522			Fire Department...	110.00	110.00
Check	02/16/2019	2022	Rachel Miller Bookke...	Inv. 1550	FD Donati...		Fire Department...	137.50	247.50
Check	03/26/2019	2043	Rachel Miller Bookke...	Invoice 1576 a...	FD Donati...		Fire Department...	268.00	515.50
Total 86-2181 · AUDITING & FISCAL SERVI - Other								515.50	515.50
Total 86-2181 · AUDITING & FISCAL SERVI								1,329.02	1,329.02
<b>86-2185 · MED AND DENTAL</b>									
<b>Firefighter Immunization</b>									
Check	04/30/2019	10461	Shaun Lindeblad	Immunization f...	District		District Checking	245.98	245.98
Total Firefighter Immunization								245.98	245.98
<b>86-2185 · MED AND DENTAL - Other</b>									
Check	07/10/2018	10340	Mendocino Coast Cli...	Andrea Penne...	District		District Checking	228.00	228.00
Check	11/20/2018	10403	Sanford Brown, MD	Ref. Jamie C. ...	District		District Checking	125.00	353.00
Check	01/10/2019	1058	Ted Williams	Reimbursemen...			Fire Department...	90.00	443.00
Total 86-2185 · MED AND DENTAL - Other								443.00	443.00
Total 86-2185 · MED AND DENTAL								688.98	688.98
<b>86-2187 · EDUCATION &amp; TRAINING</b>									
<b>Food</b>									
Credit Card Charge	07/21/2018		ALBION GROCERY		District		Umpqua Bank	65.87	65.87
Credit Card Charge	07/22/2018		Albion River Campgro...		District		Umpqua Bank	66.88	132.75
Credit Card Charge	08/02/2018		Frankie's		District		Umpqua Bank	182.86	315.61
Check	04/19/2019	2051	Laurie Starr	March 2019 O...	FD Donati...		Fire Department...	29.64	345.25
Total Food								345.25	345.25
<b>APPARATUS TRAINING</b>									
Check	01/22/2019	2013	UKIAH VALLEY FIRE	1A Driving Cou...	FD Donati...		Fire Department...	180.00	180.00
Check	01/22/2019	2014	UKIAH VALLEY FIRE	1A Driving Cou...	FD Donati...		Fire Department...	180.00	360.00
Check	04/13/2019	2046	UKIAH VALLEY FIRE	Driver/Operato...	FD Donati...		Fire Department...	500.00	860.00
Total APPARATUS TRAINING								860.00	860.00
<b>CPR</b>									
Check	12/22/2018	10421	Tyler Grinberg	Payment for in...	District		District Checking	300.00	300.00
Total CPR								300.00	300.00
<b>EMT</b>									
Check	04/30/2019	10460	Leslie Hrbacek	Reimbursemen...	District		District Checking	358.00	358.00
Total EMT								358.00	358.00
<b>86-2187 · EDUCATION &amp; TRAINING - Other</b>									
Check	08/07/2018	10355	Nathaniel Norling	06/07, 07/19	District		District Checking	300.00	300.00
Credit Card Charge	09/06/2018		Cypress Holdings Inc.	914267	District		Umpqua Bank	24.61	324.61
Check	10/01/2018	10380	MENDOCINO FIRE P...	ASHI CPR & A...	District		District Checking	9.00	333.61
Check	10/23/2018	10390	ZO OFFICE SUPPLY	Invoice No. 72...	District		District Checking	720.39	1,054.00
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	116.29	1,170.29
Check	11/21/2018	10406	Umpqua Bank	Mendocino Col...	District		District Checking	82.00	1,252.29
Check	11/21/2018	10406	Umpqua Bank	Twin Pine Hot...	District		District Checking	91.56	1,343.85



**Albion Little River Fire Protection District**  
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Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	11/21/2018	10407	MENDOCINO COLLE...	Craig C. Hatha...	District		District Checking	358.00	1,701.85
Check	11/28/2018	10408	Nathaniel Norling	eimbursement ...	District		District Checking	300.00	2,001.85
Check	12/22/2018	10420	MENDOCINO FIRE P...	ASHI BLS card...	District		District Checking	63.00	2,064.85
Check	01/03/2019	10425	MCTO	Kenyon Begley...	District		District Checking	640.00	2,704.85
Check	01/10/2019	1057	Nathaniel Norling	27-Nov-2018 T...			Fire Department...	300.00	3,004.85
Check	01/10/2019	1059	MENDOCINO FIRE P...	Inv. 122118- B...			Fire Department...	9.00	3,013.85
Check	01/10/2019	2005	Tyler Grinberg	Inv. 122118 - I...			Fire Department...	50.00	3,063.85
Check	04/22/2019	2059	State Fire Training	Rees- Firefight...	FD Donati...		Fire Department...	40.00	3,103.85
Total 86-2187 · EDUCATION & TRAINING - Other								3,103.85	3,103.85
Total 86-2187 · EDUCATION & TRAINING								4,967.10	4,967.10
<b>86-2189 · PROFESIONAL &amp; SPECIAL SERVICES</b>									
<b>District Counsel Services</b>									
Check	07/10/2018	10342	Terry N. Gross	MRC	District		District Checking	5,406.25	5,406.25
Check	08/07/2018	10353	ZO OFFICE SUPPLY	720874 6/21/18	District		District Checking	22.44	5,428.69
Check	08/13/2018	10362	Atkinson, Andelson, L...	invoice 546112	District		District Checking	375.00	5,803.69
Check	08/13/2018	10362	Atkinson, Andelson, L...	invoice 548086	District		District Checking	300.00	6,103.69
Check	10/01/2018	10377	Terry N. Gross	MRC invoice 60	District		District Checking	370.00	6,473.69
Check	10/01/2018	10377	Terry N. Gross	MRC invoice 61	District		District Checking	888.00	7,361.69
Check	10/01/2018	10383	Atkinson, Andelson, L...	invoice 552159	District		District Checking	300.00	7,661.69
Check	12/10/2018	10415	Terry N. Gross	MRC invoice 71	District		District Checking	908.82	8,570.51
Check	12/10/2018	10415	Terry N. Gross	Court Reporter...	District		District Checking	655.00	9,225.51
Check	01/11/2019	10456	Atkinson, Andelson, L...	Invoice 556503	District		District Checking	150.00	9,375.51
Total District Counsel Services								9,375.51	9,375.51
<b>86-2189 · PROFESIONAL &amp; SPECIAL SERVICES - Other</b>									
Deposit	12/06/2018			Deposit			District Checking	66,405.55	66,405.55
Check	12/12/2018	10417	HEATHER PAULSON...	Invoice ALR-05	GRANT - ...		District Checking	1,000.00	67,405.55
Check	12/12/2018	10418	HEATHER PAULSON...	Invoice ALR-06	GRANT - ...		District Checking	1,000.00	68,405.55
Check	01/11/2019	10456	Atkinson, Andelson, L...	Invoice 553988	District		District Checking	75.00	68,480.55
Check	01/11/2019	2009	Terry N. Gross	Inv. No. 72	FD Donati...		Fire Department...	1,039.75	69,520.30
Check	01/11/2019	2009	Terry N. Gross	Inv. No. 77	FD Donati...		Fire Department...	5,738.00	75,258.30
Check	02/16/2019	2020	MICHAEL ISSEL	1/2 Reimburse...	FD Donati...		Fire Department...	495.00	75,753.30
Check	02/17/2019	2028	Terry N. Gross	Inv. 88	FD Donati...		Fire Department...	1,480.00	77,233.30
Check	03/18/2019	2039	Terry N. Gross	Invoice 89	FD Donati...		Fire Department...	647.50	77,880.80
Check	03/18/2019	2040	Atkinson, Andelson, L...	Invoice 560841	FD Donati...		Fire Department...	450.84	78,331.64
Check	04/19/2019	2057	Terry N. Gross	Invoice 93	FD Donati...		Fire Department...	5,918.75	84,250.39
Check	04/22/2019	2060	Atkinson, Andelson, L...	Invoice 562320	FD Donati...		Fire Department...	675.99	84,926.38
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES - Other								84,926.38	84,926.38
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES								94,301.89	94,301.89
<b>86-2200 · RENT - LEASE EQUIPMENT</b>									
<b>8130 Lease Purchase</b>									
<b>Interest 8130</b>									
Check	07/10/2018	10337	Santa Cruz County B...	Account #9004...	District		District Checking	2,988.29	2,988.29
Check	10/01/2018	10381	Santa Cruz County B...	Account #9004...	District		District Checking	2,925.64	5,913.93
Check	01/10/2019	2008	Santa Cruz County B...	900484250	District		Fire Department...	2,856.50	8,770.43
Check	01/12/2019	2011	Santa Cruz County B...	900482080	District		Fire Department...	6,209.17	14,979.60
Check	03/25/2019	2041	Santa Cruz County B...	Account No. 9...	FD Donati...		Fire Department...	2,793.32	17,772.92
Check	04/19/2019	2058	Santa Cruz County B...	Account No. 9...	FD Donati...		Fire Department...	6,135.93	23,908.85
Total Interest 8130								23,908.85	23,908.85
<b>Principal 8130</b>									
Check	07/10/2018	10337	Santa Cruz County B...	Account #9004...	District		District Checking	4,567.72	4,567.72
Check	10/01/2018	10381	Santa Cruz County B...	Account #9004...	District		District Checking	4,621.00	9,188.72
Check	01/10/2019	2008	Santa Cruz County B...	900484250	District		Fire Department...	4,680.68	13,869.40
Check	01/12/2019	2011	Santa Cruz County B...	900482080	District		Fire Department...	6,290.83	20,160.23
Check	03/25/2019	2041	Santa Cruz County B...	Account No. 9...	FD Donati...		Fire Department...	4,743.86	24,904.09
Check	04/19/2019	2058	Santa Cruz County B...	Account No. 9...	FD Donati...		Fire Department...	6,364.07	31,268.16
Total Principal 8130								31,268.16	31,268.16
Total 8130 Lease Purchase								55,177.01	55,177.01
<b>8181 8191 Lease Purchase</b>									
<b>Interest 8181 8191</b>									
Check	07/10/2018	10338	Santa Cruz County B...	900482080	District		District Checking	6,363.59	6,363.59
Check	10/01/2018	10382	Santa Cruz County B...	Account #9004...	District		District Checking	6,289.87	12,653.46
Total Interest 8181 8191								12,653.46	12,653.46
<b>Principal 8181 8191</b>									
Check	07/10/2018	10338	Santa Cruz County B...	900482080	District		District Checking	6,136.41	6,136.41
Check	10/01/2018	10382	Santa Cruz County B...	Account #9004...	District		District Checking	6,210.13	12,346.54
Total Principal 8181 8191								12,346.54	12,346.54
Total 8181 8191 Lease Purchase								25,000.00	25,000.00
Total 86-2200 · RENT - LEASE EQUIPMENT								80,177.01	80,177.01
<b>86-2250 · TRANSPORTATION &amp; TRAVEL</b>									
<b>FLEET FUEL</b>									
<b>Bulk Fuel Delivery</b>									
Check	08/13/2018	10361	Redwood Coast Fuels	invoice 1946839	District		District Checking	-1,235.68	-1,235.68
Check	08/13/2018	10361	Redwood Coast Fuels	invoice 0948190	District		District Checking	1,628.90	393.22
Check	08/13/2018	10361	Redwood Coast Fuels	invoice 0947730	District		District Checking	988.85	1,382.07
Check	09/05/2018	10372	Redwood Coast Fuels	invoice 1101063	District		District Checking	455.96	1,838.03

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Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	11/20/2018	10400	Redwood Coast Fuels	Invoice 0102190	District		District Checking	693.99	2,532.02
Check	02/14/2019	2017	Redwood Coast Fuels	Invoice 1123760	FD Donati...		Fire Department...	326.15	2,858.17
Check	02/17/2019	2026	Redwood Coast Fuels	Invoice 112940	FD Donati...		Fire Department...	368.90	3,227.07
Check	03/14/2019	2032	Redwood Coast Fuels	Invoice 1136540	FD Donati...		Fire Department...	213.44	3,440.51
Check	04/28/2019	10458	Redwood Coast Fuels	Invoice 1121540	District		District Checking	546.46	3,986.97
Total Bulk Fuel Delivery								3,986.97	3,986.97
<b>FLEET FUEL - Other</b>									
Check	10/10/2018	10384	Michael Rees		District		District Checking	295.27	295.27
Total FLEET FUEL - Other								295.27	295.27
Total FLEET FUEL								4,282.24	4,282.24
<b>86-2250 · TRANSPORTATION &amp; TRAVEL - Other</b>									
Check	11/21/2018	10406	Umpqua Bank	Chevron 10/14...	District		District Checking	79.58	79.58
Check	11/21/2018	10406	Umpqua Bank	Chevron 10-15...	District		District Checking	47.28	126.86
Check	11/21/2018	10406	Umpqua Bank	SubSurface Pr...	District		District Checking	405.39	532.25
Check	01/10/2019	10429	Kenyon Begley	2018 mileage r...	District		District Checking	711.23	1,243.48
Check	01/10/2019	10430	Marshall Brown	2018 mileage r...	District		District Checking	693.24	1,936.72
Check	01/10/2019	10432	Ted Williams	2018 mileage r...	District		District Checking	1,106.90	3,043.62
Check	01/10/2019	10436	Laurie Starr	2018 mileage r...	District		District Checking	941.76	3,985.38
Check	01/10/2019	10437	Michael Rees	2018 Mileage ...	District		District Checking	891.08	4,876.46
Check	01/10/2019	10438	Jaime Placido	2018 Mileage ...	District		District Checking	619.67	5,496.13
Check	01/10/2019	10439	Andrea Pennebaker	2018 Mileage ...	District		District Checking	655.64	6,151.77
Check	01/10/2019	10440	Leslie Hrbacek	2018 Mileage ...	District		District Checking	483.96	6,635.73
Check	01/10/2019	10441	Shaun Lindeblad	2018 Mileage ...	District		District Checking	410.39	7,046.12
Check	01/10/2019	10442	ANDREW PIERCE	2018 Mileage ...	District		District Checking	364.61	7,410.73
Check	01/10/2019	10443	Debbie Wolfe	2018 Mileage ...	District		District Checking	390.77	7,801.50
Check	01/10/2019	10444	Steve Wolfe	2018 Mileage ...	District		District Checking	389.13	8,190.63
Check	01/10/2019	10445	KEVIN SPRING	2018 Mileage ...	District		District Checking	335.18	8,525.81
Check	01/10/2019	10446	STEVE CROWNING...	2018 Mileage ...	District		District Checking	289.40	8,815.21
Check	01/10/2019	10433	Citlali Calvillo	2018 Mileage ...	District		District Checking	173.31	8,988.52
Check	01/10/2019	10434	Maddy Godine	2018 Mileage ...	District		District Checking	189.66	9,178.18
Check	01/10/2019	10435	Robert Marcello	2018 Mileage ...	District		District Checking	158.60	9,336.78
Check	01/10/2019	10447	Roger Nell	2018 Mileage ...	District		District Checking	160.23	9,497.01
Check	01/10/2019	10448	Craig Hathaway	2018 Mileage ...	District		District Checking	119.36	9,616.37
Check	01/10/2019	10449	John Crowningshield	2018 Mileage ...	District		District Checking	68.67	9,685.04
Check	01/10/2019	10450	David Jones	2018 Mileage ...	District		District Checking	24.53	9,709.57
Check	01/10/2019	10451	Shiela Klopfer	2018 Mileage ...	District		District Checking	40.88	9,750.45
Check	01/10/2019	10452	Barbara Schneider	2018 Mileage ...	District		District Checking	50.69	9,801.14
Check	01/10/2019	10453	Linda Shear	2018 Mileage ...	District		District Checking	26.16	9,827.30
Check	01/10/2019	10454	Annette Townley	2018 Mileage ...	District		District Checking	26.16	9,853.46
Check	02/17/2019	2026	Redwood Coast Fuels	Invoice 112970	FD Donati...		Fire Department...	279.36	10,132.82
Total 86-2250 · TRANSPORTATION & TRAVEL - Other								10,132.82	10,132.82
Total 86-2250 · TRANSPORTATION & TRAVEL								14,415.06	14,415.06
<b>86-2260 · UTILITIES</b>									
<b>Albion Water District</b>									
Check	07/10/2018	10344	Albion Mutual Water ...	1819-108	District		District Checking	135.00	135.00
Check	10/10/2018	10386	Albion Mutual Water ...		District		District Checking	135.00	270.00
Check	02/16/2019	2021	Albion Mutual Water ...	Inv. 1819-302 ...	FD Donati...		Fire Department...	135.00	405.00
Check	04/19/2019	2052	Albion Mutual Water ...	Invoice 1819-4...	FD Donati...		Fire Department...	135.00	540.00
Total Albion Water District								540.00	540.00
<b>PG&amp;E</b>									
Check	07/16/2018	ACH	PG&E	0210095100-9	District		District Checking	180.30	180.30
Check	08/16/2018	ACH	PG&E	0210095100-9	District		District Checking	198.62	378.92
Check	09/16/2018	ACH	PG&E	0210095100-9	District		District Checking	145.33	524.25
Check	10/16/2018	ACH	PG&E	0210095100-9	District		District Checking	167.26	691.51
Check	11/16/2018	ACH	PG&E	0210095100-9	District		District Checking	173.41	864.92
Check	12/17/2018	ACH	PG&E	0210095100-9	District		District Checking	149.84	1,014.76
Check	01/17/2019	ACH	PG&E	0210095100-9	District		District Checking	154.05	1,168.81
Check	02/15/2019	ACH	PG&E	0210095100-9	District		District Checking	169.45	1,338.26
Check	03/19/2019	ACH	PG&E	0210095100-9	District		District Checking	157.74	1,496.00
Check	04/17/2019	ACH	PG&E	0210095100-9	District		District Checking	152.92	1,648.92
Total PG&E								1,648.92	1,648.92
<b>Suburban Propane</b>									
Check	07/10/2018	10346	Suburban Propane	1426-057145	District		District Checking	279.77	279.77
Check	03/14/2019	2033	Suburban Propane	One year tank ...	FD Donati...		Fire Department...	60.00	339.77
Total Suburban Propane								339.77	339.77
<b>Thompson Septic Service</b>									
Check	07/10/2018	10347	Thompson's PortaSe...	Invoice #6368	District		District Checking	227.88	227.88
Check	08/13/2018	10363	Thompson's PortaSe...	invoice 6567	District		District Checking	227.88	455.76
Check	09/05/2018	10370	Thompson's PortaSe...	invoice 6765	District		District Checking	227.88	683.64
Check	10/23/2018	10391	Thompson's PortaSe...	invoice 6942	District		District Checking	227.88	911.52
Check	11/20/2018	10401	Thompson's PortaSe...	invoice 7118	District		District Checking	227.88	1,139.40
Check	12/22/2018	10422	Thompson's PortaSe...	invoice 7275	District		District Checking	227.88	1,367.28
Check	04/19/2019	2053	Thompson's PortaSe...	Invoice 7856 - ...	FD Donati...		Fire Department...	227.88	1,595.16
Total Thompson Septic Service								1,595.16	1,595.16
<b>Waste Management</b>									
Check	07/08/2018	ACH	Waste Management	799-0001196...	District		District Checking	27.90	27.90
Check	08/08/2018	ACH	Waste Management	799-0001196...	District		District Checking	27.90	55.80

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Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	09/08/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	83.70
Check	10/09/2018	ACH	Waste Management		District		District Checking	27.90	111.60
Check	11/06/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	139.50
Check	12/08/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	167.40
Check	12/22/2018	10423	Waste Management	30 yd. open to...	District		District Checking	82.13	249.53
Check	01/12/2019	2012	Waste Management	799-0001196-...			Fire Department...	2,285.57	2,535.10
Check	01/22/2019	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	2,563.00
Check	02/08/2019	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	2,590.90
Check	03/06/2019	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	2,618.80
Check	04/08/2019	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	2,646.70
Total Waste Management								2,646.70	2,646.70
<b>86-2260 · UTILITIES - Other</b>									
Check	01/10/2019	2007	Thompson's PortaSe...	Invoice 7405	FD Donati...		Fire Department...	227.88	227.88
Check	02/17/2019	2025	Thompson's PortaSe...	Invoice 7556	FD Donati...		Fire Department...	227.88	455.76
Check	03/15/2019	2036	Thompson's PortaSe...	Invoice 7699 - ...	FD Donati...		Fire Department...	227.88	683.64
Total 86-2260 · UTILITIES - Other								683.64	683.64
Total 86-2260 · UTILITIES								7,454.19	7,454.19
<b>86-3113 · PAYMENTS TO GOVT AGENCIES</b>									
<b>LAFCO-DUES</b>									
Check	07/10/2018	10339	LAFCO	Invoice #928	District		District Checking	527.49	527.49
Total LAFCO-DUES								527.49	527.49
<b>86-3113 · PAYMENTS TO GOVT AGENCIES - Other</b>									
Credit Card Charge	07/23/2018		Coastal Valleys EMS ...	agency fees	District		Umpqua Bank	117.00	117.00
Check	03/18/2019	1003	MENDOCINO FIRE P...	Incident 20183...			Fee Service Fund	1,334.51	1,451.51
Check	03/18/2019	1007	MENDOCINO FIRE P...	Incident 20182...			Fee Service Fund	1,334.51	2,786.02
Check	03/25/2019	2042	MENDOCINO COUN...	Proportionate ...	FD Donati...		Fire Department...	1,477.27	4,263.29
Check	04/03/2019	1008	MENDOCINO FIRE P...	Incident 20182...	Fee Servi...		Fee Service Fund	262.92	4,526.21
Total 86-3113 · PAYMENTS TO GOVT AGENCIES - Other								4,526.21	4,526.21
Total 86-3113 · PAYMENTS TO GOVT AGENCIES								5,053.70	5,053.70
<b>86-4360 · BUILDINGS &amp; IMPROVEMENT</b>									
<b>STATION 810</b>									
Check	12/22/2018	10426	David Lindstrom	Bobcat work - ...	District		District Checking	300.00	300.00
Total STATION 810								300.00	300.00
<b>STATION 812</b>									
Check	08/14/2018	10365	Paulson Excavating, I...	invoice 4067 si...	District		District Checking	9,860.59	9,860.59
Total STATION 812								9,860.59	9,860.59
<b>86-4360 · BUILDINGS &amp; IMPROVEMENT - Other</b>									
Check	07/10/2018	10343	Pacific Metal Building...	down payment ...	District		District Checking	1,272.10	1,272.10
Total 86-4360 · BUILDINGS & IMPROVEMENT - Other								1,272.10	1,272.10
Total 86-4360 · BUILDINGS & IMPROVEMENT								11,432.69	11,432.69
<b>86-4370 · EQUIPMENT (PURCHASE)</b>									
<b>Firefighting Equipment</b>									
<b>Site Maintenance</b>									
Credit Card Charge	07/03/2018		Rossi's Building Mate...	fuel can, padlo...	District		Umpqua Bank	112.95	112.95
Credit Card Charge	07/06/2018	6617849	AMAZON MKTPLAC...	mower/mulcher...	District		Umpqua Bank	39.04	151.99
Total Site Maintenance								151.99	151.99
<b>Firefighting Equipment - Other</b>									
Credit Card Charge	07/03/2018		AMAZON MKTPLAC...	6163440			Umpqua Bank	35.53	35.53
Total Firefighting Equipment - Other								35.53	35.53
Total Firefighting Equipment								187.52	187.52
<b>Medical Equipment</b>									
Credit Card Charge	07/10/2018	3817825	AMAZON MKTPLAC...		District		Umpqua Bank	466.08	466.08
Credit Card Charge	09/05/2018		AMAZON MKTPLAC...	antenna	District		Umpqua Bank	89.95	556.03
Credit Card Charge	09/05/2018	5890629	AMAZON MKTPLAC...	5890629	District		Umpqua Bank	216.57	772.60
Credit Card Charge	09/05/2018		AMAZON MKTPLAC...	6558642	District		Umpqua Bank	321.66	1,094.26
Credit Card Charge	09/05/2018		AMAZON MKTPLAC...	4721002	District		Umpqua Bank	499.00	1,593.26
Check	04/19/2019	2049	Emergency Medical P...	Invoice 2058563	FD Donati...		Fire Department...	36.73	1,629.99
Check	04/19/2019	2049	Emergency Medical P...	Invoice 2060691	FD Donati...		Fire Department...	223.71	1,853.70
Total Medical Equipment								1,853.70	1,853.70
<b>Radios</b>									
Check	07/10/2018	10341	Precision Wireless	Radios	District		District Checking	2,095.19	2,095.19
Deposit	10/23/2018			Refund	District		District Checking	-78.83	2,016.36
Total Radios								2,016.36	2,016.36
<b>86-4370 · EQUIPMENT (PURCHASE) - Other</b>									
Check	07/02/2018	4072	Belcorp AG	John Deere E1...	District		District Checking	2,618.91	2,618.91
Check	07/02/2018	4073	Belcorp AG	John Deere E1...	District		District Checking	26.63	2,645.54
Check	07/02/2018	4071	Trailers Plus	6X10 enclosed...	District		District Checking	5,175.08	7,820.62
Credit Card Charge	08/10/2018		AMAZON MKTPLAC...	antenna	District		Umpqua Bank	499.00	8,319.62
Check	11/21/2018	10406	Umpqua Bank	AED Superstor...	District		District Checking	1,380.80	9,700.42

## Albion Little River Fire Protection District

## Revenue &amp; Expense Detail

July 2018 through April 2019

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05/16/19

Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	239.75	9,940.17
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	166.47	10,106.64
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	284.14	10,390.78
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	288.75	10,679.53
Check	11/21/2018	10406	Umpqua Bank	P&W Service ...	District		District Checking	2,149.50	12,829.03
Total 86-4370 · EQUIPMENT (PURCHASE) - Other								12,829.03	12,829.03
Total 86-4370 · EQUIPMENT (PURCHASE)								16,886.61	16,886.61
Total Expense								358,414.74	358,414.74
<b>Net Income</b>								<b>-156,916.71</b>	<b>-156,916.71</b>

**Albion Little River Fire Protection District  
Donations Revenue & Expense Detail**

2:48 PM

05/16/19

July 2018 through April 2019

Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>Income</b>									
<b>82-7705 · Donations</b>									
<b>BBQ</b>									
Deposit	07/16/2018			Deposit	FD Donati...		Fire Department...	400.00	400.00
Deposit	09/11/2018	277	Albion-Little River Fir...	Deposit	FD Donati...		Fire Department...	12,484.45	12,884.45
Deposit	10/24/2018			Deposit	FD Donati...		Fire Department...	1,966.00	14,850.45
Total BBQ								14,850.45	14,850.45
<b>Business</b>									
Deposit	08/06/2018		Turner's Appliance	Deposit	FD Donati...		Fire Department...	50.00	50.00
Total Business								50.00	50.00
<b>Individual</b>									
Deposit	07/05/2018		Robert & Vicki Bruce	Deposit	FD Donati...		Fire Department...	75.00	75.00
Deposit	07/23/2018		Laurie York	Deposit	FD Donati...		Fire Department...	20.00	95.00
Deposit	07/23/2018		Carmen Goodyear	Deposit	FD Donati...		Fire Department...	20.00	115.00
Deposit	07/26/2018		Ruth Weiss	Deposit	FD Donati...		Fire Department...	50.00	165.00
Deposit	07/26/2018		Martha Wagner Estate	Deposit	FD Donati...		Fire Department...	50,000.00	50,165.00
Deposit	07/31/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	50,200.00
Deposit	08/06/2018		Melissa Hayes & Nan...	Deposit	FD Donati...		Fire Department...	20.00	50,220.00
Deposit	08/06/2018		Richard & Anna Mess...	Deposit	FD Donati...		Fire Department...	100.00	50,320.00
Deposit	08/10/2018		JeanB May Trust	Deposit	FD Donati...		Fire Department...	950.00	51,270.00
Deposit	08/16/2018		Cynthia O'Brien	Deposit	FD Donati...		Fire Department...	100.00	51,370.00
Deposit	08/28/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,405.00
Deposit	09/30/2018	2908	Dana and Katherine ...	Deposit	FD Donati...		Fire Department...	50.00	51,455.00
Deposit	09/30/2018	7555	Wm. A & C. Gwen Ja...	Deposit	FD Donati...		Fire Department...	50.00	51,505.00
Deposit	10/05/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,540.00
Deposit	10/31/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,575.00
Deposit	11/03/2018	1278	G. Victor Pacurar	Hughes Llama ...	FD Donati...		Fire Department...	100.00	51,675.00
Deposit	12/05/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,710.00
Deposit	12/31/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,745.00
Deposit	01/08/2019	06827-...	Paul M. Siegel	Deposit	FD Donati...		Fire Department...	500.00	52,245.00
Deposit	01/11/2019	1177	Nicola Kathryn Jack	Deposit	FD Donati...		Fire Department...	500.00	52,745.00
Deposit	01/11/2019	208	Cris Beaty	Deposit	FD Donati...		Fire Department...	500.00	53,245.00
Deposit	01/31/2019		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	53,280.00
Deposit	02/12/2019	1114	Judith Brown Estate	Estate of Judit...	FD Donati...		Fire Department...	10,000.00	63,280.00
Deposit	02/28/2019		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	63,315.00
Deposit	03/06/2019	00009-...	JEANNETTE RASKER	Monthly - Febr...	FD Donati...		Fire Department...	35.00	63,350.00
Deposit	03/06/2019	2289	Mary Sue McNeill	Thank you don...	FD Donati...		Fire Department...	100.00	63,450.00
Deposit	03/06/2019	2485	Don and Petra Crusier	Thank you don...	FD Donati...		Fire Department...	100.00	63,550.00
Deposit	03/31/2019		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	63,585.00
Deposit	04/30/2019		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	63,620.00
Total Individual								63,620.00	63,620.00
<b>82-7705 · Donations - Other</b>									
Deposit	11/03/2018		Steven Mizroch	Deposit	FD Donati...		Fire Department...	5.00	5.00
Deposit	12/05/2018	316	Lynda Reed	Deposit	FD Donati...		Fire Department...	500.00	505.00
Deposit	12/05/2018	4199	John & Kathryn Hughes	Deposit	FD Donati...		Fire Department...	1,000.00	1,505.00
Deposit	12/05/2018	4801	The Conservation Fund	Deposit	FD Donati...		Fire Department...	500.00	2,005.00
Deposit	12/17/2018	289	Leslie White & Barton...	Deposit	FD Donati...		Fire Department...	150.00	2,155.00
Deposit	12/17/2018	6275	Leona Walden	Deposit	FD Donati...		Fire Department...	250.00	2,405.00
Deposit	12/17/2018	13178-...	Howard & Sharon Lau	Deposit	FD Donati...		Fire Department...	150.00	2,555.00
Deposit	12/17/2018	1524	Steven & Deborah W...	Deposit	FD Donati...		Fire Department...	1,000.00	3,555.00
Deposit	12/17/2018		Albion-Little River Fir...	Cash from Jar ...			Fire Department...	97.91	3,652.91
Deposit	12/22/2018	546	Steven & Deborah Fa...	Deposit	FD Donati...		Fire Department...	1,500.00	5,152.91
Deposit	12/22/2018	01030-...	Paul & Elaine West	Deposit	FD Donati...		Fire Department...	50.00	5,202.91
Deposit	01/17/2019	11171	The Community Foun...	Pass through ...	FD Donati...		Fire Department...	2,000.00	7,202.91
Total 82-7705 · Donations - Other								7,202.91	7,202.91
Total 82-7705 · Donations								85,723.36	85,723.36
Total Income								85,723.36	85,723.36
Gross Profit								85,723.36	85,723.36
<b>Expense</b>									
<b>BBQ</b>									
<b>BBQ- KID AREA</b>									
Check	07/11/2018	1052	Jumpers		FD Donati...		Fire Department...	450.00	450.00
Total BBQ- KID AREA								450.00	450.00
<b>PRINTING</b>									
Check	07/12/2018	1053	Braggadood Signs & ...	balance of sign...	FD Donati...		Fire Department...	1,295.75	1,295.75
Total PRINTING								1,295.75	1,295.75
<b>SUPPLIES</b>									
Check	07/10/2018	1050	Rossi's Building Mate...		FD Donati...		Fire Department...	43.53	43.53
Check	07/10/2018	1051	Village Hardware		FD Donati...		Fire Department...	7.27	50.80
Total SUPPLIES								50.80	50.80
<b>BBQ - Other</b>									
Check	08/07/2018	2044	Umpqua Bank	water heater	FD Donati...		Fire Department...	238.44	238.44
Check	08/07/2018	2044	Umpqua Bank	propane	FD Donati...		Fire Department...	35.21	273.65
Check	08/07/2018	2044	Umpqua Bank	propane	FD Donati...		Fire Department...	43.14	316.79
Total BBQ - Other								316.79	316.79

**Albion Little River Fire Protection District**  
**Donations Revenue & Expense Detail**  
July 2018 through April 2019

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Cir</u>	<u>Split</u>	<u>Amount</u>	<u>Balance</u>
Total BBQ								2,113.34	2,113.34
Total Expense								2,113.34	2,113.34
Net Income								<u>83,610.02</u>	<u>83,610.02</u>

## Albion Little River Fire Protection District

## Building Fund Register

As of April 30, 2019

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05/16/19

Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>Building Fund - Checking</b>							
Deposit	07/31/2018			Interest	82-4100 · INTE...	0.45	10,604.66
Deposit	08/31/2018			Interest	82-4100 · INTE...	0.45	10,605.11
Deposit	09/30/2018			Interest	82-4100 · INTE...	0.44	10,605.56
Deposit	10/31/2018			Interest	82-4100 · INTE...	0.45	10,606.00
Deposit	11/30/2018			Interest	82-4100 · INTE...	0.45	10,606.45
Deposit	12/31/2018			Interest	82-4100 · INTE...	0.44	10,606.89
Deposit	01/31/2019			Interest	82-4100 · INTE...	0.45	10,607.34
Deposit	02/28/2019			Interest	82-4100 · INTE...	0.45	10,607.79
Deposit	03/31/2019			Interest	82-4100 · INTE...	0.41	10,608.20
Deposit	04/30/2019			Interest	82-4100 · INTE...	0.45	10,608.65
Deposit				Interest	82-4100 · INTE...	0.44	10,609.09
Total Building Fund - Checking						4.43	10,609.09
<b>TOTAL</b>						<b>4.43</b>	<b>10,609.09</b>



**Agenda Discussion** Item for Possible Board Action:

Motion to permit Further Reach to park a storage vehicle at Station 811 in exchange for broadband and security camera services.

**Background:** Recall that Further Reach (a non-profit entity <http://furtherreach.net/>) has installed a broadband mesh network relay node on the roof of Station 810 that now serves Albion Village and points North/East, while providing ALRFPD with complementary ULTRA internet services to Station 810:

- Further Reach has asked to locate two small sheds within the northern part of their network to store equipment. One shed would be used to store the equipment and the other for UPS, FedEx or USPS to drop off shipments. Obviously, the location needs to be easily accessible by both shippers and their team. Over time they wish to add (or contribute to existing) garbage and recycling pickup.
- Initially, Further Reach defined their requirements as follows: “The shipping box would likely be about 4X4 and the storage about 6x6. Obviously, the sheds would be VERY temporary with no foundations and we do not need power.”
- Both Station 810 and 811 are within the California Coastal Zone. A construction Site Map for Station 810 and environs is presently under development, and integrating CRV deposit structures and/or vendor storage sheds presents a Permitting challenge at a time we are asking for a simple repair construction waiver. [Such considerations may be reviewed in a year or so when we apply for a new construction California Coastal Permit].
- For these and related reasons for which I suspect the board would be more receptive, I suggested Further Reach consider Station 811 as an alternative location, as it was not burdened with decision constraints – Further Reach agreed.
- Station 811 also resides within the Coastal Zone and any “structure” located on the property must comply with our use permit constraints. To avoid a “structure” and all the permitting such would entail, I suggested Further Reach and the ALRFPD Board consider a lockable trailer (with a Denver Boot) that could be moved about.
- Example Movable Storage Alternatives (not requiring a P&B or CCD Permit):
  - New Single Axle Enclosed cargo Trailer:  
<http://trailer101.com/products/76>
  - Used Dual Axle Enclosed Cargo Trailer:  
<https://www.govdeals.com/index.cfm?fa=Main.Item&itemid=1102&acctid=1965>
  - Used Enclosed Cargo Van:  
<https://www.govdeals.com/index.cfm?fa=Main.Item&itemid=20&acctid=12626>

- i. reach agreement. When board opinion appears to have crystallized, the chairman can announce: "If there is no objection, we will ". However, as noted under the legal requirements for each type of district, the law sometimes requires a recorded vote.
  - b. **Formal:** If a more formal method of proceeding is preferable - for example, where the board finds it cannot informally unite on the issues before it within a reasonable time the following guidelines are suggested. They are adaptations of Robert's Rules.
2. **Motions:** Motions need not be seconded, and the requirement of a second is largely a waste of time, particularly for small groups. The chairman would normally state the motion without asking for a second, and ask for discussion.

A main motion is a request for action or commitment. It should be clear and concise, and stated in the positive to avoid confusion in voting. The chairman should request or suggest rephrasing, if necessary to improve clarity. It is usually stated, "I move that..." and is debatable, can be amended, and the vote on it may be reconsidered. It is usually in order when no other main motion is under consideration, assuming it is not in conflict with the agenda. If it proposes a resolution, then it may use "whereas" and "resolved". Those special and ordinary motions that are handled like main motions are:

- a. To reconsider a vote (must be at same session).
- b. To rescind a previous action.
- c. To amend a motion already adopted.
- d. To amend the bylaws (usually requires notice and 2/3 vote).
- e. To appeal (only when no motion is pending).
- f. To recess (only when nothing else is being considered; should stipulate a time to reconvene; is not debatable but can be amended as to time).
- g. To adjourn (not debatable or amendable, unless it specifies an unusual time for the next meeting).
- h. To amend changes the wording of a motion, usually a main motion. It is debatable (unless it amends a non-debatable motion) and amendable and requires only a majority vote to pass, even if a 2/3 vote is required to pass the motion amended. Although amendments can be amended, to avoid confusion it is preferable that suggested changes be accepted without a formal vote, or voted on after the original amendment.
- i. To refer is used to send a main motion to a committee for study and report back and is debatable and amendable.
- j. To postpone delays consideration of a subject until a future time (at the same meeting or a future meeting), applies to main motions only, and is debatable and amendable.
- k. To limit debate requires a 2/3 vote, and limits the time that may be spent on a motion or question to a specified amount. It is amendable but not debatable.
- l. To close debate also requires a 2/3 vote and terminates discussion on a motion; leading to immediate voting. It is not debatable or amendable.
- m. To adjourn is in order at any time, provided the mover does not interrupt a speaker or the counting of a vote.
- n. Point of order calls to the chairman's attention a violation of the rules or any unusual situation requiring immediate attention. It is not debatable or amendable and requires no vote, since the chairman decides the question. His ruling may be appealed (except for the correctness of procedures that can be checked against the rules), which can be debated and is then decided by a vote of the board.
- o. To withdraw a motion removes it from consideration, is not debatable, and can be made by either the maker of the motion or another board member. The chairman may permit withdrawal without a vote, unless there is objection.
- p. To suspend the rules sets aside temporarily a rule that would hamper the board from acting, is not debatable or amendable, and requires a 2/3 vote. It is usually used to depart from the set order of business.



## Albion Little River Fire Protection District

# **ALBION LITTLE-RIVER FIRE PROTECTION DISTRICT RECORDS RETENTION AND DESTRUCTION POLICY**

### **Statement of Policy**

This policy covers all records and documents, regardless of physical form; contains guidelines for how long certain documents should be kept and how records should be destroyed. The policy is designed to ensure compliance with federal and state laws and regulations to eliminate accidental or innocent destruction of records and to facilitate the operation of the Albion Little-River Fire Protection District ("ALRFPD") by promoting efficiency and freeing up valuable storage space.

### **Retention Schedule and Administration**

The ALRFPD's Record Retention Schedule is set forth in Appendix A. The Treasurer/Fiscal Officer ("Administrator") shall administer this policy. The Administrator is also authorized to:

- a) Make modifications to the Record Retention Schedule from time to time to ensure that it is in compliance with local, state and federal laws affecting record retention;
- b) Annually review the record retention and disposal program;
- c) Monitor compliance with this policy.

### **Electronic Documents and Records**

Electronic documents will be retained as if they were paper documents. Any electronic files that fall into one of the document types in Appendix A will be maintained for the appropriate amount of time. If there is sufficient reason to keep an email message, the message should be printed in hard copy and kept in the appropriate file or moved to an "archive" computer file folder.

### **Suspension of Record Disposal in the Event of Litigation or Claims**

No director, officer, employee, volunteer or agent of the ALRFPD shall destroy, dispose of, conceal, or alter any record or document while knowing that it is or may be relevant to an anticipated or ongoing investigation or legal proceeding conducted by or before a federal, state, or local government agency, including tax and regulatory agencies, law enforcement agencies, and civil and criminal courts, or an anticipated or ongoing internal investigation, audit or review conducted by ALRFPD.

During the occurrence of an anticipated or ongoing investigation or legal proceeding as set forth above, the Administrator shall suspend any further disposal of documents until such time as the Administrator, with the advice of counsel, determines

January 6, 2017

otherwise. The Administrator shall take such steps as necessary to promptly inform all staff of any suspension in the further disposal of documents.

## APPENDIX A – RECORDS RETENTION SCHEDULE

### 1) Accounting and Finance

<b>Record Type</b>	<b>Retention Period</b>
Accounts Payable ledgers and schedules	7 years
Accounts Receivable ledgers and schedules	7 years
Annual Audit Reports and Financial Statements	Permanent
Annual Audit Records including work papers and other documents that relate to audit	7 years after completion of audit
Bank Statements and Cancelled Checks	7 years
Expense Records	7 years
General Ledgers	Permanent
Electronic Payment Records	7 years
Notes Receivable ledgers and schedules	7 years
Investment Records	7 years after sale of investment

### 2) Corporate Records

<b>Record Type</b>	<b>Retention Period</b>
Annual Reports to Secretary of State, Attorney General, Mendocino County including Mendocino County Controller	Permanent
Articles of Incorporation	Permanent
By-laws	Permanent
Board Meetings and Board Committee Minutes	Permanent
Board Policies/Resolutions	Permanent
IRS Applications (i.e., tax exempt status, assigned filing number information, etc.)	Permanent
IRS Determination letters	Permanent
State Sales Tax exemption letters	Permanent
Contracts (after expiration)	7 years
Licenses and Permits	Permanent

January 6, 2017

### 3) Employee Documents

Record Type	Retention Period
Benefit Plans	Permanent
Employee files	7 years after termination of employee
Employment applications, resumes and other forms of job inquiries, ads or notices for job opportunities	3 years
Form 1-9	3 years after hiring or 1 year after separation
Employment taxes	7 years
Payroll registers (gross and net)	7 years
Time cards/sheets	7 years
Unclaimed wage records	6 years
Retirement and pension records	Permanent

### 4) Property Records

Record Type	Retention Period
Lease agreements	Permanent
Property Insurance Policies	Permanent
Property purchase agreements	Permanent
Property permits, easements, valuations, etc.	Permanent

### 5) Tax Records

Record Type	Retention Period
Tax exemption documents and related correspondence	Permanent
IRS tax returns	Permanent
Tax bills, receipts, statements	7 years
Tax workpaper packages (originals)	7 years
Sales/use tax records	4 years

### 6) Grant Records

Record Type	Retention Period
Original grant proposal	7 years after completion of grant period
Grant agreement and subsequent modifications, if applicable	7 years after completion of grant period

January 6, 2017

<b>Record Type (cont'd)</b>	<b>Retention Period (cont'd)</b>
All requested IRS/grantee correspondence including determination letters and "no change" in exempt status letters	7 years after completion of grant period
Final grantee reports, both financial and narrative	7 years after completion of grant period
All evidence of returned grant funds	7 years after completion of grant period
All pertinent formal correspondence including opinion letters of counsel	7 years after completion of grant period
Report assessment forms	7 years after completion of grant period
Documentation relating to grantee evidence of invoices and matching or challenge grants that would support grantee compliance with the grant agreement	7 years after completion of grant period

## 7) Donation/Contribution Records

<b>Record Type</b>	<b>Retention Period</b>
Records of donations/contributions	Permanent
ALRFPD or other documents evidencing terms of gift.	Permanent

## PROPOSED DONATION POLICIES

### **DONATION POLICIES:**

The ALRFPD Board shall maintain the following opportunities for giving:

- 1) A web page which accepts payment for unrestricted gifts via credit card, Pay Pal or check, and includes the address to which checks may be sent;
- 2) An option on the ALRFPD website and on all published literature for people to meet with a Board member or Board member appointee to discuss Estate Planning or other large gifts and donations;
- 3) Advertise an option for the public to donate vehicles or structures for controlled burns or smoke trainings;
- 4) Publicize a wish list of donations for specific special needs as they may arise. ( No restricted gifts shall be accepted by any Board Member or the Fire Chief other than for items the Board has acknowledged on such list.)
- 5) When the option to participate in another organization's event arises, the request shall be made to the Board in writing with sufficient notice for the Board to accept or decline it. The Board shall designate a person or persons to represent ALRFPD at the event whether or not fundraising opportunities are a part of the event

### **ACKNOWLEDGEMENT PROTOCOL FOR GIFTS**

- 1) All gifts shall be made payable to the ALRFPD, whether in kind, cash or credit card. Donors shall be thanked within a week of receipt of the gift with a letter meeting IRS rules for donations;
- 2) Gifts, however small, are important and should be acknowledged on the ALRFPD web page and newsletter as well as with thank you letter for the IRS;
- 3) When a donor makes a gift of \$200 or more, they will be personally thanked by a member of the Board by phone;
- 4) Anonymous gifts should be made to the ALRFPD with the knowledge of the bookkeeper and the Board President. All such gifts will be properly booked and thanked, although not published other than listed as anonymous.

### **EVENTS**

All events that benefit the Fire Department (including Auxiliary events) shall be submitted by application to the Board for approval two (2) months prior to the event. Applications should include: date, place, time, contact people, arrangements for set up, strike, cleanup ( especially if they involve Firefighters and/or Board members) and where appropriate, publicity for the event and proof of special insurance or licensing where needed.

Non Fire Department events shall be subject to the all of above conditions, but approval will be subject to greater scrutiny.

### **CRV COLLECTION**

In so far as it is a benefit for the Fire Department sponsored by the Auxiliary, it will be subject to the same conditions above, varied to suit the collection sites. In particular, priority must be given to the developing plans for 810 as they are implemented. Collection must be confined to certain announced hours or an off hour collection bin be set up out of they way of operations, monitored and periodically emptied. At all times priority shall be given to construction efforts at 810 and keeping the entries and exits clear at all times for fire fighting activities.



CHAIRS REPORT

1. A reminder to BBQ Committee to review and update assignments for Firefighters and Board for the June meeting
2. Pacific Reefs received the grant which we supported to build their new high capacity water tank. ALRFPD will have access to it in return and they are consulting with Ted to spec out location and suitable valves.
3. The Woodlands gave us \$3000 towards new Firefighter equipment and outfitting.

501 Low Gap Road, Rm 1326  
 Ukiah, CA 95482  
 (707) 463-4466  
 Fax (707) 463-4038



*Find folder*

790 A-1 S Franklin St  
 Fort Bragg, CA 95437  
 (707) 961-2714  
 Fax (707) 961-2720

**Notice of Approval of Site Evaluation Report**

Notice Date October 6, 2004

Application Number ST23774

ALBION - LITTLE RIVER FIRE PROTECTION DISTRI  
 PO BOX 101  
 ALBION CA 95410

System Site Address and Assessor's Parcel Number

32600 Albion Ridge Rd  
 Albion  
 APN 123-210-37

Submitted December 16, 2003

Designer Carl Rittiman

Approved October 6, 2004

Inspector CW

Environmental Health has reviewed and approved the Site Evaluation Report referenced above and found it to be in conformance with the State's minimum criteria.

We are prepared to issue a Construction Permit for the On-site Sewage System specified in the previously referenced report upon receipt of this signed application and the total permit fee. See Invoice below.

**Application for Construction of a Septic System**

OWNER BUILDER: I hereby certify I shall not employ any person in any manner so as to become subject to Workmen's Compensation Laws of California. As an owner builder, I understand I am exempt from the provisions of the Contractor's License Law when constructing on property I own.

LICENSED CONTRACTOR: I have a currently effective certificate of Workmen's Compensation Insurance coverage on file with the County of Mendocino. I certify I am licensed under the provisions of the Contractor's License Law and my license is in full force and effect.

OWNER or Agent: Application is hereby made to the Mendocino County Division of Environmental Health for a permit to construct, or repair or for clearance for other constructions, an on-site sewage system as approved by the Division and in compliance with the Mendocino County Code.

I agree to obtain from the Division of Environmental Health such investigations and inspections after completion as may be necessary for the Division to determine compliance with the plans and specifications approved in the permit. I understand that the issuance of this permit in no way indicates that a guarantee of a perfect and indefinite operation of this system is made by the Division. I understand I am required to make repairs deemed necessary by the Division to confine sewage below the surface of the ground. I agree to request an inspection 48 hours in advance. The Construction Permit will be valid for two years and, for an additional fee, renewable annually thereafter.

Date: \_\_\_\_\_

\_\_\_\_\_  
 Signature of the owner or the owner's agent

**Invoice - payable to Environmental Health**

On-Site Sewage System Construction Permit Fee

**\$444.00**

CARL RITTIMAN AND ASSOCIATES, INC.  
CERTIFIED PROFESSIONAL SOIL SCIENTISTS  
P.O. BOX 1700  
MENDOCINO, CA 95460

Charles Reed  
Water Quality Control Board North Coast Region  
5550 Skyline Blvd., Suite A  
Santa Rosa, CA 95403

Date: 9/19/03

Re: Albion Firehouse proposed holding tank system  
Albion, CA

Charles,

I wrote you a letter last May regarding this project and as of yet have not received any response from you. I am enclosing a copy of the 5/23/03 letter for your review.

Please let me know if you need any additional information.

Sincerely,

Carl A. Rittiman, C.P.S.S.  
President



036  
**California Regional Water Quality Control Board**  
**North Coast Region**



**Winston H. Hickox**  
*Secretary for  
Environmental  
Protection*

**William R. Massey, Chairman**

**Gray Davis**  
*Governor*

Internet Address: <http://www.swrcb.ca.gov/rwqcb1/>  
5550 Skylane Boulevard, Suite A, Santa Rosa, California 95403  
Phone: 1 (877) 721-9203 (toll free) • Office: (707) 576-2220 • FAX: (707) 523-0135

October 8, 2003

Mr. Carl Rittiman  
Carl Rittiman and Associates, Inc.  
P.O. Box 1700  
Mendocino, CA 95460

Dear Mr. Rittiman:

Subject: Proposed Wastewater Holding Tank at the Albion Firehouse

File: Mendocino County Individual Systems

I received your letter dated May 23, 2003 and a follow-up letter dated September 19, 2003 regarding a proposed on-site wastewater disposal system for the Albion firehouse. In your letter, you propose the use of a holding tank for wastewater flows generated at the Albion firehouse and request that the Regional Water Board consider approval of this project under Section IV of the Basin Plan's Implementation policy for on-site systems.

The Basin Plan's implementation policy ordinarily prohibits the use of holding tanks for sewage disposal. However, the Policy provides for exceptions to the prohibition when a holding tank is: 1) necessary to abate an existing nuisance of health hazard; 2) used as temporary storage with proposed sewer service expected to be available within two years, or; 3) for use at a public facility where a permanent sewage disposal system is infeasible and maintenance is performed by a public agency. Based on your description of the intermittent nature of expected wastewater flows and the lack of suitable conditions for on-site wastewater disposal, the proposed discharge clearly qualifies for the public facility exemption. Therefore, the use of a holding tank is acceptable for this discharge.

Staff have considered the proposal and determined that the Waste Discharge Requirements are not required for this discharge. Accordingly, staff waive the requirement to submit a Report of Waste Discharge for the project. This action does not preclude the Regional Water Board from administering enforcement remedies (including civil penalties) pursuant to the California Water Code if the wastewater discharged to this holding tank is found to be causing or threatening to cause adverse impacts to water quality or public health.

***California Environmental Protection Agency***



*Recycled Paper*

"The energy challenge facing California is real. Every Californian needs to take immediate action to reduce energy consumption. For a list of simple ways you can reduce demand and cut your energy costs, see our Web-site at: <http://www.swrcb.ca.gov/>."

October 8, 2003

If you have any questions, you may contact me by telephone at (707) 576-2752 or by email at [reedc@rbl.swrcb.ca.gov](mailto:reedc@rbl.swrcb.ca.gov).

Sincerely,



Charles Reed  
Water Resource Control Engineer

CER:tab/albionfirehousewaiver.doc

cc: Jim Ehlers, Mendocino County Department of Public Works Environmental Health  
Division, 790-A1 S. Franklin Street, Fort Bragg, CA 95437

***California Environmental Protection Agency***

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Recycled Paper

"The energy challenge facing California is real. Every Californian needs to take immediate action to reduce energy consumption. For a list of simple ways you can reduce demand and cut your energy costs, see our Web-site at: <http://www.swrcb.ca.gov/>."

SITE EVALUATION REPORT  
INDIVIDUAL SEWAGE COLLECTION SYSTEM PROPOSAL

**OWNER:** Albion-Little River Fire Protection District  
P.O. Box 101, Albion, CA 95410

**AGENT:** Rick Ricca  
41221 Little River Airport Road, Little River, CA 95456

**PROPERTY ADDRESS:** 32600 Albion Ridge Road, Albion

**AP#:** 123-21-037

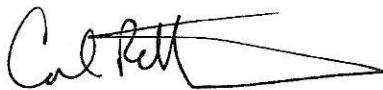
**LOCATION:** Highway 1 to Albion Ridge Road. Follow to site. See attached map.

**PROJECT DESCRIPTION:** This project was undertaken to design a wastewater-holding tank for the Albion firehouse. See Proposal Abstract

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Attached is a compilation of site information, including a plot plan and system specifications for review.



CARL A. RITTIMAN  
CERTIFIED PROFESSIONAL SOIL SCIENTIST  
P.O. BOX 1700 MENDOCINO, CA 95460  
707-937-0804 PHONE  
707-937-0575 FAX  
crit@mcn.org e-mail

DATE: 12.16.03

**PROPOSAL ABSTRACT:**

This parcel supports a firehouse facility for the Albion-Little River Fire Department. The Department would like to enlarge the facility to include toilets, showers and a small kitchen facility. The personnel would use the building during and after emergency calls. The building would also be used for monthly meetings of fire department personnel and for fire auxiliary board meetings.

The parcel cannot support an on-site sewage disposal system, meeting the required groundwater separation distance of 2 feet. The majority of the parcel has winter water levels at or near the soil surface. As such, a holding tank will be installed to serve the uses on the parcel. An alarm will be installed to alert personnel of the need for removal of wastewater. This approach has been approved by the Water Quality Control Board.

**Discussion Proposal:**

If in three years, Phase Three Station 810 will dispatch 8181 Pumper, 8190 Tender and 8130 Rescue vehicles, then the “new” metal garage proposed for Station 812 will serve as interim storage for 8181 for ~ three years, at what would become an investment of ~\$35,000. By adjusting our priorities, we can reduce projected metal garage building material costs at Station 812 from ~\$25K to around ~\$5K or so by repurposing our existing car port structure as originally envisioned.





COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES

860 NORTH BUSH STREET · UKIAH · CALIFORNIA · 95482
120 WEST FIR STREET · FT. BRAGG · CALIFORNIA · 95437

BRENT SCHULTZ, DIRECTOR
TELEPHONE: 707-234-6650
FAX: 707-463-5709
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pbs@mendocinocounty.org
www.mendocinocounty.org/pbs

April 1, 2019

Planning – Fort Bragg
Department of Transportation
Environmental Health - Fort Bragg
Building Inspection - Fort Bragg
Assessor
Farm Advisor
Agriculture Commissioner
Forestry Advisor
Fish and Game Advisory
County Water Agency- Sarah Dukett
Archaeological Commission
Sonoma State University

Resource Lands Protection Committee
Native Plant Society
Airport Land Use Commission
Caltrans
CalFire
Department of Fish and Wildlife
Coastal Commission
RWQCB
Department of Parks & Recreation
State Clearinghouse
US Fish & Wildlife Service
Gualala Municipal Advisory Council

Westport Municipal Advisory Council
City Planning- Fort Bragg
Mendocino Transit Authority
Sherwood Valley Band of Pomo Indians
Redwood Valley Rancheria
Cloverdale Rancheria
Potter Valley Tribe
Coastal Sewer Districts
Coastal Water Districts
Coastal Fire Districts
Coastal Community Services Districts

RECEIVED

APR 11 2019

BY: [Signature]

CASE#: OA\_2018-0009/GP\_2018-0003

DATE FILED: 04/01/19

OWNER: VARIOUS

APPLICANT: COUNTY OF MENDOCINO

AGENT: PLANNING AND BUILDING SERVICES

REQUEST: The County of Mendocino seeks to amend its Local Coastal Program (LCP), which provides planning and zoning regulations for development in the Coastal Zone, to regulate development of Accessory Dwelling Units (ADUs) in compliance with recent State legislation as codified in Gov. Code Section 65852.2. The LCP amendment balances the mandates of the State ADU legislation with the protection of coastal resources under the Coastal Act.

LOCATION: Coastal Zone of Mendocino County

ENVIRONMENTAL DETERMINATION: The amendment is exempt from further environmental review under CEQA per Public Resources Code Section 21080.17 which exempts the adoption of an ordinance by a city or county to implement the provisions of Government Code Sections 65852.1 and 65852.2. This statutory exemption is also identified in 14 CCR Section 15282(h).

STAFF PLANNER: JULIA ACKER

RESPONSE DUE DATE: APRIL 30, 2019

PROJECT INFORMATION CAN BE FOUND AT:

https://www.mendocinocounty.org/government/planning-building-services/public-agency-referrals

Mendocino County Planning & Building Services is soliciting your input, which will be used in staff analysis and forwarded to the appropriate public hearing. You are invited to comment on any aspect of the proposed project(s). Please convey any requirements or conditions your agency requires for project compliance to the project coordinator at the above address, or submit your comments by email to pbs@mendocinocounty.org. Please note the case number and name of the project coordinator with all correspondence to this department.

We have reviewed the above application and recommend the following (please check one):

- No comment at this time.
Recommend conditional approval (attached).
Applicant to submit additional information (attach items needed, or contact the applicant directly, copying Planning and Building Services in any correspondence you may have with the applicant)
Recommend denial (Attach reasons for recommending denial).
Recommend preparation of an Environmental Impact Report (attach reasons why an EIR should be required).
Other comments (attach as necessary).

[Blank lines for signature]

REVIEWED BY:

Signature Department Date



**LCP AMENDMENT SUMMARY:**

#GP 2018-0003 (MENDOCINO COUNTY COASTAL ELEMENT, CHAPTER 3.9)  
 #OA 2018-0009 (TITLE 20, DIVISION II MENDOCINO COUNTY COASTAL ZONING CODE)

**LOCAL COASTAL PROGRAM AMENDMENT TO REGULATE DEVELOPMENT OF  
 ACCESSORY DWELLING UNITS IN COASTAL ZONE OF MENDOCINO COUNTY**

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**I. Introduction**

Mendocino County seeks to amend its Local Coastal Program (LCP) to remove barriers to development of Accessory Dwelling Units (ADUs) with the goal of increasing the availability of affordable rental housing while preserving the integrity of Coastal Act protections for coastal resources.

The LCP amendment for ADUs is intended to address the requirements of recent State legislation (SB 1069; AB 2299; AB 2406; SB 229; AB 454) as codified in California Government Code §65852.2, et. seq. In part, the new legislation establishes that:

- ADUs may be located in any zoning district that allows residential uses.
- ADUs are not considered new residential units for the purpose of calculating residential density.
- A ministerial process must be established for ADUs that are located within existing structures.
- Detached ADUs may not exceed 1,200 square feet (SF). Attached ADUs may not exceed 50% of floor area of existing unit or a maximum of 1,200 SF. Junior ADUs (JADUs) may not exceed 500 SF.
- Development standards can be established for ADUs, with certain limitations.
- ADU requirements must not be unnecessarily burdensome.
- ADUs can be prohibited based on health and safety issues.

Currently, Mendocino County's LCP prohibits ADUs (which are referred to as "second residential units") in the coastal zone with three exceptions:

1. ADUs may be permitted in the Gualala Town Plan area;
2. ADUs may be permitted as farm employee housing, farm labor housing, family care units, dwelling groups or residential clustering;
3. ADUs may be permitted in the Town of Mendocino subject to the provisions of the Mendocino Town Plan and the Mendocino Town Zoning Code (Mendocino County Code, Title 20, Division III).

As proposed, the LCP amendment will allow ADUs in all zoning districts which allow single-family dwellings subject to specified standards and procedures as summarized below.

**II. ADU Permit Process**

**CDP exemptions.** The following types of ADUs will be exempted from the requirement to obtain a CDP either because either (a) they would not be considered to be "development" or, (b) they meet the requirements for a CDP exemption under the Coastal Act and its implementing regulations (Pub. Resources Code, §30610, subd. (a); Cal. Code Regs., tit. 14, §13250):



- Junior Accessory Dwelling Units (JADUs) located entirely within an existing residence will be exempt from the CDP requirement.
- ADUs attached to an existing residence that meet the requirements for a CDP exemption under CCR Title 14, §13250 will not require a CDP unless required pursuant to a previously issued CDP.

**Ministerial CDPs.** Gov't Code §65852.2(a)(4) requires that the approval of ADUs shall include only ministerial provisions. Therefore, the LCP amendment establishes a new "Ministerial CDP" that will be granted based on an administrative review to determine consistency with objective criteria established in an "ADU Review Checklist." The permitting process for Ministerial CDPs will include notification of property owners within 300', but no public hearing will be required, and no local appeal process will be available. Ministerial CDPs approved for ADUs within "appealable areas" as designated by the Coastal Act will be appealable to the Coastal Commission.

**Standard CDPs.** The "standard" CDP process will be available for ADUs that cannot meet certain objective standards (see ADU Development Standards discussion below). Specifically, the Standard CDP process may be utilized in the following situations:

- If an ADU would be located within 100 feet of an Environmentally Sensitive Habitat Area (ESHA), but where a biological study demonstrates that a minimum 50-foot buffer is protective; or
- If an ADU would be located within 125 feet of the coastal bluff, but where a geotechnical study indicates that the structure would be setback a sufficient distance to protect the structure for 75 years, in compliance with LCP policies; or
- If an ADU in a Highly Scenic Areas is visible from a public road, park or beach and therefore subjective review is necessary to determine whether the development is subordinate to the character of the setting; or
- If an ADU requires more than 20 cubic yards of associated grading and therefore, subjective review is necessary to determine whether the development avoids significant alteration to natural landforms.

**CDP from Coastal Commission required.** On properties for which the Coastal Commission has issued a CDP for a residence, or in locations where the Coastal Commission has retained jurisdiction, an ADU may only be approved by the Coastal Commission. The Commission would utilize a ministerial process for CDP approval based on objective criteria similar to those established by the County.

**ADUs in the Gualala Town Plan area.** Section 20.458.020 of the Coastal Zoning Code establishes regulations for ADUs in the Gualala Town Plan area. The regulations prohibit ADUs on parcels located west of SR 1 or on parcels where a guest cottage or detached bedroom exists. On parcels that are less than one-half acre in size, ADUs must be attached to the primary residence or established as a second story to a detached garage. There is a 960 SF cap for detached ADUs and a 500 SF cap for attached ADUs. ADUs may not be used for transient habitation of any kind and a deed restriction is required to that effect. The Gualala Town Plan establishes a 100-unit cap on ADUs. These existing requirements for ADUs in the Gualala Town Plan area will remain in place, however, the LCP amendment will modify the procedural requirements in Section 20.458.020 to establish Ministerial CDP approval procedures consistent with the requirements of Gov't Code §65852.2(a)(4).



### III. ADU Development Standards

In order to establish a Ministerial CDP process for ADUs which ensures compliance with LCP requirements, including protections for sensitive coastal resources, objective standards are required. The LCP amendment will establish the following review criteria for ADUs:

1. ADU must comply with requirements of underlying zoning district (setbacks, lot coverage, building height, etc.).
2. ADUs are not permitted on parcels with more than one dwelling unit (including farm employee housing, farm labor housing, temporary family care unit) or with more than one accessory living unit (guest cottage and/or detached bedroom).
3. ADUs are not permitted on parcels where a dwelling group or parcel clustering is approved.
4. ADUs must meet parking requirements in accordance with State ADU laws.
5. ADUs must meet floor area limitations. The LCP Amendment will incorporate the maximum floor area limitations per Gov't Code §65852.2 (i.e., 1,200 SF for a detached ADU; 50% of floor area or 1,200 SF-whichever is less- for a detached ADU; 500 SF for a JADU). This aligns with the standards for ADUs established in the County's Inland Zoning Code and provides for ADUs that are appropriately sized to accommodate families.
6. ADUs may only be permitted on parcels where Division of Environmental Health has verified adequate water availability.
7. ADUs may only be permitted on parcels where Division of Environmental Health has verified adequate sewage disposal system.
8. ADUs must be located at least 100 feet from an ESHA (or entirely within existing permitted structure). ADUs may be approved with a Standard CDP if located within 50-100' of an ESHA, based on the findings of a biological study.
9. ADUs must be located at least 125 feet from coastal bluff (or entirely within existing permitted structure). ADUs with a lesser setback may be approved with a Standard CDP based on findings of geotechnical investigation.
10. ADUs must be located outside of flood hazard area.
11. ADUs may only be permitted if the total amount of associated grading is less than 20 CY. ADUs requiring a greater amount of grading may be approved with a Standard CDP, based on a finding that the grading would not significantly alter natural landforms.
12. ADUs may only be permitted in Highly Scenic Areas, if they are not visible from a public road, beach, or recreation area. ADUs which are visible may be permitted with a Standard CDP based on a finding that the development is subordinate to the character of its setting and would not adversely impact scenic views to or along the coast.
13. ADUs may only be permitted on parcels zoned, AG, RL, FL or TPZ, if they are (a) clustered with existing development; (b) located on non-prime soils (AG; RL); and (c) do not require commercial tree removal (FL, TPZ).
14. ADUs may not interfere with public access to coast.
15. ADUs may only be permitted when CalFire and/or local Fire District, as applicable, has issued a preliminary clearance letter indicating that all fire safety requirements can be satisfied.



#### **IV. Restriction on use of ADUs as Vacation Home Rentals (VHRs)**

The LCP amendment includes a policy requiring that only one residence on a property with an ADU may be used as a Vacation Home Rental (VHR) and the VHR use will only be permitted if one of the residential units is the primary residence of the property owner. A deed restriction to this effect will be required. The intent of this provision is to ensure that the new ADU provisions will actually increase the availability of long-term rental housing as intended by the State legislation.

#### **V. Cap on number of ADU permits**

It is not clear whether the new ADU regulations will impact SR 1 capacity, as the correlation between development of ADUs and population growth and increased traffic volumes is unknown. For example, some ADUs may accommodate tenants who are currently in overcrowded and substandard rental units with no accompanying increase in population and traffic volumes. Further, by increasing the availability of rental housing stock and enabling workers to live closer to their places of employment, some ADUs may result in decreased vehicle miles travelled on SR 1. It is also the case that ADUs may accommodate population growth and result in increased traffic volumes.

In order to limit potential growth-inducing impacts related to ADUs, the LCP amendment establishes a 300-unit cap on the number of newly constructed ADUs. Junior Accessory Dwelling Units (JADUs) and conversion of existing accessory living units to ADUs are exempted from the cap. In addition, the cap will not apply to ADUs in the Gualala Town Plan area (which, as explained above, are subject to existing Gualala Town Plan requirements).

The LCP establishes a policy requiring preparation of an updated SR 1 capacity analysis prior to an application for a future LCP amendment to modify or remove the 300-unit cap on ADUs. The traffic analysis would identify impacts associated with projected future growth and would be used to evaluate whether or not further restrictions on ADU permits are needed.



EXHIBIT 1: MENDOCINO COUNTY COASTAL ZONE

