



Albion Little River Fire Protection District

RESCHEDULED REGULAR MEETING AGENDA

Wednesday, April 20, 2016, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:**
2. **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.
3. **Report from Albion Little River Fire Auxiliary:** Member(s) of the auxiliary will report activities in preparation of 2016 annual barbeque fundraiser.
4. **Closed Session:** Conference with Legal Counsel-Anticipated Litigation. Significant Exposure to Litigation-One Case. Gov. Code Section. 54956.9 (d)(2).
5. **Report of action taken in closed session:**
6. **Consent calendar:** The following consent items are expected to be routine and non-controversial, and will be acted on by the board in a single action without discussion, unless a request is made by a board member or a member of the public to move an item for discussion or separate action.
 - a. **Approval of the March 9, 2016 regular meeting minutes.**
 - b. **Approval of the March 14, 2016 special meeting minutes.**
 - c. **Approval of the April 2, 2016 special meeting minutes.**
 - d. **Acceptance of the monthly correspondence report.**
 - e. **Acceptance of the monthly financial report.**
7. **Chiefs report:**
8. **Items for consideration and possible action:**
 - a. **Strategic planning grant project:** Consider consultant agreement proposal.
 - b. **CSDA membership 2016 annual dues payment:** Current dues overdue.
 - c. **Apparatus replacement lease-purchase financial report requirements:** Review report requirements and consider release for financing inquiries.
 - d. **Donated Fire Apparatus:** Consider disposition (put in service, liquidate).
 - e. **Financial record keeping/audit:** Consider changes to bookkeeper duties, financial reports formatting, bank statement reconciliation procedures. Auditor selection for FY 2015-2016 bi-annual audit.
 - f. **Proposal to relocate district office from Station 811 to Station 810:**
 - g. **Proposal to notify Albion Little River Volunteer Fire Department, Inc. to remove records from district property:**
9. **Committee reports:**
 - a. **Compressed air foam system – Issel**
 - b. **Station 811 building modifications – Issel**
 - c. **Mendocino Association of Fire Districts – Taeger**
 - d. **Parcel tax appeals – Roat, Wolfe**
 - e. **Station 813 easement – Roat**
10. **Directors Discussion:**
 - a. **Non agenda items of board concern.**
11. **Adjournment:**

Any individual who requires disability related accommodations or modifications, including auxiliary aids and services, in order to participate in the board meeting should contact the board at 707-937-4022, email: board@albionfire.com or write to the board at PO Box 634, Albion, CA 95410-0634 as soon as possible before the meeting date.

Albion Little River Fire Protection District, PO Box 634, Albion, CA 95410 Phone (707) 937-4022



Albion Little River Fire Protection District

REGULAR MEETING MINUTES

Wednesday, March 9, 2016, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:** Called to order at 7:03 pm by President Chris Skyhawk. Board members Michael Issel, Alan Taeger, Debbi Wolfe, Scott Roat present. Also present: Chief Ted Williams and five firefighters, bookkeeper Sara Spring, and three members of the public.
2. **Public communication to the board:** Karen Calvert distributed hard copies of a request for public records previously received by the board by email.
3. **Consent calendar:** Item d. was pulled from the consent calendar by board member Michael Issel for individual review. Balance of consent calendar was approved by unanimous vote of the board on a motion by Debbi Wolfe. After review, Item d. was approved by unanimous vote of the board on a motion by Debbi Wolfe.
 - a. **Approval of the February 10, 2016 regular meeting minutes.**
 - b. **Approval of the February 22, 2016 special meeting minutes.**
 - c. **Acceptance of the monthly correspondence report.**
 - d. **Acceptance of the monthly financial report.**
 - e. **Final approval of Critical Incident Counseling Policy.**
4. **FY 2012-13 & FY 2013-14 bi-annual audit report:** Final audit report presented by Zachary Pehling of Pehling & Pehling, CPAs, Truckee, CA. Zach recommended the board set up a system of internal controls.
5. **Chief's report:** Written monthly report presented, included in packet.
6. **Items for consideration and possible action:**
 - a. **Resolution in support of MCAFD proposed Mendocino County fire funding formula:** approved unanimously by the board on a motion by Debbi Wolfe.
 - b. **Fleet vehicle inspection and evaluation:** Michael Issel reported that due to a lack of available information it is not possible to accurately evaluate total cost of ownership of district vehicles. Available DOT reports appear to be current, but vehicle maintenance expenses need to be assigned to specific vehicles. Mike stated that we need to create guidelines for the process. Financial officer Debbi Wolfe responded that she and bookkeeper Sara Spring are developing guidelines which will possibly be ready to present next month. Chief Ted Williams stated that we need a clear policy in this regard. Chief Williams proposed to hire a mobile diesel mechanic to perform routine vehicle maintenance on site to reduce downtime and transport obligations. Chief Williams asked what would be necessary to qualify such a vendor. Michael Issel and Alan Taeger asked if it would be possible to hire a part-time qualified employee mechanic. Scott Roat expressed reservations about such a hire. A request was made to place the question on next month's regular meeting agenda.
 - c. **Apparatus replacement:** Michael Issel reported that the district's current highest priorities are to provide a building to house district apparatus and to replace Engine 8181 and Rescue 8130. The task of determining how to replace the two vehicles was divided between proposals for new and used vehicles. Mike stated that he has researched information on more than 35 potential apparatus vendors and found that only three vendors have the potential to qualify based on likelihood of their survival in business over the twenty plus year anticipated service life of the apparatus. Of the three qualified vendors Mike chose one which he felt has the reach and organizational depth to provide excellent service for our district. Mike stated that having gone through the process of defining exact specifications for vehicle requirements for our district it is not possible to fit those requirements to used vehicles. The question then becomes – how to pay for two new vehicles? A new type I engine has

an estimated cost of \$400,000. A replacement for Rescue 8130 has an estimated cost of \$100,000. Seller financing is available for a maximum 15 year term. Through available qualified government financing it would be possible to finance both vehicles for a 20 year term at a 10 year fixed rate for approximately \$36,700 per year in the form of annual payments. Mike proposed that it would be possible to insure that we would not have to pay more than the expected total cost of financing the purchase by making staggered payments and or a substantial down payment. Chief Williams stated that Engine 8181 is the district's main structure fire engine and that our ISO rating is based for the most part on structure firefighting capability. Rescue 8130 goes to almost all calls. Parts are no longer available for either apparatus. Both vehicles need to be replaced. Prices for Ford or Sprinter options for 8130 replacement are nearly identical. Chief Williams and other fire department personnel have been reviewing specifications for the proposed Pierce Type I apparatus but are not ready to report their findings. Mike stated the reasons for his preference for the purchase of a sprinter vehicle over the Ford configuration. Chris Skyhawk asked Chief Williams for his recommendation. Chief Williams recommended that we replace the vehicles but asked in return how much can we budget? Mike stated that it takes 90 days to secure financing, 355 days from date of order to deliver the type I engine and 346 days from date of order to deliver the 8130 replacement vehicle and wants a decision to move forward and commit to purchasing the vehicles now. Scott Roat made a motion to have Mike pursue final vehicle specifications and financing options to present to the board at the next regular board meeting – passed by unanimous vote of the board.

d. Budget considerations:

- i. Apparatus replacement budget.** Alan Taeger stated that there was an allocation of \$100,000 in the current FY equipment budget which could go toward the proposed apparatus purchase.
 - ii. Add budget category for meals provided to vendors and allocate \$500.00 to the category.** Item discussed. No action taken.
 - iii. Adjustments to existing budget.** FY 2015-2016 district budget adjustments were approved by unanimous vote of the board on a motion by Alan Taeger as follows: 861014-Miscellaneous Employee Benefits, budget allocation created - \$2,500.00; 862120-Maintenance-Equipment, increase from \$30,000.00 to \$40,000.00; 862150-Memberships, decrease from \$1,500.00 to \$900.00; 862181-Auditing & Fiscal Services, increase from \$11,000.00 to \$15,000.00; 862189-Professional & Special Services-Other, Increase from \$8,000.00 to \$15,000.00.
- e. Move building funds to interest bearing account:** Alan Taeger made a motion that we ask bookkeeper Sara Spring to research and recommend interest bearing accounts for the building fund and donations fund, currently deposited in non-interest bearing checking accounts – passed by unanimous vote of the board.
- f. Parcel tax appeal recommendations:** Debbi Wolfe made a motion to reverse the earlier decision regarding the Macdonald parcel tax appeal based on new information from appellant and the assessor and agree to an assessment of two legal parcels, one residential and one timber/rangeland – passed by unanimous vote of the board. Debbi is to notify the assessor's office of the changes. Regarding the Calvert property appeal previously placed on hold pending further information from Karen Calvert and the assessor's office: Debbi Wolfe reported that the requested information has been received and, based on the new information, made a motion for the board to agree to an assessment of two legal parcels as requested by appellant - passed by unanimous vote of the board. Debbi is to notify the assessor's office of the changes.
- g. Clarify & Formalize Board procedure for bookkeeping information service requests:** Debbi Wolfe requested that the board clearly define bookkeeper Sara Spring's duties, set up guidelines for board project managers to define projects and establish budgets for them and define bookkeeping information request protocol. Chief Williams recommended that research requests requiring additional expenditure of district funds be board approved. President Skyhawk requested that Debbi prepare a proposal for consideration at the next regular board meeting. Michael Issel requested that future financial reports be GAP compliant.
- h. Letter from the president to the Albion Little River community regarding affordable housing for district firefighters:** There was a general discussion about the cost and lack of availability of rental

housing within the district and beyond and of district firefighter housing and retention issues in particular. President Skyhawk presented a draft of a letter to be sent from the board to members of the community and the board of supervisors describing the district's housing crisis and asking the supervisors and the community for help with solutions. The board contributed several edits to the draft and unanimously approved its distribution on a motion from Scott Roat.

- i. **2016 Volunteer Fire Assistance Grant Program application:** Alan Taeger reported that this grant program and the one in item j. were recently announced to the district through email notices and asked if the district had previously participated. Chief Williams responded that previous grants had been applied for and been granted and that the "Friends of Albion Fire" had previously been involved in their applications. President Chris Skyhawk offered to follow up on these notices and contact "Friends of Albion Fire" for assistance with these grant opportunities.
- j. **Staffing for Adequate Fire and Emergency Response (SAFER) Grants program:** See item i. above.

7. Committee reports:

- a. **Critical incident counseling – Skyhawk** Committee work completed, committee dissolved. Member of the public, Al Lawrence, commented that critical incident training should be part of regular firefighter training and not just be implemented as counseling after the fact. Chief Williams responded that one of the counselor interviewees offers CI workshops.
- b. **Compressed air foam system – Issel** Michael Issel presented a current Engine 8162 CAFS Project status report (included in packet) and reported on the remaining calibration work to be done as well as collation and binding of necessary system documentation.
- c. **Station 811 building modifications – Issel** Michael Issel reported that he has planned a forthcoming meeting with Architect Bob Schlosser and Engineer Lee Welty to be held within the next two weeks to discuss working drawings and specifications for Station 811 modifications.
- d. **Mendocino Association of Fire Districts – Taeger** Alan Taeger reported on the upcoming Board of Supervisors budget hearing for which the resolution in item 6.a. was considered. It is hoped that resolutions and endorsements from all Mendocino County Fire Districts can be presented by representatives of MCAFD to the BOS at this meeting to hopefully influence the funding of fire services by the BOS. Alan will report on results of the effort at the April regular board meeting.
- e. **Parcel tax appeals – Roat, Wolfe** See item 6.f. above.
- f. **Station 813 easement – Roat** Scott Roat reported that the letter of inquiry that he had written to property owner Sherry Glaser had been returned as undeliverable, but that he had spoken to the other property owner ? Brown regarding possible prior commitments/declarations regarding using their properties for Station 813. Scott reported that Mr. Brown said that he had no knowledge of prior arrangements for use of his property but that he had no current objection to such use. Scott said that he would make another attempt to contact Ms Glaser. Alan Taeger suggested that Scott begin research into the process of acquiring an easement and bring that information to the board for possible action.

8. Directors Discussion:

- a. **Community Foundation Strategic Planning Grant.** Michael Issel reported that the district's grant application has been approved for the full \$5,000 amount. A check presentation ceremony has been scheduled for April 13 at Silver's at the Wharf restaurant in Fort Bragg. Mike reports that he would like to work with the designated preferred candidate for conducting the board's strategic planning workshop (Heather Paulsen) to develop workshop processes and cost estimates. Mike suggested that the board send a thank you letter to the Community Foundation either before or after the presentation. President Skyhawk suggested presenting a thank you letter for board approval at the April regular board meeting.
- b. **Deadlines for agenda/meeting materials submissions.** President Skyhawk reminded the board to submit agenda items and packet materials as early as possible before scheduled meetings.
- c. **Missing district records.** Board Secretary Alan Taeger reported that there are still numerous meeting agendas, minutes and packet materials missing from district records. He will post an updated list of missing items to the board when recently found materials have been filed and posted.

- d. **Other items of board concern.** Alan reported an issue with a fence which is in disrepair and has partially collapsed on the west edge of the property at Station 810. Alan will investigate potential costs to repair the fence and report back to the board.

9. **Adjournment:** 10:42 pm

DRAFT



SPECIAL MEETING MINUTES

Monday, March 14, 2016, 5:30 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

The meeting was called as a special meeting of the Board of Directors of the Albion Little River Fire Protection District for the purpose of meeting in closed session with legal counsel and consideration of changes to district bylaws and operations manual. No other business was considered at this special meeting.

1. **Call to order and determination of a quorum:** Called to order at 5:34 pm by President Chris Skyhawk. Board members Michael Issel, Alan Taeger, Debbi Wolfe present. Also present: District Counsel Terry Gross, Assistant Chief John Oakley and two members of the public. Board member Scott Roat arrived approximately 5:55 pm.
2. **Public communication to the board:** Mr. Al Lawrence requested an answer to his question "What will be the cost of litigation?"
3. **Closed session:** Conference with Legal Counsel-Anticipated Litigation. Significant Exposure to Litigation-One Case. Gov. Code Section. 54956.9 (d)(2). The board entered into closed session with District Counsel Terry Gross at 5:38 pm. Public session resumed at 6:27 pm.
4. **Report of action taken in closed session:** No action taken.
5. **Items for consideration and possible action:**
 - a. **Proposed bylaws revision.** Deliberation on proposed bylaws revisions resumed from point of suspension of review at the special meeting held on February 22, 2016. Due to a lack of consensus on the role of the board in the hiring of volunteer firefighters, changes proposed by Scott Roat to [Section 1190 – Personnel] (recommendations received from County Counsel Doug Losak at a Brown Act training workshop that appear to some board members to be in conflict with previous county counsel vetted existing district bylaws) President Chris Skyhawk will request clarification and advice on the question from current District Counsel Terry Gross before the board deliberates further on this section of the bylaws. Consensus is also pending (board members review of "Robert's Rules of Order") on proposal to substitute a reference to the use of "Robert's Rules of Order" in the conduct of meetings in place of current bylaws [Section 1100 – Board Meetings] Items 1. through 5. inclusive. There may also be additional potential revisions to be reviewed before overall revised bylaws consensus can be reached by the board. Deliberations on proposed bylaws revisions to be resumed at a future special meeting; date to be announced.
 - b. **Proposed Operations Manual revision.** Revision contingent on outcome of question in item 5.a. above. Item postponed to future special meeting.
 - c. **Proposed legal counsel review of bylaws and Operations Manual revisions.** Item postponed to future special meeting.
6. **Adjournment:** 7:50 pm.



SPECIAL MEETING MINUTES

Saturday, April 2, 2016, 3:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

The meeting was called as a special meeting of the Board of Directors of the Albion Little River Fire Protection District for the purpose of consultation with an apparatus vendor; discussion of issues regarding apparatus procurement. No other business was considered at this special meeting.

- 1. Call to order and determination of a quorum:** Called to order by President Chris Skyhawk at 3:10 pm. Board members Michael Issel and Alan Taeger present (quorum). Board members Debbi Wolfe and Scott Roat absent. Also present: Chief Ted Williams, Assistant Chief John Oakley, two firefighters, one member of the public.
- 2. Public communication to the board:** None.
- 3. Presentation by Jon Bauer, Consultant with Pierce Manufacturing Inc.:** Mr. Bauer introduced himself as a retired Battalion Chief of the Redding Fire Department, currently a consultant and sales representative for Golden State Fire Apparatus Company since 1990. Golden State Fire Apparatus was established in 1989 as the exclusive dealer and factory service provider of Pierce fire apparatus for Northern California. Pierce is a fire apparatus manufacturer in business for 102 years, has a 52% market share of fire apparatus manufacturing in the US and a global presence in the fire apparatus market, manufacturing ~25,000 units/year on commercial and custom chassis. Mr. Bauer presented an overview of Golden State Fire Apparatus Company and of Pierce Manufacturing, including a five page hand-out titled "Why Buy Pierce Manufacturing Apparatus" and two brochures from Pierce Manufacturing, one titled "Commercial Chassis", and the other titled "Foam Systems". Mr. Bauer, Chief Williams and Director Michael Issel related that they had spent time prior to the meeting reviewing and revising detailed specifications for a proposed new fire engine for ALRFPD which have been developed in consultations over the last couple of months. Chief Williams reported that he is satisfied with the specifications proposed and is ready to pursue possible purchase options. Mr. Bauer reported that he will provide finalized written specifications and pricing to the district within a few days, with detailed drawings to follow. Various possible financing options were discussed, including financing through PNC, a subsidiary of Oshkosh Corporation, parent of Pierce Manufacturing, and other, independent public financing organizations sourced by ALRFPD. Rules and procedures regarding competitive bidding processes were also discussed: Mr. Bauer and Director Issel explained the process of purchasing apparatus to ALRFPD exact specifications compliant with state statutes through one of two available purchasing consortia.
- 4. Adjournment:** 4:26 pm.



RESCHEDULED REGULAR MEETING APRIL 20, 2016 CORRESPONDENCE REPORT

- March 9, 2016 -Public Records Act document request hand delivered to members of the board at the regular board meeting by Karen Calvert.
- March 21, 2016 -Received letter by USPS from Mendocino County Planning and Building Department dated March 7, 2016 announcing final adoption of Little River I Road name change to Road 19 and final adoption of Little River F Road name change to Sundew Lane.
-Received letter and poster by USPS from Gunnick's Harley Davidson in Ukiah, CA dated March 3, 2016 announcing a "First Responders Appreciation Event" to be held March 23, 2016 at their dealership.
-Received catalog by USPS from Lynn Card Company with fire department themed greeting card offerings.
-Received California Special Districts Association 2016 General Manager Leadership Summit announcement/catalog by USPS. Conference to be held at Squaw Valley, CA June 12-14, 2016.
- March 24, 2016 -Received letter by USPS from The Community Foundation dated March 7, 2016 announcing award of \$5,000 strategic planning grant to ALRFPD.
- April 7, 2016 -Received thank you card and donation dated March 28, 2016 by USPS from Beverly Englehardt.
-Received letter by USPS from Golden State Risk Management Authority dated March 24, 2016 with information about available employee healthcare offerings.
- April 12, 2016 -Received email from Shari Schapmire, Mendocino County Treasurer, with current county investment reports.
-Received email from GSRMA with estimated FY2016-2017 insurance rates.
- April 13, 2016 -Received letter by certified US mail from Mendocino Local Agency Formation Commission (LAFCO) with proposed budget for FY 2016-2017 and notice of public hearing to be held June 6, 2016 to adopt budget for FY 2016-2017.
-Received letter with enclosed check from The Community Foundation presented for strategic planning grant at grant awards ceremony at Silver's at the Warf Restaurant.
- April 15, 2016 -Received "Special Notice to Taxing Agents" by USPS from Shari Schapmire with list of tax defaulted parcels in the county up for public auction to be held on June 10-13, 2016.

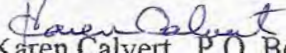
To: Albion Little River Fire Protection District

Pursuant to the California Public Records Act (Gov't Code Section 6250 et seq), I request the following documents:

1. Any and all documents, specifically including, but not limited to, correspondence including internal correspondence, agendas, meeting minutes, audio recordings, resolutions, ordinances, staff reports, notes, drafts retained by the District, emails and texts regarding Fire Protection District business on public or personal email/phone accounts, and studies or other reports from February 1, 2014 to the present, regarding the Measure M Special Tax passed by the voters on November 4th, 2014. Documents subject to attorney-client privilege are not included in the request. Please specifically include any documents to/from or about Calfire, and any records containing the name "Karen Calvert" or "Jim" or "James Calvert". Also, please include any records which contain one or more of the following words or phrases: timber land, forest land, resource land, Measure M, Mendocino Redwood Company or "MRC", fire fighting in forests, State Responsibility Area (SRA), Non-industrial Timber Management Plan, Timber Management Plan, \$75, \$40 or special tax. Emails/texts or other written correspondence between the Chief and the Directors is considered public.
2. Any records regarding Ordinance No. 04-09-14.
3. Any records regarding Resolution 07-09-14.
4. A copy of the tax roll filed with the Mendocino County Auditor/Assessor/Tax Collector in approximately August, 2015, utilized to collect the Measure M Special Tax.
5. A copy of the materials ("packet") that the district placed in the record for the January, 14, 2016, meeting after the date of the meeting.
6. A copy of all materials added to the ALRFPD website since November 2015 in the "Agendas/Minutes" sections of 2014 and 2015 and a list of all items from 2014 and 2015 that have been deleted from the website since January 1, 2015.
7. Documents specifically created after the date of the Measure M Special Tax vote to interpret or to apply the tax.
8. Any appeal form adopted for the Special Tax approved by the voters on November 4, 2014.
9. Records regarding the Measure M Special Fire and Rescue Tax appeal policy, its adoption, modification, or application, and specifically including appointment of the appeals board as well as notices and records of its meetings.
10. Records protesting Ordinance No. 04-14.
11. Emails to or from Chris Skyhawk (President), Scott Roat, Bob Canclini (former director), Deborah Wolfe, Sam Levine (former board member), Richard Riley (former

board member), Michael Issel, Alan Taeger or Ted Williams (fire chief) regarding interpretation of the tax adopted pursuant to Ordinance No. 04-09-14.

The public Records act provides that you respond to this request within 10 calendar days of its receipt. I do not anticipate a delay in providing such materials since they should be immediately available given the recent appeals. Please note that the Public Records Act requires retention of special district documents for specified periods of time. Please notify the undersigned when the materials have been gathered so that they may be reviewed prior to copying.


Karen Calvert, P.O. Box 70, Albion, CA 95410-0070



COUNTY OF MENDOCINO

DEPARTMENT OF PLANNING AND BUILDING SERVICES

860 NORTH BUSH STREET. • UKIAH • CALIFORNIA • 95482

120 WEST FIR STREET. • FORT BRAGG. • CALIFORNIA. • 95437

STEVE DUNNICLIFF, Director
Telephone 707-234-6650
FAX 707-463-5709
Ft. Bragg Phone 707-964-5379
Ft. Bragg Fax 707-961-2427
pbs@co.mendocino.ca.us
www.co.mendocino.ca.us/planning

March 7, 2016

TO: ELECTIONS/CLERK
SHERIFF/ATTN: 911
PLANNING & BUILDING SERVICES
TREASURER/TAX COLLECTOR
INFORMATION SERVICES: Leif Farr
ENVIRONMENTAL HEALTH
DEPARTMENT OF TRANSPORTATION
CAL FIRE ECC/ATTN: Unit Chief
PACIFIC GAS AND ELECTRIC COMPANY
ALBION-LITTLE RIVER FIRE DISTRICT
LITTLE RIVER POST OFFICE

FROM: RUSSELL FORD, Cartographer Planner/Address Coordinator

SUBJECT: Private road name change, Little River.

By Minute Order dated February 9th, 2016, the Board of Supervisors officially adopted the name **Road 19** for the private road formerly known as *Little River I Road*. Length and range of the road will remain the same, and the new address assignments are listed below.

<u>APN/Owner</u>	<u>Previous Address</u>	<u>New Address</u>
121-061-19/Halter	6861 Little River I Road	6861 Road 19
121-061-20/Harr	6781 Little River I Road	6781 Road 19
121-061-21/Porter	6831 Little River I Road	6831 Road 19
121-061-22/Benedetto	6901 Little River I Road	6901 Road 19
121-061-24/Mercado	6900 Little River I Road	6900 Road 19
121-062-33/O'Grady	6710 Little River I Road	6710 Road 19
121-062-34/Elliott	6720 Little River I Road	6720 Road 19
121-062-35/Salo	6700 Little River I Road	6700 Road 19
121-062-36/Crowningshield	6744 Little River I Road	6744 Road 19
121-080-08/Eisen	6400 Little River I Road	6400 Road 19

Please contact this office if you have questions or comments regarding this notice.

Thank you.



COUNTY OF MENDOCINO

DEPARTMENT OF PLANNING AND BUILDING SERVICES

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March 7, 2016

TO: ELECTIONS/CLERK
SHERIFF/ATTN: 911
PLANNING & BUILDING SERVICES
TREASURER/TAX COLLECTOR
INFORMATION SERVICES: Leif Farr
ENVIRONMENTAL HEALTH
DEPARTMENT OF TRANSPORTATION
CAL FIRE ECC/ATTN: Unit Chief
PACIFIC GAS AND ELECTRIC COMPANY
ALBION-LITTLE RIVER FIRE DISTRICT
LITTLE RIVER POST OFFICE

FROM: RUSSELL FORD, Cartographer Planner/Address Coordinator

SUBJECT: Private road name change, Little River.

By Minute Order dated February 9th, 2016, the Board of Supervisors officially adopted the name **Sundew Lane** for an unnamed private road in Little River. Sundew Lane is an east/west oriented road, approximately .40 miles long. Cross streets are Road 16 at its west end and Road 18 at the east. The range for Sundew Lane is 41250 – 41650. New address assignments are show below.

<u>APN/Owner</u>	<u>Previous Address</u>	<u>New Address</u>
121-062-21/Loy	41301 Little River F Rd.	41333 Sundew Lane
121-062-20/Thoman	41381 Little River F Rd.	41381 Sundew Lane
121-062-19/Kishbaugh	41461 Little River F Rd.	41461 Sundew Lane
121-062-17/Lacey	41600 Little River F Rd.	41600 Sundew Lane
121-062-18/Kang	41460 Little River F Rd.	41460 Sundew Lane

Please contact this office if you have questions or comments regarding this notice.

Thank you.

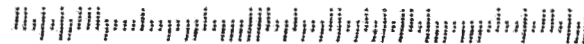
2851
DEPARTMENT OF PLANNING
& BUILDING SERVICES
MENDOCINO COUNTY
860 NORTH BUSH STREET
UKIAH, CA 95482

rec'd 21 Mar 16

ALBION-LITTLE ROCK FIRE
PO Box 631
ALBION, CA 95410



9541030534 5005





Gunnink's Harley-Davidson

2600 N. State St., Ukiah, CA 95482-3025

Phone: 707-462-1672 Ext 103

Fax: 707-376-4206

March 3, 2016

Ladies & Gentlemen,

On Wednesday, March 23rd between 5:00-7:00 pm, it is our privilege to host a First Responders Appreciation Event at our dealership to pay tribute to the law enforcement, firefighters, emergency medical technicians and all others whose service and sacrifice keep our local community secure.

We would be honored if staff from your location could attend. Enclosed you will find a poster of the event that we hope you will display to inform your team.

There has been a long and important connection between first responders and Harley-Davidson. We share many of the same values - honesty, integrity and camaraderie. Our purpose and passion are to fulfill the dreams of personal freedom for our customers. And we understand how much your work makes this possible.

We will have food and drinks, an in-store Poker Run and a dealer tour. Prizes awarded for the best Poker hands! Meet our staff and learn about the Harley-Davidson Learn to Ride program. Riders and non-riders welcome, we invite all active and former First Responders. We hope you can stop by to get to know Harley-Davidson and let us say thank you.

Please RSVP to annie@gunninkshd.com or feel free to contact us directly for more information or to reserve some space for your team at (707)462-1672 ex.103.

We look forward to meeting you,

Annie Gunnink
Marketing Manager
Gunnink's Harley-Davidson®



March 7, 2016

Michael Issel
Albion-Little River Fire Protection District
P.O. Box 634
Albion, CA 95410

Dear Michael:

At its March meeting, the Board of Directors of the Community Foundation of Mendocino County awarded a grant in the amount of \$5,000.00 to Albion-Little River Fire Protection District. These funds are intended for the Albion-Little River Fire Protection District Strategic Plan project.

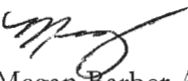
This grant is made possible through contributions of private individuals to the Community Endowment Fund.

Your signature on the enclosed Grant Terms forms the contract between the Albion-Little River Fire Protection District and The Community Foundation of Mendocino County. Please read the document carefully since it outlines the conditions of the grant and its reporting and publicity requirements. Retain the copy and return the original to our office at your earliest convenience, and no later than March 28, 2016.

If possible, our Board members and Regional Advisors would like to present your grant check in person. We intend to host a local check reception on April 13 at Silver's on the Wharf from 5:00-6:30 p.m. and hope you and a few of your Board members will join us. We will contact you shortly regarding the details.

The Community Foundation appreciates the important contribution the Albion-Little River Fire Protection District makes in the lives of Mendocino County residents. Please keep it up!

Warmly,


Megan Barber Allende
Operations & Philanthropic Services Manager


Michelle Rich
Program Officer

Board of Directors: Judith Bailey • Winston Bowen • Paula Cohen • John Dixon • Claire Ellis •
Katie Gibbs • Gayle Greene • Monte Hill • James King • Jim Little • Jim Moorehead •
Greg Nelson • Francine Selim • Santiago Simental • Orion Walker • Stephen Ward •
Board Emeritus: Robert Armanino • Hon. Conrad L. Cox • Sharon DiMauro • Rudy Light •
Lee Lowery • Jim Mayfield • Thomas Parducci • Diane Pauli • Herb Pruett • Pearl Watts •
President/CEO: Susanne Norgard • **Operations & Philanthropic Services Manager:** Megan Barber Allende •
Program Officer: Michelle Rich • **Administrative Coordinator:** Neil DiBernardo •

The Community Foundation of Mendocino County
GRANT AGREEMENT FOR COMPETITIVE GRANTS

Grant Date: 3/1/2016

Grant Term: 4/1/2016 - 4/30/2017

By acceptance of this grant for the purpose of **providing a facilitator/consultant to work with the Board of Directors and key stakeholders to develop a strategic plan consistent with the recommended best practices from local agencies, ISO, and insurance company**, the undersigned agrees to the following grant terms and conditions:

1. To use the grant funds fully for charitable purposes;
2. To inform the Foundation immediately in writing if there is any change to: (a) the intended use of the grant funds; (b) the Grantee's legal or tax status; (c) the Grantee's executive or key staff responsible for achieving the grant purposes; (d) the Grantee's ability to expend the grant for the intended purpose; and (e) any expenditure from this grant for any purpose other than those for which the grant was intended.
3. To return to the Foundation any unexpended grant funds if the Foundation, in its sole discretion, determines the Grantee has not performed in accordance with these terms and conditions including, but not limited to, not completing the work of the grant in substantial compliance with the Grantee's application, or in the event of any change in or challenge by the IRS of your status as a "public charity,"
4. To allow the Foundation to include information about this grant in the Foundation's periodic public reports, newsletter, news releases, social media postings, and on the Foundation's website.

The Grantee also agrees that it may **not** use any of its grant funds:

1. For political contributions or to support political campaigns or lobbying;
2. To influence the outcome of or participate in any public election or to carry on, directly or indirectly, any voter registration drive;
3. For purposes other than those which are religious, charitable, scientific, literary, or educational within the meaning of Section 170 (c)(2)(B) of the Internal Revenue Code;
4. For purposes other than those stated in the grant award.

As a Grantee of The Community Foundation of Mendocino County, you will be asked to complete a Final Grant Report by May 1, 2017. To complete the report, go to: https://www.GrantRequest.com/SID_2295?SA=AM. If you do not already have an online account, you will receive an email with login instructions. If the grant is for operations, an annual report, or periodic updates on your activities will suffice.

Please acknowledge the support provided by the Community Foundation of Mendocino County in marketing materials, brochures, event programs or other publications directly related to this grant. The Community Foundation would also appreciate it if the Grantee would acknowledge the Community Foundation on its website (with a link to www.communityfound.org embedded in the text). When practical, the Community Foundation would also like to be verbally acknowledged at public events made possible through this grant.

To acknowledge the receipt and understanding of the above, and to receive the grant award, please sign the enclosed copy of this letter and return it to the Community Foundation by March 28, 2016. Please do not hesitate to call the office with any questions.

To be completed by Organization representatives:

Organization: **Albion-Little River Fire Protection District**

Name, Title: _____

Signature: _____

Date: _____

The Community Foundation of Mendocino County
204 South Oak Street, Ukiah, CA 95482
Phone: 707-468-9882 FAX: 707-468-5529

The Community Foundation of Mendocino County
GRANT AGREEMENT FOR COMPETITIVE GRANTS

Grant Date: 3/1/2016

Grant Term: 4/1/2016 - 4/30/2017

COPY

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3. To return to the Foundation any unexpended grant funds if the Foundation, in its sole discretion, determines the Grantee has not performed in accordance with these terms and conditions including, but not limited to, not completing the work of the grant in substantial compliance with the Grantee's application, or in the event of any change in or challenge by the IRS of your status as a "public charity,"
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Organization: **Albion-Little River Fire Protection District**

Name, Title: _____

Signature: _____

Date: _____

The Community Foundation of Mendocino County
204 South Oak Street, Ukiah, CA 95482
Phone: 707-468-9882 FAX: 707-468-5529

THE COMMUNITY
FOUNDATION
OF MENDOCINO COUNTY

204 South Oak Street, Ukiah, CA 95482

SAN FRANCISCO
CA 940
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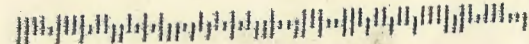


Michael Issel
Albion-Little River Fire Protection
District
P.O. Box 634
Albion, CA 95410

rec'd 24 Mar 16

For GOOD. For HERE. For EVER.

55410063434



GOLDEN STATE
RISK MANAGEMENT AUTHORITY

Innovative programs, personalized service

March 24, 2016

Albion-Little River Fire Protection District
32600 Albion Ridge Road
Albion, CA 95410

Dear Member

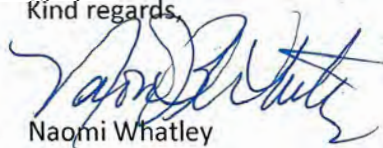
Offering health coverage to employees can be a complicated and expensive endeavor. That is why Golden State Risk Management Authority makes the EIAHealth Small Group Program available to our members. Time and again, we have provided expert assistance and significant savings to districts through this program.

If you have a few moments, let's discuss your current situation and whether EIAHealth is right for your district. If so, I can show you how we can help you make the switch as simple and easy as possible.

(Note: For those currently enrolled in CalPERS for health coverage, you only have 60 days after CalPERS posts their rates in late June to switch programs. So, don't delay!)

We want what's best for your district. Contact me soon to see what we can do for you.

Kind regards,



Naomi Whatley
Employee Benefits Specialist

California Association of Joint Powers Authorities Accredited with Excellence since 1992

P.O. Box 706 • Willows, CA 95988 • 530 934-5633 • 530 934-8133 • www.gsrma.org



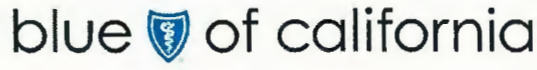
**Healthcare Costs Continue to Escalate!
Know your Alternatives!**

The EIAHealth, Small Group Program was created to provide smaller public agencies with a cost-effective alternative to their current health and benefits plans, with all the benefits of a large group program. In addition, the program is managed for stability. It avoids wide rate swings, such as CalPERS, making it easier for smaller entities to incorporate into annual budgets.

Tailored for the 2-250 group size, this dynamic program offers:

- HMO, PPO, EPO & HDHP Options
- Pooled Purchasing Power
- Regional Rates

EIAHealth, Small Group represents the best carrier partners:



EXPRESS SCRIPTS®

HOW DO WE COMPARE?

Plan Year Renewals	EIAHealth		
	Small Group PPO Other Northern	CA PPO Trend	PERSChoice PPO Other Northern
2014	1.4%	9.0%	-1.3%
2015	6.8%	9.0%	2.3%
2016	8.5%	9.0%	21.3%
Average	5.6%	9.0%	7.4%

EIAHealth consistently outperforms the marketplace!

Now is the time to review your healthcare alternatives! The EIAHealth plan is provided through GSRMA. To find out more or request a quote,

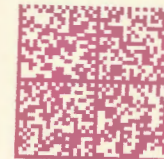
Please contact:

Naomi Whatley
Employee Benefits Specialist
Email: empben@gsrma.org
Phone: 530-934-5633

GOLDEN STATE
RISK MANAGEMENT AUTHORITY

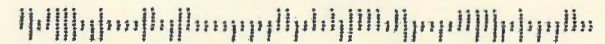
Innovative programs, personalized service

P.O. Box 706 • Willows, CA 95988



PITNEY BOWES
02 1P **\$ 000.48⁵**
0001975962 MAR 24 2016
MAILED FROM ZIP CODE 95988

9541089755 HC71





PORTFOLIO CHARACTERISTICS

Average Duration	0.97
Average Coupon	0.68 %
Average Purchase YTM	0.67 %
Average Market YTM	0.74 %
Average S&P/Moody Rating	AA+/Aa1
Average Final Maturity	1.04 yrs
Average Life	0.98 yrs

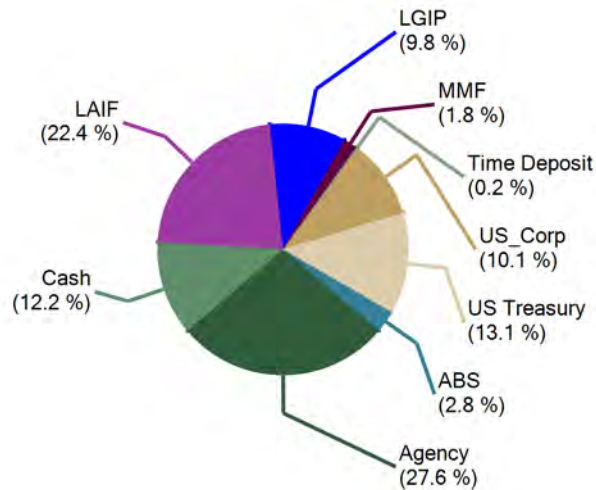
ACCOUNT SUMMARY

	Beg. Values as of 11/30/15	End Values as of 12/31/15
Market Value	176,261,882	223,449,141
Accrued Interest	224,958	301,491
Total Market Value	176,486,840	223,750,632
Income Earned Cont/WD	93,253	108,045
Par	176,384,300	223,907,214
Book Value	176,333,836	223,696,357
Cost Value	176,558,905	223,892,503

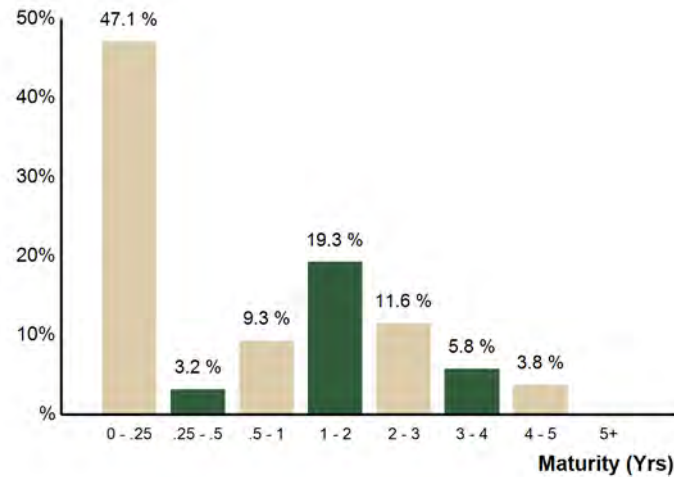
TOP ISSUERS

Issuer	% Portfolio
Local Agency Investment Fund	22.4 %
Government of United States	13.1 %
Custodial Checking Account	11.8 %
Federal National Mortgage Assoc	9.9 %
CAMP	9.8 %
Federal Home Loan Bank	7.7 %
Federal Home Loan Mortgage Corp	6.2 %
Federal Farm Credit Bank	3.9 %
	84.7 %

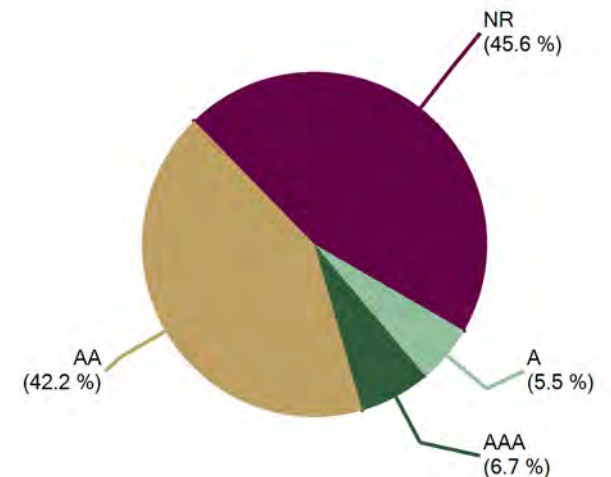
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)





County of Mendocino Consolidated

December 31, 2015

COMPLIANCE WITH INVESTMENT POLICY

This portfolio is a consolidation of assets managed by Chandler Asset Management and assets managed internally by Client. Chandler relies on Client to provide accurate information for reporting assets and producing this compliance statement.

Category	Standard	Comment
Municipal Issues	"A" or rated within the four highest general classification by a NRSRO; 5% per issuer	Complies
Treasury Issues	No limitation	Complies
Agency Issues	25% per issuer	Complies
Supranationals	30% max; 5% per issuer; "AA" rated or higher by two NRSROs; Issued by: IBRD, IFC, IADB	Complies
Banker's Acceptances	40% max; 5% per issuer; 180 days maturity; "A-1" or higher short term ratings by two NRSROs; "A" or higher by two NRSROs, if long term debt	Complies
Commercial Paper	40% max; 5% per issuer; 270 days maturity; "A-1" or higher short term ratings by two NRSROs; "A" or higher by two NRSROs, if long term debt	Complies
Negotiable Certificates of Deposit	30% max (includes CDARS); 5% per issuer; "A" or higher long term ratings by two NRSROs; "A-1" or higher short term ratings by two NRSROs;	Complies
Medium Term Notes	30% max; 5% per issuer; "A" rated or better by two NRSROs; Issued by corporations organized and operating within U.S.	Complies
Money Market Mutual Funds	20% max; 5% per fund; "AAA"-rated by two NRSROs or SEC registered adviser	Complies
FDIC insured Time Deposits/ Certificates of Deposit	Amount per institution limited to the max covered under FDIC; 20% max (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Collateralized Time Deposits/ Certificates of Deposit	20% max (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Asset Backed Securities (ABS) and Mortgage Pass Throughs (MPTs)	20% max; "AA"- rated or better by two NRSROs; "A" or higher for the issuer's debt by two NRSROs	Complies
Local Agency Investment Fund	Program limitation	Complies
Repurchase Agreements	No limitation; 1-year maximum maturity	Complies
Prohibited Securities and activities	Reverse repurchase agreements; CMOs; security lending; futures and options; inverse floaters; ranges notes; interest-only strips from mortgaged backed securities; zero interest accrual securities	Complies
Maximum Callables	20% max of callable securities (does not include "make whole call")	Complies
Maximum Issuer	5% max (except US Government, its agencies and enterprises)	Complies
Maximum maturity	5 years maximum maturity	Complies



Holdings Report

As of 12/31/15

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
43814CAC3	Honda Auto Receivables 2013-1 A3 0.48% Due 11/21/2016	20,693.52	04/29/2014 0.26 %	20,706.45 20,693.52	99.98 1.07 %	20,688.82 2.76	0.01 % (4.70)	NR / AAA AAA	0.89 0.04
89231MAC9	Toyota Auto Receivables Owner 2014-A 0.67% Due 12/15/2017	783,473.04	03/11/2014 0.68 %	783,328.25 783,419.60	99.79 1.08 %	781,818.34 233.30	0.35 % (1,601.26)	Aaa / AAA NR	1.96 0.51
43814GAC4	Honda Auto Receivables 2014-2 A3 0.77% Due 3/19/2018	1,022,753.99	05/13/2014 0.52 %	1,022,631.05 1,022,697.41	99.72 1.21 %	1,019,900.51 284.38	0.46 % (2,796.90)	Aaa / AAA NR	2.22 0.64
47787VAC5	John Deere Owner Trust 2014-A A3 0.92% Due 4/16/2018	1,196,387.14	04/02/2014 0.93 %	1,196,195.48 1,196,305.40	99.79 1.28 %	1,193,825.68 489.19	0.53 % (2,479.72)	Aaa / NR AAA	2.29 0.60
43814HAC2	Honda Auto Receivables 2014-3 A3 0.88% Due 6/15/2018	1,035,000.00	08/12/2014 0.83 %	1,034,800.35 1,034,894.34	99.75 1.19 %	1,032,429.06 404.80	0.46 % (2,465.28)	NR / AAA AAA	2.46 0.80
477877AD6	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	1,180,000.00	08/26/2014 1.08 %	1,179,742.29 1,179,849.21	99.53 1.53 %	1,174,502.38 561.16	0.53 % (5,346.83)	Aaa / NR AAA	2.88 1.01
89236WAC2	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	1,090,000.00	02/24/2015 1.00 %	1,089,835.19 1,089,881.47	99.73 1.31 %	1,087,080.98 542.58	0.49 % (2,800.49)	Aaa / AAA NR	3.13 1.42
Total ABS		6,328,307.69	0.85 %	6,327,239.06 6,327,740.95	1.28 %	6,310,245.77 2,518.17	2.82 % (17,495.18)	Aaa / AAA Aaa	2.51 0.84
AGENCY									
313382B77	FHLB Note 0.42% Due 2/12/2016	1,700,000.00	02/22/2013 0.46 %	1,697,960.00 1,699,920.81	100.03 0.19 %	1,700,440.30 2,756.83	0.76 % 519.49	Aaa / AA+ AAA	0.12 0.11
313384XP9	FHLB Discount Note 0.35% Due 6/1/2016	1,000,000.00	06/29/2015 0.36 %	996,713.89 998,522.22	99.85 0.36 %	998,522.22 0.00	0.45 % 0.00	P-1 / A-1+ F-1+	0.42 0.42
313312XU9	FFCB Discount Note 0.37% Due 6/6/2016	2,500,000.00	08/14/2015 0.38 %	2,492,445.83 2,495,965.97	99.84 0.38 %	2,495,965.97 0.00	1.12 % 0.00	P-1 / A-1+ F-1+	0.43 0.43
313312XW5	FFCB Discount Note 0.35% Due 6/8/2016	1,500,000.00	07/31/2015 0.36 %	1,495,435.42 1,497,681.25	99.85 0.36 %	1,497,681.25 0.00	0.67 % 0.00	P-1 / A-1+ F-1+	0.44 0.44
313373SZ6	FHLB Note 2.125% Due 6/10/2016	375,000.00	01/04/2013 0.56 %	394,788.75 377,552.88	100.65 0.66 %	377,419.50 464.84	0.17 % (133.38)	Aaa / AA+ AAA	0.44 0.44
3135G0CM3	FNMA Note 1.25% Due 9/28/2016	1,450,000.00	05/29/2012 0.92 %	1,470,503.00 1,453,512.21	100.36 0.76 %	1,455,254.80 4,682.29	0.65 % 1,742.59	Aaa / AA+ AAA	0.75 0.74
3130A2T97	FHLB Note 0.5% Due 9/28/2016	2,000,000.00	04/28/2015 0.48 %	2,000,700.00 2,000,366.22	99.82 0.74 %	1,996,490.00 2,583.33	0.89 % (3,876.22)	Aaa / AA+ AAA	0.75 0.74
3137EADS5	FHLMC Note 0.875% Due 10/14/2016	1,350,000.00	10/24/2013 0.70 %	1,357,020.00 1,351,856.90	100.07 0.78 %	1,350,997.65 2,526.56	0.60 % (859.25)	Aaa / AA+ AAA	0.79 0.78
3130A0C65	FHLB Note 0.625% Due 12/28/2016	1,700,000.00	Various 0.78 %	1,692,252.50 1,697,348.41	99.78 0.85 %	1,696,273.60 88.54	0.76 % (1,074.81)	Aaa / AA+ AAA	0.99 0.99
3133EEHY9	FFCB Note 0.7% Due 1/13/2017	750,000.00	02/20/2015 0.71 %	749,902.50 749,946.59	100.01 0.69 %	750,103.50 2,450.00	0.34 % 156.91	Aaa / AA+ AAA	1.04 1.02
3133786Q9	FHLB Note 1% Due 2/13/2017	1,725,000.00	10/17/2012 0.75 %	1,743,285.00 1,729,736.27	100.12 0.89 %	1,727,106.23 6,612.50	0.77 % (2,630.04)	Aaa / AA+ AAA	1.12 1.10



Holdings Report

As of 12/31/15

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3137EADT3	FHLMC Note 0.875% Due 2/22/2017	1,700,000.00	02/24/2014 0.77 %	1,705,142.50 1,701,970.27	99.95 0.92 %	1,699,114.30 5,330.21	0.76 % (2,855.97)	Aaa / AA+ AAA	1.15 1.13
3137EADC0	FHLMC Note 1% Due 3/8/2017	1,650,000.00	10/29/2013 0.83 %	1,659,108.00 1,653,211.96	100.08 0.93 %	1,651,367.85 5,179.17	0.74 % (1,844.11)	Aaa / AA+ AAA	1.19 1.17
3135G0ZB2	FNMA Note 0.75% Due 4/20/2017	1,900,000.00	05/27/2014 0.78 %	1,898,214.00 1,899,198.16	99.72 0.97 %	1,894,613.50 2,810.42	0.85 % (4,584.66)	Aaa / AA+ AAA	1.30 1.29
3133EEZR4	FFCB Note 0.6% Due 4/21/2017	1,700,000.00	05/11/2015 0.67 %	1,697,603.00 1,698,393.00	99.49 0.99 %	1,691,355.50 1,983.33	0.76 % (7,037.50)	Aaa / AA+ AAA	1.31 1.29
3135G0JA2	FNMA Note 1.125% Due 4/27/2017	900,000.00	09/23/2013 1.08 %	901,548.00 900,569.14	100.17 1.00 %	901,486.80 1,800.00	0.40 % 917.66	Aaa / AA+ AAA	1.32 1.31
313379FW4	FHLB Note 1% Due 6/9/2017	1,710,000.00	Various 0.76 %	1,727,890.70 1,715,821.86	99.98 1.01 %	1,709,647.74 1,045.00	0.76 % (6,174.12)	Aaa / AA+ AAA	1.44 1.42
313379VE6	FHLB Note 1.01% Due 6/19/2017	2,000,000.00	05/29/2014 0.82 %	2,011,400.00 2,005,460.16	100.06 0.97 %	2,001,144.00 673.33	0.89 % (4,316.16)	Aaa / AA+ AAA	1.47 1.45
3137EADJ5	FHLMC Note 1% Due 7/28/2017	1,600,000.00	07/29/2013 1.17 %	1,589,550.40 1,595,888.92	99.83 1.11 %	1,597,339.20 6,800.00	0.72 % 1,450.28	Aaa / AA+ AAA	1.58 1.55
3135G0MZ3	FNMA Note 0.875% Due 8/28/2017	1,750,000.00	Various 1.12 %	1,732,254.00 1,743,018.88	99.66 1.08 %	1,744,037.75 5,231.78	0.78 % 1,018.87	Aaa / AA+ AAA	1.66 1.64
3130A62S5	FHLB Note 0.75% Due 8/28/2017	2,400,000.00	12/30/2015 1.07 %	2,387,328.00 2,387,348.91	99.50 1.06 %	2,387,966.40 6,150.00	1.07 % 617.49	Aaa / AA+ NR	1.66 1.64
3133EAY28	FFCB Note 0.83% Due 9/21/2017	695,000.00	09/21/2012 0.81 %	695,611.60 695,211.26	99.58 1.08 %	692,089.34 1,602.36	0.31 % (3,121.92)	Aaa / AA+ AAA	1.73 1.70
3135G0ZL0	FNMA Note 1% Due 9/27/2017	1,665,000.00	Various 1.08 %	1,660,879.95 1,662,704.82	99.77 1.13 %	1,661,247.09 4,347.50	0.74 % (1,457.73)	Aaa / AA+ AAA	1.74 1.71
3133EDDV1	FFCB Note 1.16% Due 10/23/2017	850,000.00	01/29/2015 0.87 %	856,630.00 854,395.62	100.21 1.04 %	851,791.80 1,862.44	0.38 % (2,603.82)	Aaa / AA+ AAA	1.81 1.78
3135G0PQ0	FNMA Note 0.875% Due 10/26/2017	1,600,000.00	12/15/2014 1.04 %	1,592,368.00 1,595,150.58	99.59 1.10 %	1,593,392.00 2,527.78	0.71 % (1,758.58)	Aaa / AA+ AAA	1.82 1.80
3133EAA32	FFCB Note 0.9% Due 11/15/2017	440,000.00	12/04/2014 1.06 %	437,923.20 438,679.80	99.53 1.15 %	437,943.44 506.00	0.20 % (736.36)	Aaa / AA+ AAA	1.88 1.85
3135G0RT2	FNMA Note 0.875% Due 12/20/2017	1,500,000.00	12/19/2013 1.29 %	1,475,917.50 1,488,148.31	99.52 1.12 %	1,492,803.00 401.04	0.67 % 4,654.69	Aaa / AA+ AAA	1.97 1.95
3135G0TG8	FNMA Note 0.875% Due 2/8/2018	2,000,000.00	04/28/2015 0.90 %	1,998,744.00 1,999,049.35	99.34 1.19 %	1,986,880.00 6,951.39	0.89 % (12,169.35)	Aaa / AA+ AAA	2.11 2.07
3137EADP1	FHLMC Note 0.875% Due 3/7/2018	2,000,000.00	04/28/2015 0.92 %	1,997,546.00 1,998,127.15	99.30 1.20 %	1,985,966.00 5,541.67	0.89 % (12,161.15)	Aaa / AA+ AAA	2.18 2.15
3130A55J4	FHLB Note 0.9% Due 4/23/2018	2,000,000.00	04/28/2015 0.96 %	1,996,720.00 1,997,463.27	99.17 1.27 %	1,983,320.00 3,400.00	0.89 % (14,143.27)	Aaa / AA+ NR	2.31 2.27
3135G0WJ8	FNMA Note 0.875% Due 5/21/2018	2,400,000.00	07/31/2014 1.49 %	2,345,846.40 2,366,066.34	99.06 1.27 %	2,377,502.40 2,333.33	1.06 % 11,436.06	Aaa / AA+ AAA	2.39 2.35



Holdings Report

As of 12/31/15

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3135G0E33	FNMA Note 1.125% Due 7/20/2018	1,575,000.00	06/04/2015 1.19 %	1,572,117.75 1,572,642.03	99.59 1.29 %	1,568,575.58 7,924.22	0.70 % (4,066.45)	Aaa / AA+ AAA	2.55 2.49
3133ED2C5	FFCB Note 1.95% Due 9/17/2018	225,000.00	06/05/2014 1.51 %	229,092.75 227,590.68	101.39 1.43 %	228,125.93 1,267.50	0.10 % 535.25	Aaa / AA+ AAA	2.72 2.62
3135G0E58	FNMA Note 1.125% Due 10/19/2018	1,700,000.00	08/27/2015 1.18 %	1,697,246.00 1,697,539.70	99.36 1.36 %	1,689,162.50 3,825.00	0.76 % (8,377.20)	Aaa / AA+ AAA	2.80 2.74
3137EADK2	FHLMC Note 1.25% Due 8/1/2019	2,000,000.00	04/28/2015 1.34 %	1,992,880.00 1,994,010.96	98.89 1.57 %	1,977,756.00 10,416.67	0.89 % (16,254.96)	Aaa / AA+ AAA	3.59 3.47
313380FB8	FHLB Note 1.375% Due 9/13/2019	660,000.00	10/30/2015 1.38 %	659,795.40 659,804.10	98.82 1.71 %	652,186.92 2,722.50	0.29 % (7,617.18)	Aaa / AA+ NR	3.70 3.57
3137EADM8	FHLMC Note 1.25% Due 10/2/2019	2,000,000.00	04/29/2015 1.44 %	1,983,422.00 1,985,945.63	98.64 1.63 %	1,972,738.00 6,180.56	0.88 % (13,207.63)	Aaa / AA+ AAA	3.76 3.64
3135G0ZY2	FNMA Note 1.75% Due 11/26/2019	1,300,000.00	06/30/2015 1.62 %	1,307,294.30 1,306,456.14	100.51 1.61 %	1,306,674.20 2,211.81	0.58 % 218.06	Aaa / AA+ AAA	3.91 3.75
3137EADR7	FHLMC Note 1.375% Due 5/1/2020	1,600,000.00	10/21/2015 1.38 %	1,599,579.20 1,599,597.27	98.46 1.75 %	1,575,313.60 3,666.67	0.71 % (24,283.67)	Aaa / AA+ AAA	4.34 4.17
3135G0F73	FNMA Note 1.5% Due 11/30/2020	2,400,000.00	12/29/2015 1.87 %	2,358,312.00 2,358,358.40	98.22 1.88 %	2,357,364.00 3,100.00	1.05 % (994.40)	Aaa / AA+ AAA	4.92 4.71
Total Agency		61,970,000.00	0.98 %	61,858,971.54 61,850,232.40	1.07 %	61,715,159.86 129,956.57	27.64 % (135,072.54)	Aaa / AA+ Aaa	1.88 1.84
CASH									
90CASH\$00	Cash Custodial Cash Account	716,633.67	Various 0.00 %	716,633.67 716,633.67	1.00 0.00 %	716,633.67 0.00	0.32 % 0.00	NR / NR NR	0.00 0.00
90CHECK\$1	Checking Deposit Bank Account	26,487,845.19	Various 0.00 %	26,487,845.19 26,487,845.19	1.00 0.00 %	26,487,845.19 0.00	11.84 % 0.00	NR / NR NR	0.00 0.00
Total Cash		27,204,478.86	N/A	27,204,478.86 27,204,478.86	0.00 %	27,204,478.86 0.00	12.16 % 0.00	NR / NR NR	0.00 0.00
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	50,000,000.00	Various 0.42 %	50,000,000.00 50,000,000.00	1.00 0.42 %	50,000,000.00 31,393.51	22.36 % 0.00	NR / NR NR	0.00 0.00
Total LAIF		50,000,000.00	0.42 %	50,000,000.00 50,000,000.00	0.42 %	50,000,000.00 31,393.51	22.36 % 0.00	NR / NR NR	0.00 0.00



Holdings Report

As of 12/31/15

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LOCAL GOV INVESTMENT POOL									
90CAMP\$00	Public Financial Management CAMP	22,000,000.00	Various 0.31 %	22,000,000.00 22,000,000.00	1.00 0.31 %	22,000,000.00 0.00	9.83 % 0.00	NR / NR NR	0.00 0.00
Total Local Gov Investment Pool		22,000,000.00	0.31 %	22,000,000.00	0.31 %	22,000,000.00 0.00	9.83 % 0.00	NR / NR NR	0.00 0.00
MONEY MARKET FUND FI									
261908107	Dreyfus Short-Intermediate Gov Treasury Cash Management Fd521	3,979,427.34	Various 0.09 %	3,979,427.34 3,979,427.34	1.00 0.09 %	3,979,427.34 0.00	1.78 % 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		3,979,427.34	0.09 %	3,979,427.34	0.09 %	3,979,427.34 0.00	1.78 % 0.00	Aaa / AAA Aaa	0.00 0.00
TIME DEPOSIT									
90MEND\$00	Savings Bank of Mendocino Coun Time Deposit 0.35% Due 3/3/2016	250,000.00	03/03/2015 0.35 %	250,000.00 250,000.00	100.00 0.35 %	250,000.00 70.49	0.11 % 0.00	NR / NR NR	0.17 0.17
90MEND\$01	MendoLake Credit Union Time Deposit 0.3% Due 3/31/2016	250,000.00	03/31/2015 0.30 %	250,000.00 250,000.00	100.00 0.30 %	250,000.00 2.08	0.11 % 0.00	NR / NR NR	0.25 0.25
Total Time Deposit		500,000.00	0.33 %	500,000.00	0.33 %	500,000.00 72.57	0.22 % 0.00	NR / NR NR	0.21 0.21
US CORPORATE									
037833AH3	Apple Inc Note 0.45% Due 5/3/2016	1,725,000.00	Various 0.53 %	1,721,119.25 1,724,520.88	99.97 0.55 %	1,724,396.25 1,250.63	0.77 % (124.63)	Aa1 / AA+ NR	0.34 0.34
06406HBX6	Bank of New York Note 2.3% Due 7/28/2016	1,325,000.00	Various 0.93 %	1,390,154.12 1,335,210.89	100.85 0.82 %	1,336,217.45 12,951.88	0.60 % 1,006.56	A1 / A AA-	0.58 0.57
742718DV8	Procter & Gamble Co Note 1.45% Due 8/15/2016	1,120,000.00	09/16/2013 0.97 %	1,135,523.20 1,123,321.17	100.26 1.03 %	1,122,903.04 6,135.11	0.50 % (418.13)	Aa3 / AA- NR	0.62 0.62
24422ERF8	John Deere Capital Corp Note 1.85% Due 9/15/2016	1,500,000.00	Various 1.10 %	1,538,376.75 1,507,780.45	100.56 1.06 %	1,508,337.00 8,170.83	0.68 % 556.55	A2 / A NR	0.71 0.70
458140AH3	Intel Corp Note 1.95% Due 10/1/2016	1,500,000.00	Various 0.86 %	1,553,867.54 1,512,115.53	100.62 1.11 %	1,509,360.00 7,312.51	0.68 % (2,755.53)	A1 / A+ A+	0.75 0.74
02665WAB7	American Honda Finance Note 1.125% Due 10/7/2016	1,590,000.00	Various 0.77 %	1,603,449.50 1,594,233.55	100.08 1.02 %	1,591,273.59 4,173.75	0.71 % (2,959.96)	A1 / A+ NR	0.77 0.76
674599CB9	Occidental Petroleum Note 1.75% Due 2/15/2017	970,000.00	03/08/2013 1.13 %	993,115.10 976,620.42	100.20 1.57 %	971,940.97 6,412.78	0.44 % (4,679.45)	A2 / A A	1.13 1.10
25468PCS3	Walt Disney Company Note 1.125% Due 2/15/2017	1,225,000.00	Various 0.93 %	1,233,734.25 1,227,618.77	100.11 1.03 %	1,226,325.45 5,206.25	0.55 % (1,293.32)	A2 / A A	1.13 1.11



Holdings Report

As of 12/31/15

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US CORPORATE									
17275RAT9	Cisco Systems Note 1.1% Due 3/3/2017	475,000.00	03/04/2014 0.97 %	476,800.25 475,703.94	100.08 1.03 %	475,399.95 1,712.64	0.21 % (303.99)	A1 / AA- NR	1.17 1.16
36962G5W0	General Electric Capital Corp Note 2.3% Due 4/27/2017	1,500,000.00	Various 1.31 %	1,548,780.60 1,519,102.32	101.23 1.36 %	1,518,409.50 6,133.33	0.68 % (692.82)	A1 / AA+ NR	1.32 1.30
91159HHD5	US Bancorp Callable Note Cont 4/15/2017 1.65% Due 5/15/2017	1,500,000.00	Various 1.20 %	1,521,893.60 1,508,473.31	100.30 1.41 %	1,504,533.00 3,162.50	0.67 % (3,940.31)	A1 / A+ AA	1.37 1.27
717081DJ9	Pfizer Inc. Note 1.1% Due 5/15/2017	515,000.00	05/12/2014 1.13 %	514,546.80 514,793.25	99.92 1.16 %	514,583.37 723.86	0.23 % (209.88)	A1 / AA A+	1.37 1.36
25468PCZ7	Walt Disney Company Note 0.875% Due 5/30/2017	500,000.00	05/30/2014 0.97 %	498,647.30 499,361.47	99.80 1.01 %	499,017.51 376.73	0.22 % (343.96)	A2 / A A	1.41 1.40
68389XAN5	Oracle Corp Note 1.2% Due 10/15/2017	1,400,000.00	01/13/2014 1.40 %	1,389,710.00 1,395,088.18	100.05 1.17 %	1,400,742.00 3,546.67	0.63 % 5,653.82	A1 / AA- A+	1.79 1.76
74005PBC7	Praxair Note 1.05% Due 11/7/2017	150,000.00	11/02/2012 1.06 %	149,941.50 149,978.34	99.11 1.54 %	148,667.10 236.25	0.07 % (1,311.24)	A2 / A NR	1.85 1.82
94974BFG0	Wells Fargo Corp Note 1.5% Due 1/16/2018	800,000.00	01/29/2015 1.41 %	801,960.00 801,356.36	99.57 1.71 %	796,592.00 5,500.00	0.36 % (4,764.36)	A2 / A AA-	2.05 1.99
459200HZ7	IBM Corp Note 1.125% Due 2/6/2018	1,480,000.00	02/03/2015 1.23 %	1,475,486.00 1,476,841.02	99.33 1.45 %	1,470,089.92 6,706.25	0.66 % (6,751.10)	Aa3 / AA- A+	2.10 2.05
808513AK1	Charles Schwab Corp Callable Note Cont 2/10/2018 1.5% Due 3/10/2018	1,250,000.00	03/03/2015 1.54 %	1,248,425.00 1,248,851.80	99.51 1.74 %	1,243,891.25 5,781.25	0.56 % (4,960.55)	A2 / A A	2.19 2.05
594918BG8	Microsoft Callable Note Cont. 10/03/20 2% Due 11/3/2020	2,000,000.00	12/03/2015 2.01 %	1,999,240.00 1,999,250.18	100.03 1.99 %	2,000,562.00 6,444.44	0.90 % 1,311.82	Aaa / AAA AA+	4.85 4.50
Total US Corporate		22,525,000.00	1.15 %	22,794,770.76 22,590,221.83	1.25 %	22,563,241.35 91,937.66	10.13 % (26,980.48)	A1 / AA- A+	1.50 1.44
US TREASURY									
912828VL1	US Treasury Note 0.625% Due 7/15/2016	1,000,000.00	Various 0.59 %	1,000,574.90 1,000,165.30	100.01 0.61 %	1,000,078.00 2,887.23	0.45 % (87.30)	Aaa / AA+ AAA	0.54 0.54
912828RF9	US Treasury Note 1% Due 8/31/2016	1,900,000.00	12/19/2012 0.51 %	1,934,221.21 1,906,159.82	100.20 0.69 %	1,903,858.90 6,420.33	0.85 % (2,300.92)	Aaa / AA+ AAA	0.67 0.66
912828WA4	US Treasury Note 0.625% Due 10/15/2016	1,900,000.00	Various 0.59 %	1,901,451.68 1,900,483.08	99.91 0.74 %	1,898,217.80 2,530.74	0.85 % (2,265.28)	Aaa / AA+ AAA	0.79 0.79
912828WF3	US Treasury Note 0.625% Due 11/15/2016	2,450,000.00	Various 0.66 %	2,447,854.57 2,449,310.15	99.87 0.78 %	2,446,746.40 1,977.16	1.09 % (2,563.75)	Aaa / AA+ AAA	0.88 0.87
912828C32	US Treasury Note 0.75% Due 3/15/2017	2,000,000.00	04/23/2014 0.86 %	1,993,834.83 1,997,427.27	99.86 0.87 %	1,997,110.00 4,450.55	0.89 % (317.27)	Aaa / AA+ AAA	1.21 1.20
912828TS9	US Treasury Note 0.625% Due 9/30/2017	1,950,000.00	Various 1.05 %	1,922,434.27 1,935,796.21	99.31 1.02 %	1,936,517.70 3,096.82	0.87 % 721.49	Aaa / AA+ AAA	1.75 1.73



Holdings Report

As of 12/31/15

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US TREASURY									
912828TW0	US Treasury Note 0.75% Due 10/31/2017	1,800,000.00	04/30/2014 1.13 %	1,776,451.34 1,787,692.15	99.47 1.04 %	1,790,438.40 2,299.45	0.80 % 2,746.25	Aaa / AA+ AAA	1.84 1.81
912828UA6	US Treasury Note 0.625% Due 11/30/2017	1,800,000.00	06/05/2014 1.07 %	1,772,654.47 1,784,984.66	99.17 1.06 %	1,785,094.20 983.61	0.80 % 109.54	Aaa / AA+ AAA	1.92 1.90
912828UZ1	US Treasury Note 0.625% Due 4/30/2018	2,500,000.00	Various 0.96 %	2,477,254.47 2,480,866.95	98.71 1.19 %	2,467,870.00 2,661.40	1.10 % (12,996.95)	Aaa / AA+ AAA	2.33 2.30
912828WD8	US Treasury Note 1.25% Due 10/31/2018	1,800,000.00	06/30/2015 1.14 %	1,806,615.41 1,805,611.43	99.86 1.30 %	1,797,469.20 3,832.42	0.81 % (8,142.23)	Aaa / AA+ AAA	2.84 2.77
912828A34	US Treasury Note 1.25% Due 11/30/2018	1,800,000.00	06/30/2015 1.17 %	1,804,927.91 1,804,198.00	99.83 1.31 %	1,796,976.00 1,967.21	0.80 % (7,222.00)	Aaa / AA+ AAA	2.92 2.85
912828SX9	US Treasury Note 1.125% Due 5/31/2019	2,000,000.00	04/28/2015 1.21 %	1,993,444.20 1,994,528.78	98.88 1.46 %	1,977,656.00 1,967.21	0.88 % (16,872.78)	Aaa / AA+ AAA	3.42 3.33
912828TC4	US Treasury Note 1% Due 6/30/2019	2,000,000.00	Various 1.20 %	1,986,251.82 1,986,652.90	98.35 1.49 %	1,966,954.01 54.94	0.88 % (19,698.89)	Aaa / AA+ AAA	3.50 3.42
912828UB4	US Treasury Note 1% Due 11/30/2019	2,000,000.00	12/04/2015 1.56 %	1,957,194.20 1,957,901.25	97.74 1.60 %	1,954,766.00 1,748.63	0.87 % (3,135.25)	Aaa / AA+ AAA	3.92 3.81
912828L65	US Treasury Note 1.375% Due 9/30/2020	2,500,000.00	12/30/2015 1.79 %	2,452,449.78 2,452,477.19	98.27 1.76 %	2,456,835.00 8,734.63	1.10 % 4,357.81	Aaa / AA+ AAA	4.75 4.56
Total US Treasury		29,400,000.00	1.05 %	29,227,615.06 29,244,255.14	1.15 %	29,176,587.61 45,612.33	13.06 % (67,667.53)	Aaa / AA+ Aaa	2.30 2.25
TOTAL PORTFOLIO		223,907,213.89	0.67 %	223,892,502.62 223,696,356.52	0.74 %	223,449,140.79 301,490.81	100.00 % (247,215.73)	Aa1 / AA+ Aaa	1.04 0.97
TOTAL MARKET VALUE PLUS ACCRUED						223,750,631.60			



COUNTY OF MENDOCINO

*501 Low Gap Rd., Room 1060
Ukiah, California 95482
Phone (707) 463-4321
Fax (707) 463-4166*

*Shari L. Schapmire
Treasurer-Tax Collector*

DATE: JANUARY 28, 2016
TO: MENDOCINO COUNTY POOL PARTICIPANTS
FROM: SHARI L. SCHAPMIRE, TREASURER-TAX COLLECTOR
SUBJECT: INVESTMENT REPORT – DECEMBER 31, 2015

Attached herewith is a listing of all investments held by the Mendocino County Investment Pool as of December 31, 2015. The investments have been made in accordance with the Investment Policy and are permitted investments according to current California law. Due to the nature of a public funds portfolio, it is mandatory that moneys be available to meet the monetary requirements inherent to operating a public entity. The attached Investment Report demonstrates that sufficient liquidity is available to meet anticipated expenditures during the next six months.

The primary and overriding objective for the investment pool is to protect the safety of the principal. The second objective is to ensure a sufficient portion of all funds are invested in securities providing a high degree of liquidity and availability. The third objective is to obtain a yield commensurate to current conditions; yield shall not be the driving force in determining which investments are to be selected for purchase. In the event all general objectives mandated by State law are met and created equal, investments in corporate securities and depository institutions will be evaluated for social and environmental concerns.

As discovered during numerous group and individual discussions over the past several years, there are differing ideas on what constitutes “socially responsible investing.” As previously reported to the governing body, pool participants, and members of the public, Calvert Social Index is a tool that continues to be utilized to ensure a data-driven balanced approach is maintained in the selection of securities. The Calvert Social Index includes 1,000 of the largest publicly traded companies in the United States selected using Calvert’s social criteria. These criteria relate to the environment, workplace issues, product safety, community relations, weapons contracting, international operations, and human rights. For a detailed look at the evaluation process, please visit Calvert Investment’s website at www.calvert.com/approach/how-we-invest/the-calvert-principles.

Effective January 1, 2016, the California State Treasurer increased the Local Agency Investment Fund (LAIF) from the current \$50 million to \$65 million. This program offers local agencies the opportunity to participate in a major portfolio, while at the same time meeting liquidity needs by having same-day access to funds.

Last month, as widely anticipated, the Federal Open Market Committee (FOMC) increased the fed funds target rate by .25% - from a range of 0.0%-0.25% to a range of 0.25%-0.50%; this was the first increase since June 2006. Although the projected increases moving forward will be gradual, this minor move by the Federal Reserve is a welcome development as it will create better reinvestment opportunities in the future.

As always, feel free to contact me directly with any questions or concerns.

Post Office Box 706
Willows, CA 95988

April 11, 2016

Albion-Little River Fire Protection District
Richard Riley
PO Box 634
Albion, CA 95410

Via email: ted@ted.net

RE: 2016-2017 PRELIMINARY CONTRIBUTION AMOUNTS

Dear Member:

Attached are your preliminary contribution amounts for the 2016 – 2017 fiscal year. The GSRMA Board of Directors reviewed preliminary rates at their March 9, 2016, meeting. The contribution amounts will be finalized and considered for approval at the May 11, 2016, Board of Directors meeting. In addition, the Board will consider a member dividend as well.

Our method for calculating some contribution amounts includes the use of exposure data such as payroll and/or the number of volunteer fire fighters (for fire departments.) For this, we have estimated your 16-17 payroll based on your latest reported estimate – in most cases your 15-16 budget. If this amount differs from what you are budgeting for 16-17, please contact us so we can make the adjustment.

This year, we continue our phase-in of an experience modifier (x-mod) for our contribution calculation methodology. The x-mod is a member agency's ratio of payroll vs. losses for the last 5 years compared to the rest of our members. An x-mod less than 1 means a member has low loss experience and a good ratio that lowers their contribution. An x-mod higher than 1 means a member may have claims resulting in an unfavorable ratio that increases their contribution. The purpose of the x-mod is to allocate total contribution as fairly as possible. It also is a way to encourage good safety and loss prevention practices by our member agencies.

Invoices for final contributions will be distributed June 1, 2016, and will be due July 1, 2016. Please review these amounts as soon as possible. If you require explanation or wish to discuss, please contact our Member Services team at memberservices@gsrma.org or call us at 530-934-5633.

Sincerely,



Scott Schimke, ARM
Risk Manager

Golden State Risk Management Authority
Preliminary Member Contribution
2016 – 2017 Fiscal Year

(Please note: These rates are preliminary and are provided to assist your organization in the preparation of its 2016 – 2017 budget. We use an estimate of your 16-17 payroll in our calculation of your total contribution so please contact us as soon as possible if this estimate differs from what you are budgeting for 16-17. Rates will be finalized and the Board will take action at their regular meeting on May 11. Invoices will be mailed June 1 and are due on July 1.)

(This is not an invoice. Please do not pay from this notice.)

ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT

2016 – 2017 Contribution Estimates

Workers' Compensation:	\$9,340
General Liability:	\$5,047
Property:	\$1,251
High Value Property:	\$0
Auto:	\$2,602
Mobile Equipment:	\$0
Watercraft:	\$287
Bond:	\$74
Pollution:	\$7
Total Contribution:	\$18,608

WC X-Mod: 1.123
GL X-Mod: 0.993

Estimated 16-17 payroll: **\$0 (Vol FF= 30)**

MENDOCINO

Local Agency Formation Commission

Ukiah Valley Conference Center ◊ 200 South School Street ◊ Ukiah, California 95482

Telephone: 707-463-4470 Fax: 707-462-2088 E-mail: eo@mendolafco.org Web: www.mendolafco.org

CHAIR

Jerry Ward
Public Member

Date: April 7, 2016

VICE CHAIR

Holly Madrigal
Willits City Council

To: Mendocino County, Cities, and Independent Special Districts

From: George Williamson, Executive Officer

TREASURER

Doug Hammerstrom
Fort Bragg City Council

Subject: Notice of Public Hearing to Adopt a Final FY 2016-17 LAFCo Budget

MEMBERS

Carre Brown
County Board
of Supervisors

John McCowen
County Board
of Supervisors

Theresa McNerlin
Ukiah Valley Sanitation District

The Mendocino Local Agency Formation Commission (LAFCo) is responsible under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 to adopt a proposed budget by May 1st and a final budget by June 15th. A mandatory review by local funding agencies is required between the two adoption periods. The legislation also specifies the proposed and final budgets shall - at a minimum - be equal to the budget adopted for the previous fiscal year unless LAFCo finds any reduced costs that will nonetheless allow the agency to meet its regulatory and planning duties.

Vacant

Special District Member

Enclosed is the proposed budget for fiscal year 2016-17, as approved by the Commission at a public hearing during its regular meeting on April 4, 2016. The draft proposed budget allocates use of the unrestricted fund balance to reduce overall agency apportionment fees (Account #4000) by \$5,000.00, compared to fiscal year 2015-16 levels. A subsequent hearing to adopt the final budget will be held on June 6, 2016.

ALTERNATE MEMBERS

Kevin Doble
Ukiah City Council

Dan Hamburg
County Board
of Supervisors

The Proposed FY 2016-17 operating expenses of \$189,295.00 are \$8,675.00 below the current year operating expenses, as amended.

Carol Rosenberg
Public Member

Angela Silver
Calpella County Water District

Copies of all related documents are on file and may be reviewed at the LAFCo office. If you cannot attend the public hearing described in this notice, you may submit written comments prior to the hearing. Please direct comments, questions, and requests to review documents to LAFCo, 200 South School Street, Ukiah, CA 95482; e-mail: eo@mendolafco.org; phone: (707) 463-4470.

Executive Officer
George Williamson

Counsel

Scott Browne

Analyst

Colette Metz

Commission Clerk

Elizabeth Salomone

Regular Meetings

First Monday
of each month
at 9:00 AM
at the Mendocino
County Board
of Supervisors Chambers
501 Low Gap Road

**Mendocino Local Agency Formation Commission
Operating Budget**

ACCOUNT #	DESCRIPTION	FY 2015-16 Amended	FY 2016-17 Proposed
REVENUE			
4000	LAFCO Apportionment Fees	\$125,000.00	\$120,000.00
4030	Application Filing Fees	\$33,900.00	\$30,000.00
4100	Service Charges	\$0.00	\$0.00
4800	Miscellaneous	\$0.00	\$0.00
4910	Interest Income	\$128.00	\$120.00
	Revenue Total	\$159,028.00	\$150,120.00
EXPENSES			
5300	Basic Services (split between sub-accounts)	\$59,000.00	\$0.00
5301	Executive Officer Contract	\$0.00	\$43,000.00
5302	Clerk Contract	\$0.00	\$19,000.00
5500	Rent (split between sub-accounts)	\$0.00	\$0.00
5502	Office Space	\$4,675.00	\$4,800.00
5503	Work Room	\$360.00	\$360.00
5600	Office Expenses (split between sub-accounts)	\$0.00	\$0.00
5601	Office Supplies (petty cash)	\$700.00	\$700.00
5603	Photocopy	\$1,000.00	\$1,000.00
5605	Postage	\$300.00	\$300.00
5607	Office Equipment	\$1,500.00	\$0.00
5700	Internet & Website Costs	\$1,200.00	\$1,200.00
5900	Publication and Legal Notices	\$2,000.00	\$2,000.00
6000	Televising Meetings	\$1,700.00	\$1,700.00
6100	Audit Services	\$3,025.00	\$3,025.00
6200	Bookkeeping	\$4,800.00	\$4,800.00
6300	Legal Counsel	\$6,000.00	\$6,000.00
6400	A-87 Costs County Services	\$2,010.00	\$2,010.00
6500	Insurance-General Liability	\$1,000.00	\$1,000.00
6600	Memberships (CALAFCO/CSDA)	\$2,000.00	\$2,100.00
6740	In-County Travel & Stipends	\$2,000.00	\$4,300.00
6750	Travel & Lodging Expense	\$2,500.00	\$5,000.00
6800	Conferences (Registrations)	\$3,000.00	\$3,000.00
7000	Barraco & Associates MSR Contract	\$6,300.00	\$0.00
7001	MSR Reviews - Admin	\$5,000.00	\$15,000.00
7501	SOI Updates	\$42,000.00	\$39,000.00
9000	Special District Training Support	\$12,000.00	\$0.00
	Operating Expense Total	\$164,070.00	\$159,295.00
8000	Application Filing Expenses	\$33,900.00	\$30,000.00
	Expense Total	\$197,970.00	\$189,295.00
	REVENUE/EXPENSE DIFFERENCE	-\$38,942.00	-\$39,175.00
	<i>(Negative balance indicates use of fund balance)</i>		
	Fund Balance		73,968.00
	<i>(As of December 31, 2015)</i>		
	Reserves Total		\$100,105.41
	<i>(As of December 31, 2015)</i>		

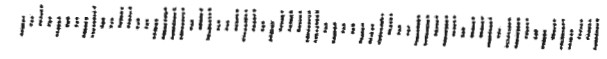
Mendocino LAFCo
200 School Street
Ukiah, CA
95482



Albion-Little River Fire Protection District
PO Box 634
Albion, CA
95410

FIRST NOTICE 4-9
SECOND NOTICE _____
RETURN 4-23

9541080634 5005



April 5, 2016

Michael Issel
Albion-Little River Fire Protection District
P.O. Box 634
Albion, CA 95410

Dear Michael:

Please find the enclosed check number 9153 in the amount of \$5,000.00 made payable to Albion-Little River Fire Protection District. These funds are intended to provide a facilitator/consultant to work with the Board of Directors and key stakeholders to develop a strategic plan consistent with the recommended best practices from local agencies, ISO, and insurance company.

This grant is made possible through contributions of private individuals to the Community Endowment Fund.

As a grantee of the Community Foundation of Mendocino County, you will be asked to complete a Final Grant Report no later than May 1, 2017. You will receive an email notifying you when the grant report is available online.

Thank you for your great work in the community!

Sincerely,



Michelle Rich
Program Officer

Board of Directors: Judith Bailey • Winston Bowen • Paula Cohen • John Dixon • Claire Ellis •
Katie Gibbs • Gayle Greene • Monte Hill • James King • Jim Little • Jim Moorehead •
Greg Nelson • Francine Selim • Santiago Simental • Orion Walker • Stephen Ward •
Board Emeritus: Robert Armanino • Hon. Conrad L. Cox • Sharon DiMauro • Rudy Light •
Lee Lowery • Jim Mayfield • Thomas Parducci • Diane Pauli • Herb Pruettt • Pearl Watts •
President/CEO: Susanne Norgard • **Operations & Philanthropic Services Manager:** Megan Barber Allende •
Program Officer: Michelle Rich • **Administrative Coordinator:** Neil DiBernardo •



COUNTY OF MENDOCINO

501 Low Gap Rd., Room 1060
Ukiah, California 95482
Phone (707) 234-6875
Fax (707) 463-4166

Shari L. Schapmire
Treasurer-Tax Collector

DATE: April 12, 2016
TO: ~~MENDOCINO COUNTY TAXING AGENCIES~~
FROM: SHARI L. SCHAPMIRE, TREASURER-TAX COLLECTOR
SUBJECT: SPECIAL NOTICE TO TAXING AGENCIES

Enclosed are a copy of the Board of Supervisors' approval notice and a list of all parcels approved for our upcoming public auction to be held on June 10-13, 2016. Per Revenue and Taxation Code Section 3700, upon providing notice to the Board of Supervisors as required by Section 3698, the Tax Collector shall forward one copy to the clerk or secretary of the governing board of each taxing agency, other than the county, having the right to levy taxes or assessments on the property.

A taxing agency is defined as a state, county, city, or district that assesses property for taxation purposes and levies taxes or assessments on the assessed property. A taxing agency may object to the sale of a parcel when it wants to either purchase the parcel for a public purpose or preserve its lien on the parcel. Providing this information allows the agencies time to review the parcels slated for sale and determine if they need to object to the sale of a particular parcel.

If you should have any questions or concerns regarding the proposed auction, please feel free to contact Kristy Pierce at (707) 234-6882.



MENDOCINO COUNTY BOARD OF SUPERVISORS
ONLINE AGENDA SUMMARY

BOARD AGENDA # 4(x)

- Arrangements for public hearings and timed presentations must be made with the Clerk of the Board in advance of public/media noticing
- Agenda Summaries must be submitted no later than *noon* Monday, 15 days prior to the meeting date (along with electronic submittals)
- Send 1 complete original single-sided set and 1 photocopy set – Items must be signed-off by appropriate departments and/or Co. Co.
Note: If individual supporting document(s) exceed 25 pages each, or are not easily duplicated, please provide 7 hard-copy sets)
- Transmittal of electronic Agenda Summaries, records, and supporting documentation must be emailed to: bosagenda@co.mendocino.ca.us
- Electronic Transmission Checklist: Agenda Summary Records Supp. Doc. If applicable, list other online information below
- Executed records will be returned to the department within one week. *Arrangements for expedited processing must be made in advance*

TO: Board of Supervisors DATE: January 28, 2016
 FROM: Treasurer-Tax Collector MEETING DATE: March 1, 2016
 DEPARTMENT RESOURCE/CONTACT: Shari L. Schapmire PHONE: 234-6884 Present On Call
 Consent Agenda Regular Agenda Noticed Public Hearing Time Allocated for Item: N/A

■ AGENDA TITLE: Adoption of Resolution Approving the Request to Sell Tax-Defaulted Property Subject to the Power of Sale

■ PREVIOUS BOARD/BOARD COMMITTEE ACTIONS: Board of Supervisors approves resolution annually. Board previously approved the attached resolution on July 21, 2015 for an auction held in October 2015.

■ SUMMARY OF REQUEST:
 Under California law, after a period of five years from the first year of tax-default, during which time the assessee retains the legal title to the property and has the privilege of redeeming it upon payment of the amount due, the tax collector records a Notice of Power to Sell Tax-Defaulted Property. Such property is subject to redemption as long as the property is not sold at auction. The tax collector has the authority to sell the tax-defaulted property at public auction, the minimum price at which property may be offered for sale, pursuant to Revenue and Taxation Code §3698.5(a), is an amount not less than the total amount necessary to redeem, plus costs.

Any parcels remaining unsold may be re-offered at a new sale within 90 days of the original sale date, pursuant to Revenue and Taxation Code §3692(e), with the option to offer the remaining parcels at a reduced minimum price, pursuant to Revenue and Taxation Code §3698.5(c).

The fact that anyone should lose their property for non-payment of property taxes is regrettable. Our tax laws, however, afford landowners and parties of interest fair notice, a liberal period of redemption, and adequate opportunities to contest irregularities. The primary purpose of public auction sales is to collect the unpaid taxes and to return the property to a revenue-generating status by conveying the property to another owner. Offering property for sale achieves this by either selling the property or forcing redemption.

Per Revenue and Taxation Code §3692(a) the tax collector shall attempt to sell tax-defaulted property within four years of the time that the property becomes subject to sale for nonpayment of taxes. If there are no acceptable bids at the attempted sale, the tax collector shall attempt to sell the property at intervals of no more than six years until the property is sold.

Provided for your review is a staff report detailing an unprecedented situation with Sale Lot #5 - Assessor's Parcel No. 013-910-1100, Assessed Owner - Harwood Products Inc.

■ SUPPLEMENTAL INFORMATION AVAILABLE ONLINE AT:

BOARD ACTION (DATE: 3/1/16): Approved Referred to _____ Other _____
 RECORDS EXECUTED: Agreement: _____ Resolution: 16-09 Ordinance: _____ Other _____

RESOLUTION NO. 16-019

RESOLUTION OF THE MENDOCINO COUNTY BOARD OF SUPERVISORS, STATE OF CALIFORNIA, APPROVING THE REQUEST TO SELL TAX-DEFAULTED PROPERTY SUBJECT TO THE POWER OF SALE

WHEREAS, pursuant to California Revenue and Taxation Code Section 3698, the tax collector requests approval to sell at Public Auction via Internet, for the stated minimum price, the tax defaulted property that is subject to the power of sale and described on the attached schedule, in accordance with Chapter 7 of Part 6 of Division 1 of the California Revenue and Taxation Code; and

WHEREAS, the tax collector further requests approval that in the event that any parcels remain unsold at the end of the auction, including those that were offered at a reduced minimum price – pursuant to Revenue and Taxation Code Section 3698.5 – those parcels are approved to be re-offered at a new sale within 90 days of the original sale date, pursuant to Revenue and Taxation Code Section 3692(e), with the option to offer the remaining parcels at a reduced minimum price, pursuant to Revenue and Taxation Code Section 3698.5.

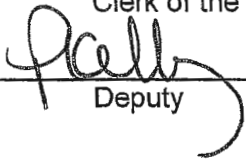
NOW THEREFORE, BE IT RESOLVED AND SO ORDERED, pursuant to the above notice and request, approval for said sale is hereby granted. The tax collector is directed to sell the property described in said Notice as provided for by law pursuant to Chapter 7 of Part 6 of Division 1 of the California Revenue and Taxation Code.

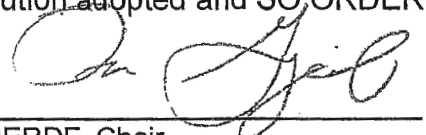
The foregoing Resolution introduced by Supervisor McCowen, seconded by Supervisor Woodhouse, and carried this 1st day of March, 2016, by the following vote:

AYES: Supervisors Brown, McCowen, Woodhouse, Gjerde and Hamburg
NOES: None
ABSENT: None

WHEREUPON, the Chair declared said Resolution adopted and SO ORDERED.

ATTEST: CARMEL J. ANGELO
Clerk of the Board


Deputy



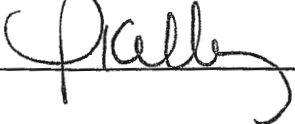
DAN GJERDE, Chair
Mendocino County Board of Supervisors

I hereby certify that according to the provisions of Government Code Section 25103, delivery of this document has been made.

APPROVED AS TO FORM:
KATHARINE ELLIOTT, Acting County Counsel



BY: CARMEL J. ANGELO
Clerk of the Board



**MENDOCINO COUNTY TAX COLLECTOR
INTERNET AUCTION
JUNE 10-13, 2016 &
BID4ASSETS.COM**

Supervisory
District

- 3 SALE LOT NO. 1
ASSESSOR'S PARCEL NO. 006-120-15
LAST ASSESSEE: WATTS, DEBORAH
MINIMUM BID: \$14,500.00
SITUS ADDRESS: 620 COAST ST., WI
- 3 SALE LOT NO. 2
ASSESSOR'S PARCEL NO. 006-133-29
LAST ASSESSEE: ROSS, CHARLES E. & MARIAN E.
MINIMUM BID: \$17,100.00
SITUS ADDRESS: 84 FRANKLIN AVE., WI
- 3 SALE LOT NO. 3
ASSESSOR'S PARCEL NO. 007-032-14
LAST ASSESSEE: JENSEN, MARJORIE L. C. 1/9
MINIMUM BID: \$2,700.00
SITUS ADDRESS: NO SITUS AVAILABLE
- 4 SALE LOT NO. 4
ASSESSOR'S PARCEL NO. 008-164-13
LAST ASSESSEE: MERTLE, GENE A. & DIANNA S. TTEES
MINIMUM BID: \$22,800.00
SITUS ADDRESS: 153 N. MCPHERSON ST., FB
- 3 SALE LOT NO. 5
ASSESSOR'S PARCEL NO. 013-910-11 (CONTAMINATED)
LAST ASSESSEE: HARWOOD PRODUCTS, INC.
MINIMUM BID: \$357,000.00
SITUS ADDRESS: NO SITUS AVAILABLE
- 3 SALE LOT NO. 6
ASSESSOR'S PARCEL NO. 014-190-65
LAST ASSESSEE: MUZIO, CANDYCE C.
MINIMUM BID: \$13,100.00
SITUS ADDRESS: 720 BRANSCOMB RD., LA
-

5 SALE LOT NO. 7
ASSESSOR'S PARCEL NO. 027-122-06
LAST ASSESSEE: GAUSSOIN, ANTHONY H.
MINIMUM BID: \$92,200.00
SITUS ADDRESS: 24861 S. HWY 1, PA

5 SALE LOT NO. 8
ASSESSOR'S PARCEL NO. 027-141-07
LAST ASSESSEE: GAUSSOIN, ANTHONY H.
MINIMUM BID: \$13,000.00
SITUS ADDRESS: NO SITUS AVAILABLE

5 SALE LOT NO. 9
ASSESSOR'S PARCEL NO. 027-141-08
LAST ASSESSEE: GAUSSOIN, ANTHONY H.
MINIMUM BID: \$20,200.00
SITUS ADDRESS: NO SITUS AVAILABLE

5 SALE LOT NO. 10
ASSESSOR'S PARCEL NO. 027-141-09
LAST ASSESSEE: GAUSSOIN, ANTHONY H.
MINIMUM BID: \$4,000.00
SITUS ADDRESS: NO SITUS AVAILABLE

5 SALE LOT NO. 11
ASSESSOR'S PARCEL NO. 027-256-11
LAST ASSESSEE: SWEGLE, ROBERT PAUL & DOROTHY
MINIMUM BID: \$1,800.00
SITUS ADDRESS: NO SITUS AVAILABLE

3 SALE LOT NO. 12
ASSESSOR'S PARCEL NO. 032-080-05
LAST ASSESSEE: PERRY, GUY & JUANITA
MINIMUM BID: \$8,300.00
SITUS ADDRESS: NO SITUS AVAILABLE

3 SALE LOT NO. 13
ASSESSOR'S PARCEL NO. 032-430-0705
LAST ASSESSEE: LAUB AMERICA LLC
MINIMUM BID: \$2,800.00
SITUS ADDRESS: NO SITUS AVAILABLE

- 3 SALE LOT NO. 14
ASSESSOR'S PARCEL NO. 033-140-13 & 033-140-17
LAST ASSESSEE: LAMOUREUX, NICOLE TTEE 3/4
MINIMUM BID: \$52,500.00
SITUS ADDRESS: NO SITUS AVAILABLE
- 3 SALE LOT NO. 15
ASSESSOR'S PARCEL NO. 033-190-28
LAST ASSESSEE: ADAMSEN, ALBERT C. 1/2
MINIMUM BID: \$12,000.00
SITUS ADDRESS: 23661 GREELT ST., CV
- 3 SALE LOT NO. 16
ASSESSOR'S PARCEL NO. 036-170-09 & 036-210-06 & 037-060-18
LAST ASSESSEE: MACDONALD, MARINA L.
MINIMUM BID: \$22,600.00
SITUS ADDRESS: 33721 UNDERPASS RD., WI/NO SITUS/
33700 UNDERPASS RD., WI
- 3 SALE LOT NO. 17
ASSESSOR'S PARCEL NO. 037-530-05 & 037-530-15
LAST ASSESSEE: VINZENS, LANTZ 3/4
MINIMUM BID: \$10,000.00
SITUS ADDRESS: NO SITUS AVAILABLE
- 5 SALE LOT NO. 18
ASSESSOR'S PARCEL NO. 046-050-11
LAST ASSESSEE: GUERRERO, ROGUE & CELIA M. 1/2
MINIMUM BID: \$6,300.00
SITUS ADDRESS: 18032 RAY'S RD., PH
- 4 SALE LOT NO. 19
ASSESSOR'S PARCEL NO. 051-280-01
LAST ASSESSEE: JOHNSON, CHRISTOPHER P. 1/3
MINIMUM BID: \$2,400.00
SITUS ADDRESS: NO SITUS AVAILABLE
- 3 SALE LOT NO. 20
ASSESSOR'S PARCEL NO. 056-160-06
LAST ASSESSEE: WUERFEL, DANA G.
MINIMUM BID: \$75,200.00
SITUS ADDRESS: 54500 REGISTERED GUEST RD., LA
-

3 SALE LOT NO. 21
ASSESSOR'S PARCEL NO. 056-160-08
LAST ASSESSEE: WERFEL DANA G.
MINIMUM BID: \$14,800.00
SITUS ADDRESS: 5880 SPYROCK RD. LA

3 SALE LOT NO. 22
ASSESSOR'S PARCEL NO. 056-280-09
LAST ASSESSEE: BUSHNELL, J. SCOTT
MINIMUM BID: \$6,800.00
SITUS ADDRESS: NO SITUS AVAILABLE

3 SALE LOT NO. 23
ASSESSOR'S PARCEL NO. 096-112-1301
LAST ASSESSEE: ANDERSON, CHERYL L.
MINIMUM BID: \$11,800.00
SITUS ADDRESS: 25741 RIDGE RD., WI

3 SALE LOT NO. 24
ASSESSOR'S PARCEL NO. 098-325-1401
LAST ASSESSEE: PORTER, THOMAS H. & PEGGY A.
MINIMUM BID: \$5,600.00
SITUS ADDRESS: 2240 SALMON DR., WI

3 SALE LOT NO. 25
ASSESSOR'S PARCEL NO. 099-045-0605
LAST ASSESSEE: DAVIS, KEVIN V. & DANIELLE L.
MINIMUM BID: \$20,700.00
SITUS ADDRESS: 25069 ROBIN PL., WI

3 SALE LOT NO. 26
ASSESSOR'S PARCEL NO. 106-050-10
LAST ASSESSEE: WHITELY, LANCE V. & SHELLY L.
MINIMUM BID: \$51,800.00
SITUS ADDRESS: NO SITUS AVAILABLE

3 SALE LOT NO. 27
ASSESSOR'S PARCEL NO. 108-040-18
LAST ASSESSEE: SCHWINDT, DAVID P. & LIV E.
MINIMUM BID: \$11,400.00
SITUS ADDRESS: NO SITUS AVAILABLE

3 SALE LOT NO. 28
ASSESSOR'S PARCEL NO. 108-232-03
LAST ASSESSEE: SIROIS, LISA
MINIMUM BID: \$11,800.00
SITUS ADDRESS: NO SITUS AVAILABLE

4 SALE LOT NO. 29
ASSESSOR'S PARCEL NO. 118-070-46
LAST ASSESSEE: GILLESPIE, ALAN C. & MARGARET M.
MINIMUM BID: \$35,800.00
SITUS ADDRESS: 44030 JOHNSON PARK RD., CS

4 SALE LOT NO. 30
ASSESSOR'S PARCEL NO. 118-100-16
LAST ASSESSEE: MCKAY, MICHAEL J. 5/6
MINIMUM BID: \$15,800.00
SITUS ADDRESS: 44101 CASPAR ORCHARD, CS

5 SALE LOT NO. 31
ASSESSOR'S PARCEL NO. 118-350-04
LAST ASSESSEE: LAMMERS, IDA C. TTEE ESTATE OF
MINIMUM BID: \$120,300.00
SITUS ADDRESS: 45321 S. CASPAR DR., ME

5 SALE LOT NO. 32
ASSESSOR'S PARCEL NO. 125-280-71
LAST ASSESSEE: NAVOTI ORGANICS LLC
MINIMUM BID: \$3,100.00
SITUS ADDRESS: 23841 COMPTCHE UKIAH RD., CO

5 SALE LOT NO. 33
ASSESSOR'S PARCEL NO. 129-030-04
LAST ASSESSEE: NOEL, RUTH ESTATE OF
MINIMUM BID: \$24,000.00
SITUS ADDRESS: 6000 CAMERON RD., EL

5 SALE LOT NO. 34
ASSESSOR'S PARCEL NO. 142-190-13
LAST ASSESSEE: HELTON, GINGER G. TTEE ESTATE OF
MINIMUM BID: \$33,000.00
SITUS ADDRESS: 44005 IVERSEN RD., GU

- 5 SALE LOT NO. 35
ASSESSOR'S PARCEL NO. 145-162-03
LAST ASSESSEE: ROSENSTEEL, RUSSELL A. & SOPHIA
MINIMUM BID: \$11,300.00
SITUS ADDRESS: 38431 WINDWARD, CT., GU
- 3 SALE LOT NO. 36
ASSESSOR'S PARCEL NO. 147-052-11
LAST ASSESSEE: CAMPBELL, CORAL ANN TTEE
MINIMUM BID: \$11,800.00
SITUS ADDRESS: 3321 WILLIAMS RANCH RD., WI
- 3 SALE LOT NO. 37
ASSESSOR'S PARCEL NO. 147-241-0801
LAST ASSESSEE: RAMIREZ, LUPE & PEGGY
MINIMUM BID: \$5,600.00
SITUS ADDRESS: 3000 BLACKHAWK DR., WI
- 3 SALE LOT NO. 38
ASSESSOR'S PARCEL NO. 147-241-1401
LAST ASSESSEE: RAMIREZ, LUPE & PEGGY
MINIMUM BID: \$14,300.00
SITUS ADDRESS: 3080 BLACKHAWK DR., WI
- 3 SALE LOT NO. 39
ASSESSOR'S PARCEL NO. 147-254-1201
LAST ASSESSEE: GALLOWAY, ROBERTA E. TTEE
MINIMUM BID: \$6,700.00
SITUS ADDRESS: 16301 BLACK BART DR., WI
- 2 SALE LOT NO. 40
ASSESSOR'S PARCEL NO. 150-220-01
LAST ASSESSEE: BUNBURY, CYRIL MARK
MINIMUM BID: \$5,500.00
SITUS ADDRESS: 17751 LOW GAP RD., UK
- 2 SALE LOT NO. 41
ASSESSOR'S PARCEL NO. 154-040-04 & 154-090-04
LAST ASSESSEE: CUFF, KEVIN
MINIMUM BID: \$9,300.00
SITUS ADDRESS: 3751 RUNNING SPRINGS RD., UK/NO SITUS
AVAILABLE

2 SALE LOT NO. 42
ASSESSOR'S PARCEL NO. 157-120-07
LAST ASSESSEE: COASTAL HOLDING & PROPERTY LLC
MINIMUM BID: \$79,500.00
SITUS ADDRESS: 1442 BOONVILLE RD., UK

2 SALE LOT NO. 43
ASSESSOR'S PARCEL NO. 168-223-01
LAST ASSESSEE: ROBERTS, SHANE & RONEISHA
MINIMUM BID: \$35,100.00
SITUS ADDRESS: 800 CROMWELL DR., UK

2 SALE LOT NO. 44
ASSESSOR'S PARCEL NO. 170-020-09
LAST ASSESSEE: BENSON, EUGENE H. & HELEN S.
MINIMUM BID: \$8,500.00
SITUS ADDRESS: NO SITUS AVAILABLE

2 SALE LOT NO. 45
ASSESSOR'S PARCEL NO. 180-160-04 (DISASTER DAMAGED PROPERTY)
LAST ASSESSEE: REGE, WILLIAM E.
MINIMUM BID: \$20,500.00
SITUS ADDRESS: 544 FIRCREST DR., UK

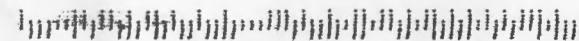
1 SALE LOT NO. 46
ASSESSOR'S PARCEL NO. 181-050-06
LAST ASSESSEE: RYAN, LESLIE C. SUCCTTEE 1/3
MINIMUM BID: \$25,700.00
SITUS ADDRESS: 1260 EUNICE CT., TA

MENDOCINO COUNTY
TREASURER-TAX COLLECTOR
501 LOW GAP ROAD #1060
UKIAH, CA 95482-4498



ALBION LITTLE RIVER FIRE
PO BOX 634
ALBION, CA 95410

9541060634 8005



9:28 PM

04/18/16

Accrual Basis

Albion Little River Fire Protection District
Balance Sheet
As of February 29, 2016

	<u>Feb 29, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
Building Fund - Checking	10,641.70
County Held Funds	329,187.55
District Checking	19,161.73
Fire Department - Donations	123,388.63
Total Checking/Savings	<u>482,379.61</u>
Total Current Assets	482,379.61
Fixed Assets	
Accumulated Depreciation	-611,890.00
Building & Improvements	322,400.00
Construction-in-Progress	81,152.00
Firefighting Equipment	503,254.00
Land	125,683.00
Total Fixed Assets	<u>420,599.00</u>
TOTAL ASSETS	<u>902,978.61</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Bank of the West Credit Card	0.78
Total Credit Cards	0.78
Other Current Liabilities	
Payroll Liabilities	-137.31
Total Other Current Liabilities	<u>-137.31</u>
Total Current Liabilities	<u>-136.53</u>
Total Liabilities	-136.53
Equity	
Opening Balance Equity	588,831.61
Retained Earnings	252,159.31
Net Income	62,124.22
Total Equity	<u>903,115.14</u>
TOTAL LIABILITIES & EQUITY	<u>902,978.61</u>

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04/18/16

Accrual Basis

Albion Little River Fire Protection District Profit & Loss Detail February 2016

Type	Date	Num	Name	Memo	Class	Amount
Income						
82-1130-SB813 SUPPLEMENTAL TAX						
Gene...	02/25/2016	28		REF SBRECV	District	240.61
Gene...	02/29/2016	29		REF	District	-10.65
Total 82-1130-SB813 SUPPLEMENTAL TAX						229.96
Total Income						229.96
Gross Profit						229.96
Expense						
86-2060-COMMUNICATIONS						
INTERNET SERVICE						
Comcast						
Check	02/15/2016		Comcast	8155300570124362/815530057003...	District	80.71
Total Comcast						80.71
INTERNET SERVICE - Other						
Credit...	02/03/2016		AMAZON WEB SERVI...		District	0.78
Total INTERNET SERVICE - Other						0.78
Total INTERNET SERVICE						81.49
TELEPHONE						
ATT						
Check	02/25/2016		AT&T	96075541735558/0301538359001/0...	District	141.41
Total ATT						141.41
ECG						
Check	02/10/2016		ECG Enhanced Comm...	2319611	District	14.53
Total ECG						14.53
Total TELEPHONE						155.94
Total 86-2060-COMMUNICATIONS						237.43
86-2080-FOOD						
Check	02/18/2016	4249	Ted Williams	creamer	District	2.10
Total 86-2080-FOOD						2.10
86-2120-MAINTENANCE EQUIPMENT						
Firefighting Equipment						
Check	02/18/2016	4249	Ted Williams		District	3.11
Total Firefighting Equipment						3.11
Vehicle Maintenance						
8131						
Check	02/18/2016	4251	Fort Bragg Diesel	21733	District	129.26
Total 8131						129.26
8199 Jet Ski						
Check	02/09/2016	4238	Rhoades Auto Parts	#1130	District	165.10
Total 8199 Jet Ski						165.10
Total Vehicle Maintenance						294.36
Total 86-2120-MAINTENANCE EQUIPMENT						297.47
86-2140-MEDICAL, LAB SUPPLIES						
Gasses						
Eureka Oxygen						
Check	02/17/2016	4246	Eureka Oxygen Co		District	119.97
Total Eureka Oxygen						119.97
Total Gasses						119.97
Total 86-2140-MEDICAL, LAB SUPPLIES						119.97

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04/18/16

Accrual Basis

Albion Little River Fire Protection District Profit & Loss Detail February 2016

Type	Date	Num	Name	Memo	Class	Amount
86-2170-DISTRICT OFFICE SUPPLIE						
Paper, Ink, Materials						
Check	02/18/2016	4250	Alan Taeger	ink	District	156.36
Total Paper, Ink, Materials						156.36
Postage						
Check	02/18/2016	4247	USPS	stamps	District	49.00
Check	02/18/2016	4250	Alan Taeger		District	9.80
Total Postage						58.80
86-2170-DISTRICT OFFICE SUPPLIE - Other						
Check	02/09/2016	4241	MENDOCINO COUNT...	Report copies	District	55.00
Total 86-2170-DISTRICT OFFICE SUPPLIE - Other						55.00
Total 86-2170-DISTRICT OFFICE SUPPLIE						270.16
86-2187-EDUCATION & TRAINING						
MEALS & FUEL REIMBURSEMENT						
Deposit	02/18/2016			Reese redeposit	District	-88.00
Check	02/18/2016	4248	Michael Rees	Meals	District	187.46
Total MEALS & FUEL REIMBURSEMENT						99.46
Total 86-2187-EDUCATION & TRAINING						99.46
86-2189-PROFESIONAL & SPECIAL S						
Check	02/17/2016	4245	Terry N. Gross		District	871.82
Total 86-2189-PROFESIONAL & SPECIAL S						871.82
86-2220-SMALL TOOLS & SUPPLIES						
Check	02/09/2016	4240	Village Hardware	#113	District	14.39
Total 86-2220-SMALL TOOLS & SUPPLIES						14.39
86-2260-UTILITIES						
PG&E						
Check	02/09/2016		PG&E	0210095100-9	District	153.55
Total PG&E						153.55
Thompson Septic Service						
Check	02/17/2016	4244	Thompson's PortaSepti...	1612, December	District	0.00
Total Thompson Septic Service						0.00
Total 86-2260-UTILITIES						153.55
86-4370-EQUIPMENT (PURCHASE)						
Vehicles						
8162						
CAFS						
Check	02/17/2016	4243	Darley		District	1,720.00
Check	02/18/2016	4251	Fort Bragg Diesel	21739	District	810.00
Total CAFS						2,530.00
Total 8162						2,530.00
Total Vehicles						2,530.00
Total 86-4370-EQUIPMENT (PURCHASE)						2,530.00
Suspense						
Check	02/22/2016	4252	MICHAEL ISSEL		District	114.00
Total Suspense						114.00
Total Expense						4,710.35
Net Income						-4,480.39

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUDGET OVERVIEW WORKSHEET

UPDATED	1/31/2016	2013-2014	PER 9/30/14	2014-2015	12/9/2015	2015-2016	2/29/2016
CODE #	DESCRIPTION	RVSD 10/10/13	ACTUAL	RVSD 5/18/15	ACTUAL	RVSD 5/18/15	ACTUAL
	REVENUE						
821110	CURRENT SECURED TAX	72,466.00	72,959.35	\$ 73,985.00	\$ 73,901.91	\$ 75,521.00	\$ 42,305.93
821120	CURRENT UNSECURED TAX	2,481.00	2,586.68	\$ 2,548.00	\$ 2,374.71	\$ 2,879.00	\$ 2,377.04
821130	SB 813 SUPPLEMENTAL TAX	0.00	237.29	\$ 94.00	\$ 540.58	\$ 370.00	\$ 502.44
821210	PRIOR SECURED PROPERTY TAX	150.00	(127.04)		\$ (132.31)		
821220	PRIOR UNSECURED PROPERTY TAX	0.00	61.46	\$ 75.00	\$ 161.72	\$ 99.00	\$ 37.63
821300	SPECIAL TAX (FIRE ASSESSMENTS)	81,880.00	81,880.00		\$ 82,880.00	\$ 188,000.00	\$ 104,925.46
821600	TIMBER YIELD TAX	187.00	200.02	\$ 207.00	\$ 277.85	\$ 210.00	\$ 219.14
821700	HIGHWAY PROPERTY RENTAL		5.60				
824100	INTEREST	900.00	923.38		\$ 666.91		\$ 622.28
825481	HOMEOWNER PROPERTY TAX RELIEF	400.00	749.34	\$ 749.00	\$ 749.80	\$ 750.00	\$ 365.08
825490	STATE OTHER						
826140	ELECTION SERVICES						
827500	SALE OF FIXED ASSETS		3,550.00			\$ -	
827700	OTHER		3,790.01		\$ 1,585.98	\$ -	\$ 904.00
827702	INSURANCE PAYMENT					\$ -	
	TOTAL REVENUE	158,464.00	166,816.09	\$ 77,658.00	\$ 163,007.15	\$ 267,829.00	\$ 152,259.00
	APPROPRIATIONS						
861014	MISCELLANEOUS EMPLOYEE BENEFITS	0.00	-120.00	\$ -		\$ 2,500.00	\$ 1,226.00
861035	WORKERS COMPENSATION INSURANCE	9,000.00	8,452.00	\$ 9,342.00	\$ 9,342.00	\$ 9,097.00	\$ 9,097.00
862050	CLOTHING & PERSONAL ITEMS	30,000.00	11,068.78	\$ 18,750.00	\$ 1,702.27	\$ 15,000.00	\$ 1,979.36
862060	COMMUNICATIONS	4,000.00	5,191.92	\$ 4,000.00	\$ 3,739.71	\$ 4,000.00	\$ 1,867.99
862080	FOOD	1,500.00	1,650.67	\$ 1,500.00	\$ 494.76	\$ 1,500.00	\$ 175.55
862101	INSURANCE - GENERAL	8,500.00	8,962.00	\$ 10,675.00	\$ 10,675.00	\$ 9,837.00	\$ 9,837.00
862120	MAINTENANCE - EQUIPMENT	30,000.00	21,677.08	\$ 20,000.00	\$ 21,437.47	\$ 40,000.00	\$ 28,906.29
862130	MAINTENANCE - STRUCTURES & GROUNDS	4,500.00	8,629.94	\$ 11,000.00	\$ 10,928.51	\$ 11,000.00	\$ 1,102.11
862140	MEDICAL, LAB SUPPLIES	9,000.00	9,545.78	\$ 8,750.00	\$ 3,731.28	\$ 9,000.00	\$ 2,879.73
862150	MEMBERSHIPS	3,700.00	1,062.00	\$ 1,500.00	\$ 765.00	\$ 1,500.00	
862170	OFFICE EXPENSE	3,500.00	1,096.35	\$ 1,200.00	\$ 484.41	\$ 2,600.00	\$ 755.85
862181	AUDITING & FISCAL SERVICES	10,850.00	9,864.14	\$ 8,500.00	\$ 7,408.53	\$ 15,000.00	\$ 7,399.15
862184	ARCHITECT & ENGINEERING SERVICES (811)						
862185	MEDICAL, DENTAL SERVICES	7,000.00	1,200.44	\$ 7,000.00	\$ 440.00	\$ 2,000.00	\$ 250.00
862187	EDUCATION & TRAINING	8,000.00	11,894.17	\$ 10,000.00	\$ 3,911.78	\$ 10,000.00	\$ 4,212.37
862189	PROFESIONAL & SPECIAL SERVICES - OTHER	3,000.00	2,080.00	\$ 2,600.00	\$ 720.00	\$ 15,000.00	\$ 7,172.04
862210	RENTS & LEASES BUILDINGS & GROUNDS	50.00	50.00	\$ 50.00	\$ 50.00	\$ 100.00	
862220	SMALL TOOLS & SUPPLIES	2,000.00	1,217.51	\$ 2,000.00	\$ 1,931.62	\$ 9,000.00	\$ 2,772.35
862231	ELECTION SUPERVISION & SERVICES	400.00		\$ 3,500.00	\$ 1,935.15	\$ 3,500.00	\$ 342.50
862250	TRANSPORTATION & TRAVEL	29,500.00	19,517.42	\$ 29,000.00	\$ 16,411.30	\$ 20,000.00	\$ 2,103.45
862260	UTILITIES	6,640.00	4,348.79	\$ 5,000.00	\$ 4,770.63	\$ 5,000.00	\$ 2,489.62
863113	PAYMENTS TO OTHER GOVT AGENCIES	5,300.00	347.46	\$ 4,000.00	\$ 1,473.60	\$ 2,500.00	\$ 1,586.50
864360	STRUCTURES & IMPROVEMENTS	35,000.00	33,700.00	\$ 7,000.00	\$ 658.19	\$ 40,000.00	\$ 33.96
864370	EQUIPMENT	46,650.00	29,674.81	\$ 15,600.00	\$ 19,063.91	\$ 100,000.00	\$ 12,382.56
	TOTAL APPROPRIATIONS	258,090.00	191,111.26	180,967.00	122,075.12	328,134.00	98,571.38

Fire Chief's Report, 1 April, 2016, by Ted Williams

• Incident Log

• 2016002150 03/01/2016 1652

- FIRE, RESIDENTIAL; 32911 ALBION RIDGE ROAD, ALBION
- Ted Williams (8190)
- Marshall Brown, IC (8162)
- Citlali Calvillo (8162)
- Michael Issel (8162)
- Steve Wolfe (8162)
- Michael Rees, Ops
- Jaime Placido (8181)
- Ben Jackson (8181)
- Debbi Wolfe
- Kevin Spring
- Andrew Crowningshield (8192) canceled
- Serena Randolph canceled
- Steve Crowningshield (Canceled)
- On Scene: 1714
- Available: 1753

• 2016002289 03/05/2016 0822

- MEDICAL BRAVO; 7052 N. HIGHWAY 1, LITTLE RIVER
- Ted Williams
- Marshall Brown
- John Crowningshield (8132)
- Jaime Placido
- Andrea Pennebaker (8130)
- Citlali Calvillo
- On Scene: 0839
- Available: 0857

• 2016002366 03/06/2016 1938

- MEDICAL CHARLIE; 5771 N. HWY 1(TOP OF THE HILL RD), LITTLE RIVER
- Marshall Brown (130)
- Andrea Pennebaker (8130)
- Citlali Calvillo (8130)
- Serena Randolph (8130)
- Daniel Gates (8130)
- Sam Levine
- On Scene: 1954
- Available: 2011

• NO INCIDENT NUMBER 03/07/2016 1320

- OTHER/REFERRAL; 3696 N, HWY 1/3700 LITTLE RIVER ALBION RD, ALBION
- John Oakley
- On Scene: 1320
- Available: 1912
- 2016000402 03/07/2016 2122

- ELECT HAZARD; 7400 N. HWY 1/44498 LITTLE RIVER AIRPORT RD LITTLE RIVER
- John Oakley (8131)
- Andrea Pennebaker
- Ted Williams (canc)
- Marshall Brown (canc)
- Citlali Calvillo (canc)
- Sam Levine (canc)
- Jaime Placido (canc)
- On Scene: 2122
- Available: 2123
- **20160002417 03/08/2016 0537**
 - MEDICAL; 200 BLK ALBION RIDGE I RD, ALBION
 - MCSO requested staging at Albion Ridge & Middle Ridge Roads
 - Ted Williams
 - John Oakley
 - Marshall Brown (8130)
 - Andrea Pennebaker
 - Citlali Calvillo
 - Jaime Placido
 - John Crowningshield (8132)
 - Ben Jackson (canc)
 - On Scene: 0545
 - Available: 0602
- **20160002423 03/08/2016 0810**
 - MEDICAL BRAVO; 33851 NAVARRO RIDGE RD, ALBION
 - Debbi Wolfe
 - Jaime Placido
 - Andrea Pennebaker (8130)
 - Citlali Calvillo (8130)
 - Dan Gates (8130)
 - Ted Williams
 - On Scene: 0820
 - Available: 0901
- **2016000467 03/09/2016 1236**
 - MEDICAL BRAVO; 32755 ALBION RIDGE ROAD, ALBION
 - Scene turned over to MCSO-Coroner
 - Ted Williams
 - John Oakley
 - Andrea Pennebaker (8130)
 - Citlali Calvillo
 - On Scene: 1249
 - Available: 1440
- **20160002527 03/10/2016 1946**
 - PUBLIC ASSISTANCE; 43300 LITTLE RIVER AIRPORT RD, #121, LITTLE RIVER

- Ted Williams
- John Oakley (8130)
- Andrea Pennebaker (8130)
- Citlali Calvillo (8130)
- Kevin Spring
- On Scene: 2007
- Available: 2009
- **2016002576 03/12/2016 0941**
 - ELECTRICAL HAZARD; 3875 ALBION LITTLE RIVER RD, ALBION
 - John Oakley (8162)
 - Marshall Brown (8162)
 - Ben Jackson (8132)
 - Tony Oakley (8132)
 - Debbi Wolfe
 - Steve Wolfe
 - Sam Levine
 - Ted Williams
 - Jaime Placido (canc)
 - On Scene: 1004
 - Available: 1050
- **20160002618 03/13/2016 1203**
 - FIRE, DEBRIS; 5720 N. HWY 1, LITTLE RIVER
 - Ted Williams
 - John Oakley (8162)
 - Marshall Brown
 - Andrea Pennebaker (8162)
 - John Crowningshield
 - Kevin Spring
 - On Scene: 1214
 - Available: 1321
- **2016002620 03/13/2016 1233**
 - ELECTRICAL HAZARD; 3696 N. HWY 1/3696 ALBION LITTLE RIVER RD, ALBION
 - Investigated report of tree on power lines, no merit found
 - Ted Williams
 - CalFire 1156
 - On Scene: 1233
 - Available: 1236
- **2016002622 03/13/2016 1316**
 - ELECTRICAL HAZARD; 3700 N HWY 1/3696 ALBION LITTLE RIVER D, ALBION
 - Andrea Pennebaker (8170)
 - Kevin Spring (8170)
 - On Scene: 1318
 - Available: 1330
- **2016002671 03/15/2016 0408**

- PUBLIC ASSISTANCE; 43300 LITTLE RIVER AIRPORT RD #104, LR
- Sam Levine
- John Oakley (8130)
- Jaime Placido
- On Scene: 0422
- Available: 0436
- **2016002709 03/16/2016 0902**
 - MEDICAL CHARLIE; 7052 N. HWY 1, LITTLE RIVER
 - Ted Williams
 - Marshall Brown (8130)
 - Andrea Pennebaker (8130)
 - Jaime Placido (IC)
 - Ben Jackson (8132)
 - Sam Levine
 - John Oakley (canc)
 - On Scene: 0916
 - Available: 0932
- **2016002866 03/20/2016 0113**
 - TRAFFIC COLLISION; 2839 N. HWY 1/2710 SPRING GROVE RD, ALBION
 - Ted Williams (8162)
 - John Oakley(8130)
 - Marshall Brown(8162)
 - Andrea Pennebaker(8130)
 - John Crowningshield(8181)
 - Jaime Placido (8181)
 - Michael Rees
 - Ben Jackson
 - UTL--No persons, vehicles at scene
 - Available: 0138
- **2016002910 03/21/2016 1117**
 - MEDICAL DELTA; 33201 FROG POND RD., LITTLE RIVER
 - John Oakley(8130)
 - Andrea Pennebaker (8130)
 - John Crowningshield (832)
 - Arrow Pierce (8132)
 - Ted Williams
 - Jaime Placido
 - Michael Rees
 - Tony Oakley
 - On Scene: 1130
 - Available: 1146
- **2016002966 03/22/2016 0419**
 - HAZARDOUS CONDITIONS/TRAFFIC COLLISION; HWY 128, MP 5.5, ALBION
 - Ted Williams (8162)
 - Andrea Pennebaker (8162)

- Marshall Brown (8162)
- John Oakley (8130)
- Michael Rees
- Steve Wolfe
- Debbi Wolfe
- UTL--WRONG LOCATION REPORTED--DETERMINED TO BE IN AV DISTRICT
- Available: 0507
- **2016003102 03/26/016 0955**
 - MEDICAL DELTA; 43300 LITTLE RIVER AIRPORT RD, SP 40, LITTLE RIVER
 - John Oakley (8130)
 - Marshall Brown (8130)
 - Andrea Pennebaker
 - Tony Oakley
 - Ted William (canc)
 - On Scene: 1012
 - Available: 1021
- **2016003124 03/26/2016 1935**
 - MEDICAL BRAVO; ALBION BRIDGE, ALBION
 - Staging Required per MCSO; Call Canceled by Dispatch; not as reported
 - Ted Williams (8130)
 - Marshall Brown (130)
 - John Oakley
 - Michael Rees
 - Steve Wolfe
 - Debbi Wolfe
 - Available: 1947
- **2016003220 03/28/2016 2013**
 - WILDLAND FIRE; 34301 PACIFIC REEFS ROAD; ALBION
 - Debbi Wolfe
 - Steve Wolfe
 - John Oakley (8190)
 - Marshall Brown (8162)
 - Ted Williams (8162)
 - Andrea Pennebaker (8162)
 - Craig Hathaway (8162)
 - Michael Rees
 - Kevin Spring
 - On Scene: 2031
 - Available: 2114
- **Training**
 - **03/02/2016 – Operations Meeting - Station 811 ALRFPD (2 Hours)**
 - Andrea Pennebaker, Andrew Crowningshield, Robert Hedman, Dan Gates, Debbi Wolfe, Jamie Placido, John Crowningshield, John Oakley, Kevin Spring, Marshall Brown, Michael Issel, Michael Rees, Peter (Guest), Sam Levine, Scott, Serena Randolph, Steve Crowningshield, Steve Wolfe, Ted Williams.

- **03/2016/2016 – Medical Training – Noorling (Airway)_Levine (Diabetes Management) - Station 811 ALRFPD (2 Hours)**
 - *Objectives (Firefighters will be able to...)*
 - 1 Maintain an open airway
 - 2 Utilize a BVM (Bag Valve Mask) effectively
 - 3 Utilize an OPA or NPA to manage an open airway
 - 4 Utilize the jaw thrust technique to maintain an open airway
 - 5 Understand the fundamentals of Type 1 and Type 2 diabetes
 - Andrea Pennebaker (Airway Only), Robert Hedman, Dan Gates, Debbi Wolfe, John Oakley, Marshall Brown, Michael Issel, Michael Rees, Sam Levine, Serena Randolph, Steve Wolfe.
- **03/19/2016 – Water Resuce – Station 810/Albion Bay ALRFPD (3.5 Hours)**
 - *Objectives (Firefighters will be able to...)*
 - 1 Safely maneuver department Jet Skis and Boat to rescue a victim from the water
 - 2 Practice various swimming and rescue techniques to rescue a victim from the water to department watercraft
 - 3 Practice picking off victims using the Water Skis
 - 4 Practice maneuvering the Albion River with department Jet Skis and Boat
 - Andrea Pennebaker, Ben Jackson, John Oakley, Steve Crowningshield.
- **03/23/2016 – Ladders – Rees/J. Oakley - Station 811 ALRFPD (2 Hours)**
 - *Objectives (Firefighters will be able to...)*
 - 1 Identify the parts of a ladder
 - 2 Safely and effectively maneuver a 24-foot extension fire ladder
 - 3 Safely and effectively maneuver an attic ladder
 - 4 Safely maneuver up and down a 24-foot extension fire ladder
 - Ben Jackson, Craig Hathaway, Debbi Wolfe, John Oakley, Kevin Spring, Marshall Brown, Michael Rees, Sam Levine, Serena Randolph, Steve Wolfe, Ted Williams.
- **03/31/2016 – Structure Drills – Brown/Rees - Station 812 ALRFPD (2.5 Hours)**
 - *Objectives (Firefighters will be able to...)*
 - 1 Provide a proper scene size-up
 - 2 Donn and Doff department SCBA's
 - 3 Exchange bottles on department SCBA's
 - 4 Pull hose off an appropriate discharge on the following apparatus:
 - a E8162
 - b E8170
 - c WT8190
 - 5 Communicate with assigned teams
 - 6 Identify when it's appropriate to deploy a Dump Tank
 - 7 Understand the principles of drafting with E8162 using a Dump Tank
 - Andrea Pennebaker, Robert Hedman, Citlali Cavillo, Craig Hathaway, Dan Gates, Debbi Wolfe, Marshall Brown, Michael Issel, Michael Rees, Sam Levine, Kevin Spring, Steve Wolfe, Ted Williams.
- **Development**
 - Donation of a Seagrave structure engine has been offered by Peter Nolan.

- A specification review with Jon Bauer (Golden State Fire) has been completed. A final document and price will be provided to the district for a structure engine.

- **Maintenance**

- Checked all fluids at stations 811, 812, 810.
- Ran small engines at stations 811, 812.
- Replaces batteries in Diesel water pumps.
- Started water pumps and pumped water.
- Working with Fort Bragg diesel WT8190 Code 3 part 2 and DOT.
- Engine 8162 air dryer failed.
- Repaired back up light on E8170 (clearance lights cab ready to be replaced soon)
- The jaws on E8162 now have 3 bags for the chains and attachments for quick access.

Financial Stuff

One of the comments arising from the audit is that we have a deficiency in the area of segregation of duties. Due to the limited number of Board members and lack of administrative staff, there is currently no one besides Sara who is reconciling the monthly bank statements against District accounts. Ideally, this should be completed by a Board member who is not a signator to the bank account (Chris, Michael, and Debbi are all signators). If no Board member is willing/able to take this on, we should look outside to locate a community member who is willing to do this task.

Guidelines for Board Members

- Project is defined, initial total cost estimate developed, board member assigned as project manager.
- Project manager responsible for developing contract w vendor and obtaining board approval prior to commencement of project.
- Project manager responsible for updating Board monthly, advising if budget needs to be adjusted, obtaining and approving invoices, providing any explanation of invoice to bookkeeper if needed.

Receipt of Donations

Any checks that are received should be immediately given to the bookkeeper, either personally or in her box at 810. She will deposit in the Donation account, record the information, and write a Thank You note to the donor, to be routed through the Fiscal Officer for signature. Publishing information regarding the donor (bank account information, note with signature, details of incident) should be kept private.

Bookkeeper Duties

As currently written, duties are to “receive approved invoices & statements, confirm accuracy of assigned budget category & budget compliance, write checks, & post payment; receive & record financial donations to district, record donor info, prepare & send thank you notes; prepare monthly financial reports (includes donation reports). Current bookkeeper was told expectation was 7-10 hrs/month. This has expanded significantly, with bookkeeper now expected to call vendors, provide explanation/instruction as requested, develop specialized reports, etc.

Recommendation: development, with mutual concurrence, of bookkeeper’s duties.

Advance notice to Board if one Board member requires additional services, reports, etc.for budget adjustment if needed.

Creation/Revision of Financial Reports

General Observation—creating valid reports turns out not to be a simple task. Sara inherited information that had not been reconciled, not been maintained/updated; in order to get good info, we will have to dig back into source documents (paper at 811). Not a simple task, could take months.

Reports—Donations: easiest report to create; District does not receive donations monthly, so no need for monthly report. Better to do quarterly or even semi-annually or annually. Do we want/need to aggregate donations or divide into discrete categories (community members, businesses, fundraisers, etc)? Sara and I agree that these funds should be considered reserves, not included in the monthly budget, and only used for specific planned purposes. Board concurrence? Last month Sara created a separate report to show Donation Profit & Loss. I recommend sticking with this format, using a QB equivalent and reporting quarterly unless specifically requested.

Building Fund—the balance has not changed recently, currently being held in Mendo Savings earning low to no interest. Joint recommendation is to move to an interest bearing account. Once work begins on 811, this may need additional funds (current balance is \$10,640). I would recommend the same format be used as with the Donations Report, report issued quarterly unless circumstances dictate otherwise.

Budget Overview Worksheet (green sheet)—I recommend that this be scrapped in favor of a QB report, to be issued monthly, that shows current year, whether current costs are over or under budgeted amount, and what percentage of the annual budget has been spent. When budget for future year is being considered, a report showing current & 2 past years should be issued where a review of past expenditures can be reviewed. A quick review should be done quarterly.

Balance Sheet—this is going to be the hardest to create. Locating information about the original cost of assets will take time and will happen as part of the document destruction process. Buildings that we own have been completely depreciated and have no real value. Our vehicle inventory is outdated and inaccurate, will need to be updated; many of the trucks will also be sufficiently old as to have little to no value. Other assets that will need to be inventoried and tracked include office equipment, small tools, medical equipment, PPEs. This stuff should be initially inventoried, someone assigned to keep track going forward (most of this would fall to the dept), and a useful life assigned to it so we know when to replace. (Ted agrees that dept should be responsible for tracking items that are issued, Board should own rest). Getting someone(s) to take on the task of locating and following through will be difficult.

Records

Currently permanent records (titles, leases) are kept in the safe deposit box at Mendocino Savings. Current year invoices are kept in a file at 811. Past year invoices are also at 811, soon to be purged once a destruction policy is determined. Sara maintains the reports on her personal computer. My recommendation is that since the District is planning to purchase a computer, we include QuickBooks & ExCel (or whatever financial software we need) and have Sara download the financial records to the computer where it can be stored in the Cloud and accessed on a read-only basis.

BOOKKEEPER

Working as an independent contractor, the bookkeeper is responsible for maintaining all necessary and appropriate District records, files and processes to ensure the smooth and compliant financial operation of the organization, focusing on accuracy and transparency. Duties are expected to be part-time and not to exceed ___ hours/month.

- Financial record keeping--includes all tasks related to managing accounts; issues checks for bills and reimbursements in a timely manner, ensures that all expenditures have been properly documented and approved and are appropriately categorized. Confirm all expenses are following approved financial procedures and raise any questionable expenses to the attention of the Fiscal Officer.
- Balance and reconcile all accounts monthly
- Maintain & update the annual budget; notify County of any updates
- Prepare multiple financial reports for monthly district meetings or as requested
- Procure funds from county--prepare AFP documents as needed. Respond to any questions from County or refer to Fiscal Officer.
- Record income from county monthly reports, reconcile recorded expenses with actual
- Record donations, cash receipts and make bank deposits to appropriate accounts
- Prepare annual reports for The Secretary of State
- Maintain organized filing system; files invoices, reimbursements, insurance information and other financial records in required format. Assists in purging documents that have exceeded retention requirements. Prepare annual reimbursement checks to firefighters based on various calculated factors
- Prepare annual reimbursement checks to firefighters based on various calculated factors
- Assemble information and serve as the primary point of contact for auditor when needed

Advance notice to Board if any Board member requires additional services, reports, etc. Board approval required if additional services will require increase in budget for services.

Albion Little River Fire Protection District
Balance Sheet July 1, 2014--June 30, 2015

<u>ASSETS</u>	<u>June 30, 2014</u>	<u>June 30, 2015</u>
Cash	\$ 305,345	
Reserved Cash	\$ 10,633	
Accounts Receivable		
Prepays	\$ 20,017	
	<hr/>	
TOTAL ASSETS	\$ 335,995	
	<hr/>	
<u>LIABILITIES & FUND BALANCES</u>		
<u>Liabilities</u>		
Current Liabilities	\$ 6,215	
	<hr/>	
Total Liabilities	\$ 6,215	
	<hr/>	
<u>Fund Balances</u>		
Unassigned	\$ 319,147	
Committed	\$ 10,633	
Total Fund Balance	\$ 329,780	
	<hr/>	
<u>TOTAL LIABILITIES & FUND BALANCE</u>	\$ 335,995	
	<hr/>	
<u>NET POSITION</u>		
Fund Balance	\$ 329,780	
Total Fixed Assets	\$ 420,599	
	<hr/>	
TOTAL NET POSITION	\$ 750,379	

Albion Little River Fire Protection District
 Profit & Loss/Income Statement-County Funds
 July 1, 2015--January 31, 2016

	<u>Current Year--July 1- Jan 31</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<u>Income</u>				
821110 Current Secured Tax	\$ 75,521.00	\$ 42,305.93	\$ 33,215.07	178.5%
821120 Current Unsecured Tax	\$ 2,879.00	\$ 2,377.04	\$ 501.96	121.1%
.				
.				
TOTAL REVENUE:	\$ 78,400.00	\$ 44,682.97	\$ 33,717.03	
<u>Expense</u>				
861014 Misc Employee Benefits	\$ 2,500.00	\$ 2,500.00	\$ -	100.0%
861035 Workers' Comp Insurance	\$ 9,097.00	\$ 9,097.00	\$ -	100.0%
TOTAL EXPENSE:	\$ 11,597.00	\$ 11,597.00	\$ -	

April 13, 2016

Board of Directors
Albion Little River Fire Protection District

RE: Proposed agenda items for rescheduled regular board meeting April 20, 2016.

Dear fellow board members,

Our board and the district fire department are facing increasingly complex and sophisticated needs and requirements in order to continue to operate. With the passage of Measure M and the realization of increased revenues from the new parcel tax assessments we are in a much better position to provide excellent quality services. However, it takes more than revenue to provide the level of service expected of us. Currently, our district is operating without a recognizable headquarters. Without a central district office it is impossible for the district to function properly. District files and records must be organized, available and accessible at all times in order for us to function properly. It is incumbent on the district and fire department that we have a functioning central office/headquarters. I realize that our long term goal is to have a real fire station with a real office and headquarters but that goal is a long way from being reached.

In the days when we were holding our district board meetings and fire department operations meetings at Station 810 we decided to move our records and business materials to Station 811 and to try to set up an office upstairs. The reasoning then was that we would make more meeting space at Station 810 and we would be able to create a working office environment at Station 811. We managed to move everything to Station 811 but the goal of having a real office there was hampered by a continuing lack of dedicated office space and a lack of basic office comforts (such as heat).

With the subsequent changes to the functionality of station 810 and the changes of meeting venues for both board and fire department the lack of functionality of Station 811 for office use has become critical. Fire department operations and training meetings are now held exclusively at Station 811 and have made office materials there nearly inaccessible and actual office use impossible. At the same time the use of the former meeting space at Station 810 has become virtually nonexistent. I would therefore like to make proposals as follows:

1. Proposal: Move all district records, files, manuals, office equipment, office furniture, file cabinets, office cabinets, etc. (including exercise equipment) back to Station 810; set up the east end of the meeting room (away from the kitchen area) as an office space for organization of district and fire department records and paperwork of all kinds; re-establish internet connectivity at Station 810; request AT&T swap telephone numbers between the two locations (810 & 811); and establish a functioning dedicated office, including computer(s) and multifunction printer/scanner/copier to be available for district and fire department use. Space can be made for the exercise equipment in the equipment storage section of Station 810 (where there is post exercise bathroom/shower facility available).
2. Proposal: All records and materials belonging to Albion Little River Fire Department, Inc. are to be removed from the premises of the district by agent(s) of that organization within thirty days of board approval of proposal. After thirty days any remaining ALRVFD, Inc. materials left in district possession will be disposed of by the district as the district sees fit.

Please consider these proposals for approval at the April 20, 2016 regular meeting.

Thank you.

Alan