



Albion Little River Fire Protection District

REGULAR MEETING AGENDA

Monday, June 19, 2017, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:**
2. **Motion by Secretary Alan Taeger to adopt agenda:**
3. **Public communication to the board:** Members of the public may address the board on any matter within the jurisdiction of the board; however, no action will be taken on items not on the agenda. Individuals wishing to address the board regarding items on the agenda may do so when the agenda item is presented.
4. **Chief's report:** (See packet.)
5. **Consent calendar:** The following consent items are expected to be routine and non-controversial, and will be acted on by the board in a single action without discussion unless a request is made by a board member or a member of the public to move an item for discussion or separate action.
 - a. **Approval of May 15, 2017 regular meeting minutes.**
 - b. **Approval of June 10, 2017 special meeting minutes.**
 - c. **Acceptance of June 19, 2017 correspondence report.**
 - d. **Acceptance of April, 2017 financial reports.**
6. **Unfinished Business deferred pending seating of new board member(s):**
 - a. **Motion by Director Taeger to amend current district bylaws Section 1100-[Board Meetings], Article 6. [Board Meeting Schedule], item a. to read "Regular meetings to be held on the third Monday of each calendar month at 7:00 pm at Albion School, 30400 Albion Ridge Road, Albion, CA".** Motion carried by unanimous vote of the board at the September 14, 2016 regular meeting. Bylaws change requires confirmation by minimum four votes at a following regular meeting.
 - b. **Second reading of Ordinance 2016-1 proposed by Director Issel (see packet) including revisions.** Proposed ordinance would supersede Bylaws Section 1150 – Document Preparation/Postal Charges.
 - c. **Draft resolution regarding fee waivers:** To accompany ordinance above per item 3.
7. **New Items for discussion and possible action:**
 - a. **FY 2017-2018 tax revenue and appropriations draft budget presentation for review and discussion:** (See packet.) Final budget proposal to be submitted for board approval at the July 17, 2017 regular meeting.
8. **Committee Reports:**
 - a. **Ad hoc committees:**
 - i. **Dormant committees:**
 1. **Friends of ALRFPD**
 - ii. **Active committees:**
 1. **Long Term Budget Plan - Issel, Taeger**
 2. **Facilities and Apparatus –Issel, Taeger**
 3. **Mendocino Association of Fire Districts – Taeger (See Packet.)**
 4. **Strategic planning – Issel, Taeger**
 5. **Litigation – Issel, Taeger**
 6. **Operations – Issel**
 7. **Public Relations– Issel, Taeger**
9. **Directors Discussion:**
 - a. **Non agenda items of board concern.**
10. **Adjournment:**

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

Fire Chief's Report, 1 June, 2017, by Ted Williams

• Incident Log

- **201704924 05/02/2017 1110**
 - MEDICAL/TRAFFIC COLLISION; HWY 1, MP 3.75, ALBION
 - Ted Williams (8162)
 - Michael Rees
 - Harolde Searles
 - John Crowningshield (8180)
 - Debbi Wolfe
 - Steve Wolfe
 - On Scene: 1130
 - Available: 1159
- **201704927 05/02/2017 1353**
 - MEDICAL CHARLIE; 43300 LITTLE RIVER AIRPORT RD #49, LR
 - Ted Williams
 - John Crowningshield (8132)
 - On Scene: 1416
 - Available: 1431
- **201704979 05/03/2017 1905**
 - MEDICAL DELTA; 32600 ALBION RIDGE C ROAD, ALBION
 - Ted Williams
 - John Crowningshield (8130)
 - Steve Crowningshield (8130)
 - Rob Marcello (8130)
 - Serena Randolph (8130)
 - Sam Levine (8130)
 - On Scene: 1915
 - Available: 1942
- **201705015 05/04/2017 1254**
 - PUBLIC ASSIST; 43300 LITTLE RIVER AIRPORT RD#121, LR
 - Sam Levine
 - Steve Crowningshield
 - Debbi Wolfe (canceled)
 - Jaime Placido (cancelled)
 - On Scene: 1303
 - Available: 1310
- **201705090 05/06/2017 1412**
 - ELECTRICAL HAZARD; 31951 ALBION RIDGE ROAD, ALBION
 - Marshall Brown (IC)
 - Ted Williams (8162)
 - Leslie Hrbacek (8162)
 - Steve Wolfe
 - Debbi Wolfe
 - Serena Randolph
 - On Scene: 1418
 - Available: 1608

- **201705096 05/06/2017 1511**
 - WILDLAND FIRE; 5720 N HWY 1/TOP OF THE HILL ROAD, LR
 - Ted Williams (8162)
 - Leslie Hrbacek (8162)
 - Marshall Brown (8190)
 - Michael Rees
 - John Crowningshield (8191)
 - Craig Hathaway (8170)
 - Kevin Spring
 - Rob Marcello
 - Andrea Pennebaker
 - Jaime Placido (8170)
 - Steve Crowningshield
 - Sam Levine (8132) canceled
 - Steve Wolfe
 - Debbi Wolfe
 - On Scene: 1700
 - Available: 2048
- **201705270 05/10/2017 1616**
 - MEDICAL ALPHA; 41051 LITTLE RIVER AIRPORT ROAD, LR
 - John Crowningshield (8132)
 - Steve Crowningshield (8132)
 - Sam Levine
 - Ted Williams
 - Kevin Spring (canceled)
 - On Scene: 1628
 - Available: 1649
- **201705327 05/12/2017 0820**
 - MEDICAL DELTA; 2967 SPRING GROVE ROAD, ALBION
 - Andrea Pennebaker
 - Leslie Hrbacek (8130)
 - John Crowningshield
 - Steve Wolfe
 - Debbi Wolfe
 - Michael Rees
 - Sam Levine (canceled)
 - Ted Williams
 - Rob Marcello (cancelled)
 - On Scene: 0831
 - Available: 0922
- **201705510 05/16/2017 1924**
 - ELECTRICAL HAZARD; 6811 LR I ROAD (Road 18), LITTLE RIVER
 - Ted Williams
 - Marshall Brown (8162)
 - Sam Levine
 - John Crowningshield

- Steve Crowningshield
- Michael Rees
- Kevin Spring (canceled)
- Andrea Pennebaker (staged 8190)
- On Scene: 1941
- Available: 2230
- **201705525 05/17/2017 0554**
 - MEDICAL DELTA; 32321 ALBION RIDGE ROAD, ALBION
 - Address was actually Middle Ridge, patient was found at Albion Dump
 - Ted Williams
 - Andrea Pennebaker
 - Leslie Hrbacek (8130)
 - John Crowningshield (8132) (canceled)
 - On Scene: 0614
 - Available: 0631
- **2017005543 05/17/2017 1551**
 - MEDICAL/TRAFFIC COLLISION; 33821 NAVARRO RIDGE ROAD, ALBION
 - Call Not as Described; vehicle off roadway, unattended, call canceled
 - Michael Rees
 - Debbi Wolfe
 - Steve Wolfe
 - Rob Marcello
 - Ted Williams
 - Kevin Spring
 - Serena Randolph (canceled)
 - Austin Williams (canceled)
 - John Crowningshield (cancelled)
 - Leslie Hrbacek (cancelled)
 - On Scene: 1552
 - Available: 1553
- **2017005584 05/18/2017 1706**
 - MEDICAL DELTA; 6034 JACOBS RANCH ROAD (RD. 9), LITTLE RIVER
 - Steve Crowningshield (8132)
 - Michael Rees
 - Steve Wolfe
 - Debbi Wolfe
 - Ted Williams
 - On Scene: 1729
 - Available: 1738
- **2017006117 05/30/2017 1535**
 - MEDICAL BRAVO; LODGE @ WOODS, 43300 LITTLE RIVER AIRPORT RD #102, LR
 - Unable to Locate Pt., determined to be call for MVFD, wrong address
 - Ted Williams
 - Steve Crowningshield (8132)
 - Sam Levine

- On Scene: 1347
- Available: 1403



Albion Little River Fire Protection District

REGULAR MEETING MINUTES

Monday, May 15, 2017, 8:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:** Meeting called to order 8:03 pm by President Issel. Directors Taeger and Roat present. Also present were Chief Williams, 3 firefighters and 5 members of the public.
2. **Motion by Secretary Alan Taeger to adopt agenda:** Motion carried by unanimous vote.
3. **Public communication to the board:** Two members of the public expressed concern with content of meeting minutes. In response Director Roat cited a summary of Section 48 of Roberts Rules of Order (11th edition, p.468) pertaining to the issue: "Minutes should not contain owner comments and never be a transcript of every statement made by directors and attendees. Recording every comment creates potential defamation claims or becomes evidence for other claims against the board and the association. Minutes should reflect decisions and reasons for those decisions, not conversations." And further, "As a rule, minutes should record what was done at a meeting, not what was said."
4. **Chief's report:** (In packet.)
5. **Consent calendar:** Item (b.) pulled for separate consideration by Director Taeger. Balance approved by unanimous consent.
 - a. **Approval of the April 17, 2017 regular meeting minutes.**
 - b. **Acceptance of May 15, 2017 correspondence report:** Approved as amended by unanimous vote.
 - c. **Acceptance of the March, 2017 financial reports.**
6. **Unfinished Business for discussion and possible action:**
 - a. **Introduction of board member candidate(s):** Director Taeger announced that the request by the board for the county board of supervisors to appoint Steve Acker to the District Board cannot be executed because the statutory time limit for board appointments has passed. No additional board members may be seated until election in November, 2017. Three board seats will be up for election at that time.
7. **Unfinished Business deferred pending seating of new board member(s):**
 - a. **Motion by Director Taeger to amend current district bylaws Section 1100-[Board Meetings], Article 6. [Board Meeting Schedule], item a. to read "Regular meetings to be held on the third Monday of each calendar month at 7:00 pm at Albion School, 30400 Albion Ridge Road, Albion, CA".** Motion carried by unanimous vote of the board at the September 14, 2016 regular meeting. Bylaws change requires confirmation by minimum four votes at a following regular meeting.
 - b. **Second reading of Ordinance 2016-1 proposed by Director Issel (see packet) including revisions.** Proposed ordinance would supersede Bylaws Section 1150 – Document Preparation/Postal Charges.
 - c. **Draft resolution regarding fee waivers:** To accompany ordinance above per item 3.
8. **New Items for discussion and possible action:**
 - a. **Motion by Director Taeger to amend FY 2016-2017 District budget as detailed in packet:** Motion approved by unanimous vote.
 - b. **Motion by Director Issel to approve draft letter to Mendocino Unified School District addressing the District's position re: proposed fire department uses for Albion School facilities.** Motion approved by unanimous vote.
9. **Committee Reports:**
 - a. **Public Relations standing committee – Issel, Taeger:** Director Issel reported that the second phase of the website update is underway and that it should be up for beta testing soon.
 - b. **Ad hoc committees:**
 - i. **Dormant committees:**
 1. **Friends of ALRFPD**

ii. Active committees:

1. **Long Term Budget Plan - Issel, Taeger:** No report
2. **Facilities and Apparatus –Issel, Taeger:** No report
3. **Mendocino Association of Fire Districts – Taeger:** No report
4. **Strategic planning – Issel, Taeger:** Director Issel reported that he is in the process of rescheduling strategic planning activities to include potential board member candidates.
5. **Litigation – Issel, Taeger:** No report
6. **Operations – Issel:** No report

10. Directors Discussion:**a. Non agenda items of board concern:**

- i. Director Issel briefly discussed progress on establishing a state sanctioned special contracts agreement where the District can set up bidders lists for expediting capital expenditures.
- ii. Director Issel mentioned an idea put forward to see if the sheriff's Office would be interested in using Station 810 as a sub-station.
- iii. There was a brief discussion among Chief Williams and board members regarding a practical decision to hire a licensed contractor to perform regular vegetation management at all District locations, and the possible availability of a qualified local, in district contractor who may be able to perform the work.

11. Adjournment: Meeting adjourned 8:49 pm.



Albion Little River Fire Protection District

SPECIAL MEETING MINUTES

Saturday June 10, 2017, 9:00 AM, 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 district counsel regarding anticipated litigation. No other business was considered at this special meeting.

- 1. Call to order and determination of a quorum:** Meeting called to order 9:01 am by President Issel. Directors Taeger and Roat present. Also present were Chief Williams and District Counsel Terry Gross.
- 2. Public communication to the board:** None.
- 3. Closed Session:** Adjourned to closed session 9:01 am for conference with Legal Counsel - Anticipated Litigation. Significant exposure to Litigation – One Case. Gov. Code Section 54956.9(d)(2).
- 4. Report of action taken in closed session:** Open session reconvened 10:11 am. No action taken in closed session.
- 5. Adjournment:** Meeting adjourned 10:12 am.



REGULAR MEETING MONDAY, JUNE 19, 2017 CORRESPONDENCE REPORT

- May 17, 2017 -Received letter by USPS from Redwood Coast Fuels with announcement that the CFN (fuel cardlock) site at Little River will not become part of Redwood Coast Fuels system and will remain in its agreement with Eel River Fuels.
- May 24, 2017 -Received letter by USPS from County of Mendocino Executive Office announcing resolution by Little Lake Fire Protection District to change its regularly scheduled district election for governing board members from odd number years to even number years starting in 2020.
-Received letter by USPS from County of Mendocino Auditor-Controller with estimated FY 2017-18 tax revenue.
- May 25, 2017 -received letter by USPS from California EED announcing requirement to electronically submit all employment tax returns, wage reports, and payroll tax deposits effective January 1, 2018.
- June 15, 2017 -Latter by USPS from Sonoma Clean Power announcing beginning of service to Mendocino County.

11:30 AM

06/15/17

Accrual Basis

010
Albion Little River Fire Protection District
Balance Sheet
As of April 30, 2017

	<u>Apr 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Building Fund - Checking	10,637.91
County Held Funds	360,716.73
District Checking	90,589.44
Fire Department - Donations	175,373.13
Total Checking/Savings	<u>637,317.21</u>
Total Current Assets	637,317.21
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><u>1,057,916.21</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Bank of the West Credit Card	-134.81
Total Credit Cards	<u>-134.81</u>
Total Current Liabilities	<u>-134.81</u>
Total Liabilities	-134.81
Equity	
Opening Balance Equity	588,887.94
Retained Earnings	357,110.98
Net Income	112,052.10
Total Equity	<u>1,058,051.02</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,057,916.21</u></u>

**Albion Little River Fire Protection District
Donation Revenue & Expenses Detail**

11:28 AM

06/15/17

July 2016 through April 2017

Accrual Basis

Type	Date	Num	Adj	Name	Class	Clr	Split	Debit	Credit	Balance
Income										
82-4100-INTEREST INCOME										
Deposit	07/29/2016				FD Donat...		Fire Departme...		5.43	5.43
Deposit	08/31/2016				FD Donat...		Fire Departme...		5.34	10.77
Deposit	09/30/2016				FD Donat...		Fire Departme...		5.42	16.19
Deposit	10/31/2016			Savings Bank Of Me...	FD Donat...		Fire Departme...		6.09	22.28
Deposit	11/30/2016				FD Donat...		Fire Departme...		6.06	28.34
Deposit	12/30/2016				FD Donat...		Fire Departme...		6.40	34.74
Deposit	01/30/2017				FD Donat...		Fire Departme...		6.83	41.57
Deposit	02/28/2017				FD Donat...		Fire Departme...		6.37	47.94
Deposit	03/31/2017				FD Donat...		Fire Departme...		7.27	55.21
Deposit	04/28/2017				FD Donat...		Fire Departme...		7.20	62.41
Total 82-4100-INTEREST INCOME								0.00	62.41	62.41
82-7705 Donations										
Business										
Deposit	08/10/2016	5818			FD Donat...		Fire Departme...		400.00	400.00
Deposit	11/19/2016	88246		LITTLE RIVER INN	FD Donat...		Fire Departme...		500.00	900.00
Deposit	12/15/2016	7492			FD Donat...		Fire Departme...		150.00	1,050.00
Deposit	04/04/2017	90762		LITTLE RIVER INN	FD Donat...		Fire Departme...		600.00	1,650.00
Total Business								0.00	1,650.00	1,650.00
Individual										
Deposit	07/11/2016	4629			FD Donat...		Fire Departme...		275.00	275.00
Deposit	08/10/2016	9767			FD Donat...		Fire Departme...		110.00	385.00
Deposit	08/21/2016				FD Donat...		Fire Departme...		100.00	485.00
Deposit	09/26/2016	4419			FD Donat...		Fire Departme...		200.00	685.00
Deposit	10/13/2016	1762		Craig Davis	FD Donat...		Fire Departme...		3,500.00	4,185.00
Deposit	10/13/2016	1042		The Daley Family Fo...	FD Donat...		Fire Departme...		500.00	4,685.00
Deposit	11/19/2016				FD Donat...		Fire Departme...		500.00	5,185.00
Deposit	12/27/2016				FD Donat...		Fire Departme...		5,000.00	10,185.00
Deposit	12/27/2016				FD Donat...		Fire Departme...		2,900.00	13,085.00
Deposit	01/05/2017	2104			FD Donat...		Fire Departme...		1,500.00	14,585.00
Deposit	01/11/2017	1074			FD Donat...		Fire Departme...		1,500.00	16,085.00
Deposit	02/09/2017	00563...		-MULTIPLE-	FD Donat...		Fire Departme...		4,185.00	20,270.00
Deposit	02/10/2017	00494...			FD Donat...		Fire Departme...		2,435.00	22,705.00
Deposit	03/06/2017	3309			FD Donat...		Fire Departme...		100.00	22,805.00
Deposit	03/20/2017	00644...		JEANNETTE RASKER	FD Donat...		Fire Departme...		35.00	22,840.00
Deposit	04/04/2017	00730...		JEANNETTE RASKER	FD Donat...		Fire Departme...		35.00	22,875.00
Total Individual								0.00	22,875.00	22,875.00
82-7705 Donations - Other										
Deposit	07/11/2016	152850		RECYCLE PROGRAM	FD Donat...		Fire Departme...		64.76	64.76
Deposit	07/11/2016	152411		RECYCLE PROGRAM	FD Donat...		Fire Departme...		69.75	134.51
Deposit	07/11/2016	153118		RECYCLE PROGRAM	FD Donat...		Fire Departme...		77.00	211.51
Deposit	07/11/2016	001394		THE WOODLANDE...	FD Donat...		Fire Departme...		2,000.00	2,211.51
Deposit	07/26/2016	153306		RECYCLE PROGRAM	FD Donat...		Fire Departme...		214.88	2,426.39
Deposit	07/28/2016	3077			FD Donat...		Fire Departme...		60.00	2,486.39
Deposit	07/28/2016	1145			FD Donat...		Fire Departme...		50.00	2,536.39
Deposit	07/28/2016	3215			FD Donat...		Fire Departme...		2,900.00	5,436.39
Deposit	07/28/2016	1283			FD Donat...		Fire Departme...		1,250.00	6,686.39
Deposit	08/05/2016				FD Donat...		Fire Departme...		100.00	6,786.39
Deposit	08/10/2016			RECYCLE PROGRAM	FD Donat...		Fire Departme...		75.07	6,861.46
Deposit	08/10/2016				FD Donat...		Fire Departme...		60.00	6,921.46
Deposit	08/17/2016	2466			FD Donat...		Fire Departme...		100.00	7,021.46
Deposit	08/21/2016	154004		RECYCLE PROGRAM	FD Donat...		Fire Departme...		66.05	7,087.51
Deposit	08/24/2016	154832		RECYCLE PROGRAM	FD Donat...		Fire Departme...		84.65	7,172.16
Deposit	08/31/2016			RECYCLE PROGRAM	FD Donat...		Fire Departme...		57.64	7,229.80
Deposit	09/05/2016	1413		THE WOODLANDE...	FD Donat...		Fire Departme...		32.50	7,262.30
Deposit	09/07/2016	155046		RECYCLE PROGRAM	FD Donat...		Fire Departme...		79.83	7,342.13
Deposit	09/26/2016	155413		RECYCLE PROGRAM	FD Donat...		Fire Departme...		104.60	7,446.73
Deposit	09/26/2016	1417		THE WOODLANDE...	FD Donat...		Fire Departme...		2,000.00	9,446.73
Deposit	09/26/2016	155591		RECYCLE PROGRAM	FD Donat...		Fire Departme...		49.49	9,496.22
Deposit	09/26/2016	154697		RECYCLE PROGRAM	FD Donat...		Fire Departme...		96.55	9,592.77
Deposit	09/26/2016	233		Albion-Little River Fi...	-MULTIP...		Fire Departme...		6,689.18	16,281.95
Deposit	10/13/2016	12792		Mendocino Coast H...	FD Donat...		Fire Departme...		1,500.00	17,781.95
Deposit	10/13/2016	156374		RECYCLE PROGRAM	FD Donat...		Fire Departme...		42.24	17,824.19
Deposit	10/13/2016				FD Donat...		Fire Departme...		1,358.00	19,182.19
Check	10/18/2016				FD Donat...		Fire Departme...	500.00		18,682.19
Deposit	10/31/2016	198			FD Donat...		Fire Departme...		500.00	19,182.19
Deposit	10/31/2016	157293		Waste Management	FD Donat...		Fire Departme...		57.22	19,239.41
Deposit	10/31/2016	157293		Waste Management	FD Donat...		Fire Departme...		37.28	19,276.69
Deposit	10/31/2016	157211		Waste Management	FD Donat...		Fire Departme...		85.81	19,362.50
Deposit	11/14/2016	157401		Waste Management	FD Donat...		Fire Departme...		30.04	19,392.54
Deposit	11/23/2016			Waste Management	FD Donat...		Fire Departme...		33.97	19,426.51
Deposit	11/23/2016				FD Donat...		Fire Departme...		1,000.00	20,426.51
Deposit	12/05/2016	158279		Waste Management	FD Donat...		Fire Departme...		95.63	20,522.14
Deposit	12/14/2016				FD Donat...		Fire Departme...		16.00	20,538.14
Deposit	12/14/2016	158430		Waste Management	FD Donat...		Fire Departme...		97.05	20,635.19
Deposit	12/15/2016	2603		WHITESBORO GRA...	FD Donat...		Fire Departme...		1,096.00	21,731.19
Deposit	12/27/2016	158945		Waste Management	FD Donat...		Fire Departme...		84.08	21,815.27
Deposit	01/11/2017			Waste Management	FD Donat...		Fire Departme...		72.08	21,887.35
Deposit	03/06/2017	160729		Waste Management	FD Donat...		Fire Departme...		162.61	22,049.96
Deposit	03/06/2017	234		Albion-Little River Fi...	-MULTIP...		Fire Departme...		900.00	22,949.96
Deposit	03/20/2017	160968		Waste Management	FD Donat...		Fire Departme...		70.41	23,020.37
Deposit	03/20/2017	232			FD Donat...		Fire Departme...		99.91	23,120.28
Deposit	04/04/2017	161771		Waste Management	FD Donat...		Fire Departme...		76.60	23,196.88
Deposit	04/04/2017	161601		Waste Management	FD Donat...		Fire Departme...		58.46	23,255.34

**Albion Little River Fire Protection District
Donation Revenue & Expenses Detail**

11:28 AM

06/15/17

Accrual Basis

July 2016 through April 2017

Type	Date	Num	Adj	Name	Class	Clr	Split	Debit	Credit	Balance
Deposit	04/22/2017	162188		Waste Management	FD Donat...		Fire Departme...		129.80	23,385.14
Total 82-7705 Donations - Other								500.00	23,885.14	23,385.14
Total 82-7705 Donations								500.00	48,410.14	47,910.14
BBQ INCOME										
Deposit	08/10/2016				FD Donat...		Fire Departme...		65.00	65.00
Deposit	08/10/2016				FD Donat...		Fire Departme...		278.00	343.00
Deposit	08/10/2016				FD Donat...		Fire Departme...		380.00	723.00
Deposit	08/10/2016				FD Donat...		Fire Departme...		475.00	1,198.00
Deposit	08/10/2016				FD Donat...		Fire Departme...		400.00	1,598.00
Total BBQ INCOME								0.00	1,598.00	1,598.00
Total Income								500.00	50,070.55	49,570.55
Gross Profit								500.00	50,070.55	49,570.55
Expense										
86-2170-DISTRICT OFFICE SUPPLIE										
Paper, Ink, Materials										
Check	09/14/2016	1047		Beckman Printing & ...	FD Donat...		Fire Departme...	39.95		39.95
Total Paper, Ink, Materials								39.95	0.00	39.95
86-2170-DISTRICT OFFICE SUPPLIE - Other										
Check	03/22/2017	1049		Debbie Wolfe	FD Donat...		Fire Departme...	28.47		28.47
Total 86-2170-DISTRICT OFFICE SUPPLIE - Other								28.47	0.00	28.47
Total 86-2170-DISTRICT OFFICE SUPPLIE								68.42	0.00	68.42
86-2181-AUDITING & FISCAL SERVI										
Check	10/18/2016			Savings Bank Of Me...	FD Donat...		Fire Departme...	7.00		7.00
Check	03/31/2017				FD Donat...		Fire Departme...	5.00		12.00
Check	04/28/2017				FD Donat...		Fire Departme...	5.00		17.00
Total 86-2181-AUDITING & FISCAL SERVI								17.00	0.00	17.00
Suspense										
Check	08/05/2016			Pierce	FD Donat...		Fire Departme...	47,824.78		47,824.78
Check	08/05/2016			Savings Bank Of Me...	FD Donat...		Fire Departme...	30.00		47,854.78
Deposit	08/08/2016			Albion-Little River Fi...	FD Donat...		Fire Departme...		42,824.78	5,030.00
Deposit	09/26/2016	035529		Santa Cruz County ...	FD Donat...		Fire Departme...		10.00	5,020.00
Deposit	03/20/2017				FD Donat...		Fire Departme...		5,020.00	0.00
Total Suspense								47,854.78	47,854.78	0.00
Total Expense								47,940.20	47,854.78	85.42
Net Income								48,440.20	97,925.33	49,485.13

013
Albion Little River Fire Protection District
Budget vs. Actual
July 2016 through April 2017

	Jul '16 - Apr 17	Budget	\$ Over Budget	% of Budget
Income				
82-1110 CURRENT SECURED TAX	74,514.96	77,691.00	-3,176.04	95.9%
82-1120-CURRENT UNSECURED TAX	2,467.73	2,555.00	-87.27	96.6%
82-1130-SB813 SUPPLEMENTAL TAX	515.08	397.00	118.08	129.7%
82-1210-PRIOR SECURED TAX	5.60			
82-1220-PRIOR UNSECURED TAX	50.04	74.00	-23.96	67.6%
82-1300-SPECIAL TAX	177,002.03	191,685.78	-14,683.75	92.3%
82-1510 SALES TAX-PUBLIC SAFETY	13,155.00	13,155.00	0.00	100.0%
82-1600-TIMBER TAX	247.72	265.00	-17.28	93.5%
82-4100-INTEREST INCOME	1,446.33	0.00	1,446.33	100.0%
82-5481-HOMEOWNER PROPERTY TAX	354.83	731.00	-376.17	48.5%
82-7700-OTHER	9,391.63	0.00	9,391.63	100.0%
82-7705 Donations	0.00	0.00	0.00	0.0%
BBQ INCOME	0.00	0.00	0.00	0.0%
Total Income	279,150.95	286,553.78	-7,402.83	97.4%
Gross Profit	279,150.95	286,553.78	-7,402.83	97.4%
Expense				
86-1014-MISC EMPLOYEE BENEFITS	715.00	2,000.00	-1,285.00	35.8%
86-1035-WORKERS COMPENSATION IN	9,381.00	9,340.00	41.00	100.4%
86-2050-CLOTHING & PERSONAL ITE	3,866.45	15,000.00	-11,133.55	25.8%
86-2060-COMMUNICATIONS	3,560.55	5,000.00	-1,439.45	71.2%
86-2080-FOOD	292.73	1,000.00	-707.27	29.3%
86-2101-INSURANCE GENERAL	8,950.00	9,268.00	-318.00	96.6%
86-2120-MAINTENANCE EQUIPMENT	16,297.86	35,000.00	-18,702.14	46.6%
86-2130-MAINTENANCE STRUCTURES	349.82	3,500.00	-3,150.18	10.0%
86-2140-MEDICAL, LAB SUPPLIES	3,763.83	5,000.00	-1,236.17	75.3%
86-2150-MEMBERSHIPS	972.00	1,300.00	-328.00	74.8%
86-2170-DISTRICT OFFICE SUPPLIE	2,153.76	2,500.00	-346.24	86.2%
86-2181-AUDITING & FISCAL SERVI	9,807.75	15,000.00	-5,192.25	65.4%
86-2185-MED AND DENTAL	609.40	1,500.00	-890.60	40.6%
86-2187-EDUCATION & TRAINING	3,560.19	7,500.00	-3,939.81	47.5%
86-2189-PROFESIONAL & SPECIAL S	30,628.95	39,000.00	-8,371.05	78.5%
86-2210-RENT LEASES	54.00	54.00	0.00	100.0%
86-2220-SMALL TOOLS & SUPPLIES	6,581.39	10,000.00	-3,418.61	65.8%
86-2231-ELECTION SUPERVISION &	0.00	500.00	-500.00	0.0%
86-2250-TRANSPORTATION & TRAVEL	2,490.48	15,000.00	-12,509.52	16.6%
86-2260-UTILITIES	5,066.16	5,000.00	66.16	101.3%
86-3113-PAYMNTS TO GOVT AGENCIE	2,170.33	2,500.00	-329.67	86.8%
86-3310 Interest	20,624.23	21,068.47	-444.24	97.9%
86-3311 Principal	16,875.77	16,431.53	444.24	102.7%
86-4360-BUILDINGS & IMPROVEMENT	0.00	140,000.00	-140,000.00	0.0%
86-4370-EQUIPMENT (PURCHASE)	65,966.72	100,000.00	-34,033.28	66.0%
BBQ	0.00	0.00	0.00	0.0%
Suspense	1,840.04	0.00	1,840.04	100.0%
Total Expense	216,578.41	462,462.00	-245,883.59	46.8%

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06/15/17

Accrual Basis

014
Albion Little River Fire Protection District
Budget vs. Actual
July 2016 through April 2017

	<u>Jul '16 - Apr 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Income	<u>62,572.54</u>	<u>-175,908.22</u>	<u>238,480.76</u>	<u>-35.6%</u>

PROPOSED TAX REVENUE AND APPROPRIATIONS BUDGET FOR FISCAL YEAR 2017-2018
Presented for review June 19, 2017

DISTRICT NAME: ALBION LITTLE RIVER FIRE PROTECTION

FUND NUMBER: 341

TOTAL ESTIMATED REVENUE FOR 2016-2017 \$288,068.00

FUND BALANCE AS OF 6/30/17 not yet known - previous year shown as placeholder **\$368,290.00**

TOTAL TAX FUNDS AVAILABLE FOR APPROPRIATIONS IN 2016-2017 **\$656,358.00**
 (Appropriations must not exceed this amount)

ESTIMATED REVENUE

821110	CURRENT SECURED TAX		\$77,691.00
821120	CURRENT UNSECURED TAX		\$2,555.00
821130	SB 813 SUPPLEMENTAL TAX		\$397.00
821220	PRIOR UNSECURED TAX		\$74.00
821300	SPECIAL TAX (FIRE ASSESSMENTS)		\$191,000.00
821510	SALES TAX - PUBLIC SAFETY (Prop 172)	not yet known - previous year shown as placeholder	\$13,155.00
821600	TIMBER TAX		\$265.00
824100	INTEREST		\$2,200.00
825481	HOMEOWNERS PROPERTY TAX RELIEF		\$731.00

TOTAL ESTIMATED REVENUE **\$288,068.00**

APPROPRIATIONS

CONTINGENCIES

860010	MEASURE M CONTINGENCY RESERVE	(previous reserve plus \$30,000.00)	\$90,000.00
860011	SPECIAL CONTINGENCY RESERVE (DEBT COLLATERAL)	(fixed reserve)	\$42,824.78

TOTAL CONTINGENCY RESERVE **\$132,824.78**

SALARY & BENEFITS

861014	MISCELLANEOUS EMPLOYEE BENEFITS		\$2,000.00
861035	WORKERS COMPENSATION INSURANCE		\$7,314.00

TOTAL SALARY & BENEFITS **\$9,314.00**

SERVICES & SUPPLIES

862050	CLOTHING & PERSONAL ITEMS		\$15,000.00
862060	COMMUNICATIONS		\$5,000.00
862080	FOOD		\$1,000.00
862101	INSURANCE - GENERAL		\$7,372.00
862120	MAINTENANCE - EQUIPMENT		\$35,000.00
862130	MAINTENANCE - STRUCTURES & GROUNDS		\$7,000.00
862140	MEDICAL, DENTAL & LAB SUPPLIES		\$6,000.00
862150	MEMBERSHIPS		\$1,000.00
862170	OFFICE EXPENSE		\$2,500.00
862181	AUDITING & FISCAL SERVICES		\$7,000.00
862185	MEDICAL, DENTAL SERVICES		\$1,500.00
862187	EDUCATION & TRAINING		\$7,500.00
862189	PROFESSIONAL & SPECIAL SERVICES - OTHER		\$39,000.00
862210	RENTS & LEASES BUILDINGS & GROUNDS		\$50.00
862220	SMALL TOOLS & INSTRUMENTS		\$10,000.00
862231	ELECTION SUPERVISION & SERVICES		\$500.00
862250	TRANSPORTATION & TRAVEL		\$15,000.00
862260	UTILITIES		\$5,000.00

TOTAL SERVICES & SUPPLIES **\$165,422.00**

OTHER APPROPRIATIONS

863113	PAYMENTS TO OTHER GOVERNMENT AGENCIES		\$3,000.00
863310	INTEREST		\$21,068.47
863311	PRINCIPAL		\$16,431.53
864360	STRUCTURES & IMPROVEMENTS		\$140,000.00
864370	EQUIPMENT		\$100,000.00

TOTAL OTHER APPROPRIATIONS **\$280,500.00**

TOTAL APPROPRIATIONS **\$588,060.78**

ESTIMATED REVENUE OVER/UNDER APPROPRIATIONS **\$68,297.22**

016
Meeting Notes

Mendocino County Association of Fire Districts

10:00am Wednesday April 19, 2017
at the Anderson Valley CSD, Boonville

MEETING - Introductions and Attendees:

Lucien Long ECSD, Chris Wilkes LLFPD, Pat Garrett UVFPD, Kathleen McKenna AVCSO, Linda Talso RVCFPD, Don Dale RVCFPD, Tony Orth BTCSD, Joe Sutphin FBFP, Jim Little Laytonville LVFPD, John Allison WFPC, Alan Taeger ALRFPD, Andres Avila AVCSO, Claudia Hillary RCFPD, Ben MacMillan ECSD

Unable to attend: Michael Schaeffer CCSD, Dave Roderick HFPD, Denise Rose BTCSD, Jim Brown Ukiah City, Bill Knapp WFPC

Guests: George Gonzalez MEU Chief, Paul Duncan MEU ECC, Kyle "Brett" Pinson MEU

CONTINUING and NEW BUSINESS ITEMS:

1. George Gonzalez, the new MEU Chief, attended our meeting with two members of the MEU CalFire group. We learned that Tim Person (formerly in charge of Howard Forest ECC) is now working at the CalFire unit near Grass Valley. Paul Duncan is currently acting in this position until a replacement is selected. Mr Duncan's credentials include working as a paramedic with South Coast Life Support District in Gualala.

Per our MCAFD request, Mr Gonzalez provided copy of the 2016 Mendocino County Fire Services Incident Totals. As we learned last year, this is a very interesting document. Copies will be routed to each agency after we receive an electronic version. Mr Gonzalez gave a short presentation on the fire prevention program funded by SRA fees. The information he passed along was essentially the same as we have heard and communicated. Seasonal inspectors are hired, grant funds are made available for identified projects, and more monies leave the County than are returned.

A meaningful discussion about the "Assistance by Hire" agreements that CalFire has with each Agency. Sacramento is looking to have each CalFire unit's agreements match the CFAA agreement's 12-hour rule before reimbursements are made for local agency responses. Current MEU agreements specify a 4-hour time period before reimbursement. Mr Gonzalez indicated that the MEU will continue with the 4-hour period. Clearly, a longer time period before reimbursement would have a major detrimental effect on our local agencies and the likelihood of volunteers willing to respond. This possibility generated a quite lively discussion with Jim Little from Laytonville presenting very cogent arguments for not changing.

2. The pending status of the County's releasing Prop 172 & CSA #3 funds was discussed. An inadvertent copying error resulted in each agency's contract omitting administrative wording. The County has now re-generated a page 1 for each agreement with the missing few words re-inserted. Email copies of each fully signed contract will soon be available. Due to the short time remaining before the end of this FY, questions arose about whether all monies had to be spent or returned to the County. Other questions about documentation to be furnished by each Agency to the County arose. Contact will be made with Alan Flora to seek clarification and direction. Once obtained, this will be communicated.

3. Lack of participation in the BOS "Public Safety" standing committee was discussed. Specific examples of requests to participate were detailed. Don Dale made a strong case to present the BOS with a formal written request to be agendaized, this can't be ignored. Seems a very good point.

4. Denise Rose generated a draft proposal for Fire's allocation and use of yet-to-be-seem cannabis tax revenues. A portion of this draft included possible dedication of a portion of the funds into a restricted grant funding account that would then be allocated based upon identified needs. In concept, proposal generated some serious concerns. A copy of this draft will be routed to each Agency for comments and input and discussion will be scheduled for the June meeting.

5. Ukiah City's concerns relating the Prop 172 & CSA #3 funding will be carried forward to the next meeting.

6. The open 3rd District Supervisor's position and the process to fill it were briefly discussed. In a seemingly secretive process, the Governor's office is conducting interviews with a number of unannounced candidates (potentially up to 10). Once the replacement individual is appointed, it was suggested that the MCAFD schedule a fire issues informational/update meeting to bring them up to date.

7. Nash Gonzalez, Interim Director of Planning and Building Services, was suggested as a potential speaker for our next meeting. A number of Fire-related issues clearly fall into the P&BS domain. Quick agreement was reached and he will be invited.

8. Briefly, AVCS D's application to activate their latent powers to include ambulance services was mentioned and a LAFCO hearing is scheduled for May 1. Once activated, the AV Ambulance can merge (be absorbed into) the AVCS D as one agency.

9. Under SB 415 (2015), election cycles of small special districts are to be consolidated with state wide elections by 2022. However, there is a Jan 1 2018 deadline to have a plan in place to accomplish this transition. Significant election cost increases will almost certainly result for any district choosing not to follow this consolidation move. County Counsel's office has produced a set of instructions and draft resolution template for our Agencies to use in this process. This information was previously routed.

10. A new SB 432 (2017) calls for emergency first responders to be immediately notified if they have been exposed to a serious recognized health hazard. Following discussion, it was agreed that the MCAFD will generate a letter of support. Kathleen McKenna volunteered to prepare a draft.

11. The concept of forming a MCAFD "population subcommittee" to analyze available census information and then propose population numbers for each District/Agency for use in future funding allocations was broached. The combined totals must not exceed the County's total population. Reaction was quite favorable among those present.

12. A suggestion was made that LAFCO (or County) prepare a single map which would include both District boundaries and District/Agency recognized service areas used for dispatch. After reviewing problems with LAFCO's maps which variously show different service areas for Westport and nothing for Whale Gulch, it was clear that inconsistencies exist. LAFCO maps do not reflect District service areas. After important discussion, it was felt best not to have a County map which would detail this combined information for each Agency because it could be seen as a guarantee of service. Following this point of view, conversation shifted to possibly using a copy of map(s) used by Howard Forest ECC dispatch that would generically contain this information. No specific resolution occurred as the conversation shifted to the dispatch RFP process.

13. A quick summary of the Ambulance EOA RFP and Dispatch RFP process and activities took place. An important new (to our group) concept surfaced. We learned a concept to potentially combine the separate RFP's into a single RFP for both Ambulance and Dispatch is being floated. Further discussion led to the recognition that any such combination would mean that only Ambulance providers would be eligible to participate in the RFP process ... thus excluding CalFire's ECC from bidding. Clarification of this possibility is urgently needed. Via contact with Tammy Moss Chandler, this question will be raised and Fire's concerns noted.

FOLLOW-UP ITEMS FOR NEXT MEETING:

1. Ukiah City concerns/issues with Fire funding allocations
2. Cannabis tax draft allocation proposal
3. RFP Process
4. Standing Committee and Fire's issues including budget inclusion
- 5.

NEXT MEETING:

10:00am Wednesday
June 21, 2017
Anderson Valley CSD

Adjourned: 12:20pm