

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
BUSINESS MEETING AGENDA**

Tuesday, May 31, 2011, 7:00 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

1. **Call to order and determination of a quorum:**
2. **Public communication to the board:** An opportunity is provided for members of the public to address the board with respect to matters within the board's jurisdiction whether on the agenda or not. For action items the public may also address the board at the time the item is presented for action.
3. **Adjournment:** The board meeting will adjourn to meet in closed session. The regular business meeting will reconvene immediately following closed session.
4. **Closed session - Personnel:** The board will interview candidate(s) for Chief selected by Albion Little River Volunteer Fire Department to fill the vacancy created by the resignation of Chief Derek Wilson.
5. **Call to order:** Public business meeting will reconvene.
6. **Closed session Report:** The board will report any action taken in closed session.
7. **Previous meeting minutes:** The minutes of the April 26, 2011 regular business meeting will be approved and/or revised and approved.
8. **Fire chief's report:**
  - a. **Incident reports:** The fire chief is requested to provide written report on the types of calls to which the fire department has responded since the last board meeting, and to note any trends which would suggest a need for changes to the district's and the fire department's planning.
  - b. **Fund raising, gifts, service fees:** Chief's report of current information on fundraising, gifts to the department, and any calls on which service fees should be levied by the district board.
  - c. **Fire department report:** Chief's report on other fire department progress.
  - d. **Fire department operational needs:** Chief's report on department needs.
  - e. **Vehicle maintenance report:** Chief's report on vehicle maintenance.
9. **Communications to the board:** Communications to the board will be presented.
10. **Financial report:** Current financial statements for the district will be presented.
11. **Items for consideration and possible action:**
  - a. **Chief appointment:** The board may vote to appoint a candidate selected by the fire department to fill the position of chief for the balance of the current term.
  - b. **Bylaws revision:** The board will review and consider for adoption a proposed amendment to the Albion Little River Fire Protection District Bylaws, Policies and Procedures (Section 1017 – Appointment and Removal of Fire Chief).
  - c. **Special fire and rescue tax assessment:** The board will review and discuss the updating of current special tax rolls. The board may initiate a proposal for a written special tax assessment revision policy.
12. **Committee reports:**
  - a. **New fire station committee.**
  - b. **Vehicle committee.**
13. **Directors' discussion:** Individual board members may discuss topics of concern to the district including, but not limited to, insurance, bylaws, fund raising, firefighter benefits.
14. **Next meeting schedule:** Tuesday, June 28, 2011, 7:30 pm.
15. **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 in writing at P.O. Box 634, Albion, CA 95410-0634, as soon as possible before the meeting date.

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*12 med  
1 fire alarm  
3 water rescue  
BBB Jul 9  
and  
fire past  
6-10*

*8192  
FBD  
for report  
mtg*

*Sp/mtg  
21 Jun  
& Budget*

*+ stolen items  
info being  
collected*

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
BUSINESS MEETING MINUTES**

Tuesday, April 26, 2011, 7:30 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

1. **Call to order and determination of a quorum:** meeting called to order by President Alan Taeger at 7:33pm. Present were Board members Rich Riley, Ed Petrykowski, Ken Matheson and Terry Kemp. Chief Derek Wilson, Erica Geer, Ted Williams, Scott Roat, John Crowningshield and Marshall Brown attended from the Fire Department. Brad Montgomery also was present.
2. **Public communication to the board:** None.
3. **Previous meeting minutes:** The minutes of the March 29, 2011 regular business meeting were approved as presented by unanimous vote of the board members present on a motion by Ken.
4. **Fire chief's report:**
  - a. **Incident reports:** 4 medical, 1 boat/trailer fire.
  - b. **Fund raising, gifts, service fees:** The BBQ will be held on July 9<sup>th</sup>, 2011 from 1pm-4pm followed by a benefit concert until 10pm.
  - c. **Fire department report:** Chief Wilson announced his resignation effective end of May. Marshall Brown and Andrew Crowningshield completed the Fire Fighter I training course offered by the CalFire Academy. John Crowningshield will talk to Dave Thorpe at the airport about the availability of a hanger at the airport for fire department use.
  - d. **Fire department operational needs:** The equipment that was recently stolen from 812 will need to be replaced. Some of the cost will be covered by insurance. Derek will research the cost of the replacement equipment to provide necessary information to complete the insurance claim.
  - e. **Vehicle maintenance report:** 8132- is at FB Diesel for maintenance. 8163- is still at Opperman's and should be back by April 28<sup>th</sup>. 8162 will be going to Opperman's for water level indicator replacement. 8192- Is having water pumping difficulty.
5. **Communications to the board:**
  - a. Received a letter from LAFCO with a notice of its final budget hearing for FY 2011-2012 to be held at its regular meeting on May 2, 2011.
  - b. Received correspondence from CSDA with a notice of availability of financial assistance.
  - c. Received quarterly investment report from the county treasurer.
  - d. Received notice from county planning and building services of an application for renewal of CDP #49-2003.
  - e. Received a letter from the county clerk with the correct filing dates (7/18/11-8/12/11) for the board member election in November.
6. **Financial report:** Current financial statements were presented.
7. **Items for consideration and possible action:**
  - a. **Chief's absence:** Chief Wilson has resigned effective end of May. The fire department will discuss nominations for a new chief at their next business meeting May 12, 2011. No action taken.
  - b. **Fire department member expense compensation policy:** Presented for adoption after introduction, discussion and revision at the March 29, 2011 regular business meeting. Approved (as attached) by unanimous vote of the members of the board on a motion by Alan.
  - c. **Budget:** The board members voted unanimously to Increase budget category 86-2260 Utilities by \$2,500 (to \$7,500) on a motion by Alan.

- d. **Bylaws revision:** The board reviewed and discussed attached proposed amendment to the Albion Little River Fire Protection District Bylaws, Policies and Procedures (Section 1017 – Appointment and Removal of Fire Chief). The board will further review and consider the amendment for possible adoption at the May 31, 2011 regular business meeting.
- 8. **Committee reports:**
  - a. **New fire station committee.** Lee Welty is reviewing documents provided by the metal building manufacturer to determine what is needed to move forward with the foundation engineering. He has completed plans for the encroachment permit.
  - b. **Vehicle committee.** No report.
  - c. **Property maintenance committee.**
    - i. New electrical system is in place at Station 812 in Little River. A concrete generator pad needs to be placed for a generator. (Generator yet to be selected by the fire department.)
    - ii. The temporary metal canopy/carport has been installed at Station 812. The gate and fence in front of the canopy will need to be moved.
    - iii. Alan requested that there be a meeting of the Building Committee, including fire department committee members, to further discuss property maintenance issues.
- 9. **Directors' discussion:** Ed reported that he will attend a special tax assessment update seminar in Ukiah next month. Rich reported that he attended a Mendocino Fire District/Fire Department meeting to observe how their meetings run.
- 10. **Next meeting schedule:** Tuesday, May 31, 2011, 7:30 pm.
- 11. **Adjournment:** meeting adjourned at 8:34 pm.

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
ALBION LITTLE RIVER VOLUNTEER FIRE DEPARTMENT  
MEMBER ANNUAL EXPENSE COMPENSATION POLICY**

**Fire Department Member Annual Expense Compensation.** It is policy of the Albion Little River Fire Protection District (ALRFPD) to reimburse the Albion Little River Volunteer Fire Department (ALRVFD) for the department's payment of partial compensation to qualified Albion Little River Volunteer Fire Department, Inc. active duty members for out-of-pocket expenses incurred while responding to emergency calls [e.g. tire wear & fuel for personal vehicles responding to the fire station, wear & tear of personal clothing & equipment (eyeglasses, etc.)] during the course of a year. The ALRFPD board of directors has approved reimbursement for payment by ALRVFD of up to \$900 to each qualified active duty Albion Little River Volunteer Fire Department member in December of each year.

Adopted by unanimous vote of the members of the board of directors at the April 26, 2011 regular business meeting.

Second Version

1017

APPOINTMENT AND REMOVAL OF FIRE CHIEF

The Fire Chief is the only employee of the District. The Board of Directors is responsible for appointing and dismissing the Fire Chief. (new)

Procedure for appointment of Fire Chief by the Board of Directors

1. Department submits names of candidates to the Board of Directors at the meeting prior to annual department election. (no change)
2. The Board of Directors interviews candidates and using the criteria below selects the Fire Chief. (change)

Qualifications for Fire Chief: (no change)

- Experience in department activities
  - Ability to perform duties
  - Desire to fill position
3. If all candidates are rejected with cause, this process shall be repeated until a Fire Chief is selected. (change)
  4. The Fire Chief shall serve until the next annual Department election. (no change)

Procedure for dismissal of the Fire Chief

In order for the Board of Directors to remove the Fire Chief, at least one of the following conditions must exist:

1. A petition of a majority of regular Department members requesting removal of the Fire Chief is presented to the Board of Directors at a regular meeting. (no change)
2. The Board is informed in writing of a serious misapplication of policies, regulations, rules or procedures of the Albion-Little River Fire District or Department. (no change)
3. The Board of Directors determines the chief is unable to fulfill his/her duties. The determination will be made at a regular Board meeting and will require a simple majority vote of the Board. (new)

If any of the above 3 conditions exist, the Board shall call a special meeting to discuss the allegations with the Fire Chief. If after this discussion, a majority of Board members feels the removal of the Fire Chief should be considered, the Board may call a properly noticed and agendized special closed session to discuss the removal in accordance with Govt. Code 54957(b)(2) "As a condition of holding a closed session on specific complaints or charges brought against an employee by another person or employee, the employee shall be given written notice of his or her right to have the complaints or charges heard in open session rather than closed session...". (no change)

It shall require 4/5 majority of the Board of Directors to dismiss the Fire Chief (no change)

[Presented for review and discussion at the April 26, 2011 regular business meeting. To be presented for possible adoption at the May 31, 2011 regular business meeting.]

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING MAY 31, 2011  
COMMUNICATIONS TO THE BOARD**

- 5/7/2011 Received \$340 donation from the ALR Fire Auxiliary to the fire station building fund from proceeds of the flea market May 7.
- 5/9/2011 Received letter from LAFCO with notice of the adopted budget for FY 2011-2012.
- 5/11/2011 Received notice from county planning and building department of an application for an amendment to CDP 65-2007 to construct a 2,400 SF agricultural barn and fenced exercise arena.
- 5/16/2011 Received notice from the board of supervisors of a public hearing to be held May 23, 2011 at 2:30 pm in supervisors chambers to consider the adoption of Proposed Fee Modifications to the 2010 Master Fee Schedule for various county departments.
- 5/25/2011 Received email from Scott Roat, president of the Albion Little River Volunteer Fire Department with attached notice of nomination of Jeff Wall for the position of chief to fill the vacancy created by the resignation of Derek Wilson.
- 5/27/2011 Received letter from county auditor with estimated 2011/12 tax revenue for budget planning.

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUDGET OVERVIEW WORKSHEET

UPDATED 5/31/2011	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	PER 5/31/11
CODE #	ESTIMATED	ACTUAL	REVISED	ACTUAL	REVISED	ACTUAL
DESCRIPTION	PER 6/30/07	PER 6/30/08	PER 6/30/09	PER 6/30/10	PER 6/30/10	PER 5/31/11
<b>REVENUE</b>						
821110 CURRENT SECURED TAX	61,117.00	63,486.74	72,104.00	67,715.92	74,944.00	67,780.99
821120 CURRENT UNSECURED TAX	1,916.00	2,127.35	2,074.00	2,330.60	2,322.00	2,483.32
821130 SB 813 SUPPLEMENTAL TAX	2,237.00	2,985.03	2,286.00	1,136.75	1,572.00	472.10
821210 PRIOR SECURED PROPERTY TAX	0.00	(70.95)	331.97	(244.48)		(779.89)
821220 PRIOR UNSECURED PROPERTY TAX	103.00	129.57	32.41	62.84	27.00	139.31
821300 SPECIAL TAX (FIRE ASSESSMENTS)	77,500.00	77,710.00	75,000.00	72,084.30	77,630.00	77,354.00
821600 TIMBER YIELD TAX	397.00	448.29	383.82	279.74	314.00	52.46
821700 HIGHWAY PROPERTY RENTAL	0.00	0.39	0.00	0.26	0.00	1.37
824100 INTEREST	3,000.00	13,154.55	10,000.00	5,483.08	10,000.00	1,056.06
825481 HOMEOWNER PROPERTY TAX RELIEF	806.00	809.12	803.00	393.77	786.00	778.28
825490 STATE OTHER	0.00	0.00				
826140 ELECTION SERVICES	0.00	0.00				
827500 SALE OF FIXED ASSETS	0.00	0.00				
827700 OTHER	0.00	0.00				
827702 INSURANCE PAYMENT	0.00	0.00	76,583.50	77,383.50		5,555.21
<b>TOTAL REVENUE</b>	147,126.00	160,780.09	239,250.50	226,626.02	167,597.00	154,892.10
<b>FUND BALANCE CARRIED FORWARD</b>			347,520.83	347,520.83	264,846.08	264,846.08
<b>TOTAL AVAILABLE FOR APPROPRIATIONS</b>			586,781.33	574,146.85	432,443.08	419,738.18
<b>APPROPRIATIONS</b>						
861035 WORKERS COMPENSATION INSURANCE	6,000.00	6,208.00	6,000.00	5,407.00	7,000.00	5,183.00
862050 CLOTHING & PERSONAL ITEMS	4,000.00	5,575.14	6,000.00	4,130.64	6,000.00	2,124.44
862060 COMMUNICATIONS	5,000.00	5,947.31	10,000.00	4,247.81	5,000.00	4,918.24
862101 INSURANCE - GENERAL	6,000.00	5,880.00	6,000.00	5,744.00	7,000.00	7,249.00
862120 MAINTENANCE - EQUIPMENT	28,000.00	11,873.16	40,000.00	17,045.14	50,000.00	59,591.88
862130 MAINTENANCE - STRUCTURES & GROUNDS	3,000.00	9,449.71	5,000.00	5,526.05	10,000.00	2,866.01
862140 MEDICAL LAB SUPPLIES	4,000.00	4,550.15	8,000.00	5,944.90	8,000.00	3,786.44
862150 MEMBERSHIPS	0.00	459.67	2,147.00	2,695.00	3,000.00	2,630.00
862170 OFFICE EXPENSE	200.00	398.35	479.13	3,034.72	2,000.00	698.41
862181 AUDITING & FISCAL SERVICES	2,000.00	4,169.50	7,000.00	6,378.24	4,000.00	2,821.91
862184 ARCHITECT & ENGINEERING SERVICES (811)	0.00	0.00			15,000.00	14,950.98
862187 EDUCATION & TRAINING	10,000.00	12,270.50	10,000.00	8,375.36	15,000.00	5,233.03
862189 PROFESSIONAL & SPECIAL SERVICES - OTHER	500.00	1,554.20	1,500.00	1,441.69	1,500.00	1,501.37
862210 RENTS & LEASES BUILDINGS & GROUNDS	0.00	4.00			100.00	0.00
862220 SMALL TOOLS & INSTRUMENTS	3,000.00	4,294.64	3,500.00	2,381.66	7,000.00	6,291.44
862231 ELECTION SUPERVISION & SERVICES	0.00	0.00			400.00	315.05
862250 TRANSPORTATION & TRAVEL	16,000.00	20,212.59	26,000.00	22,540.45	26,000.00	22,227.44
862260 UTILITIES	3,000.00	3,340.58	5,000.00	4,627.18	5,000.00	3,728.73
863113 PAYMENTS TO OTHER GOVT AGENCIES	1,000.00	2,380.19	3,000.00	1,663.11	3,000.00	1,771.50
864350 LAND	0.00	0.00			10,000.00	3,154.36
864360 STRUCTURES & IMPROVEMENTS	0.00	7,502.14	205,000.00	204,571.20	12,000.00	12,190.01
864370 EQUIPMENT	3,000.00	27,304.46			197,000.00	163,233.24
<b>TOTAL APPROPRIATIONS</b>	94,700.00	133,374.29	362,800.00	309,300.77	197,000.00	187,400.00
<b>UNAPPROPRIATED FUNDS (funds balance)</b>			223,981.33	264,846.08	235,443.08	224,257.94



**Albion Little River Fire Protection District**  
**Transaction Detail Report**  
 April 25 through May 30, 2011

Type	Date	Num	Name	Memo	Amount
<b>County</b>					
Check	5/12/2011	0409...	Opperman & Sons Inc	210880061	-1,344.05
Check	5/19/2011	0409...	Fort Bragg Diesel	10638	-2,585.62
Check	5/19/2011	0409...	Walsh Oil	13015 #186908	-983.68
Total County					-4,913.35
<b>County Transfers</b>					
Transfer	5/12/2011	0409...	County Check	AFP 64 98 # 3144-3152	-1,288.77
Transfer	5/19/2011	0409...	County Check	AFP 6501 #3153-3161	-979.58
Total County Transfers					-2,268.35
<b>District Checking</b>					
Check	5/1/2011	3150	Comcast	8155300570034801	-75.36
Check	5/1/2011	3151	Albion Mutual Water Comp...	#851 Apr-Jun	-135.00
Check	5/1/2011	3152	Katsiaryna Gregonis	#33	-156.26
Check	5/8/2011	3153	Waste Management	799-0001196-2561-4	-25.26
Check	5/8/2011	3154	PG&E	0210095100-9	-244.72
Check	5/8/2011	3155	Walsh Oil	13015 #186832	-201.49
Check	5/12/2011	3156	Thompson's PortaSeptic S...	14683	-98.30
Check	5/12/2011	3157	Matheson Tri-Gas Inc.	10206 #02406911	-54.50
Transfer	5/12/2011	0409...	County Check	Funds Transfer	1,288.77
Check	5/15/2011	3158	AT&T	0301538359001	-37.77
Check	5/15/2011	3159	AT&T	96075541735558	-187.69
Check	5/15/2011	3160	Mendocino County Assessor	Tax assessment report	-55.00
Check	5/15/2011	3161	Emergency Medical Produ...	1368348	-74.85
Transfer	5/19/2011	0409...	County Check	Funds Transfer	979.58
Check	5/22/2011	3162	Comcast	8155300570124362	-59.95
Check	5/22/2011	3163	Eureka Oxygen Co	DM00615681 & DM0061...	-117.64
Check	5/30/2011	3164	Comcast	8155300570034801	-75.36
Total District Checking					669.20
<b>86-2060-COMMUNICATIONS</b>					
<b>ATT</b>					
Check	5/15/2011	3158	AT&T	0301538359001	37.77
Check	5/15/2011	3159	AT&T	96075541735558	187.69
Total ATT					225.46
<b>Comcast</b>					
Check	5/1/2011	3150	Comcast	8155300570034801	75.36
Check	5/22/2011	3162	Comcast	8155300570124362	59.95
Check	5/30/2011	3164	Comcast	8155300570034801	75.36
Total Comcast					210.67
Total 86-2060-COMMUNICATIONS					436.13
<b>86-2101-INSURANCE GENERAL</b>					
Check	5/22/2011	3163	Eureka Oxygen Co	DM00615681 & DM0061...	117.64
Total 86-2101-INSURANCE GENERAL					117.64
<b>86-2120-MAINTENANCE EQUIPMENT</b>					
<b>Vehicle Maintenance</b>					
<b>8132</b>					
Check	5/19/2011	0409...	Fort Bragg Diesel	10638	2,585.62
Total 8132					2,585.62
<b>8163</b>					
Check	5/12/2011	0409...	Opperman & Sons Inc	210880061	1,344.05
Total 8163					1,344.05
Total Vehicle Maintenance					3,929.67
Total 86-2120-MAINTENANCE EQUIPMENT					3,929.67
<b>86-2140-MEDICAL, LAB SUPPLIES</b>					
Check	5/12/2011	3157	Matheson Tri-Gas Inc.	10206 #02406911	54.50
Check	5/15/2011	3161	Emergency Medical Produ...	1368348	74.85
Total 86-2140-MEDICAL, LAB SUPPLIES					129.35

**Albion Little River Fire Protection District**  
**Transaction Detail Report**  
 April 25 through May 30, 2011

Type	Date	Num	Name	Memo	Amount
<b>86-2181-AUDITING &amp; FISCAL SERVI</b>					
<b>Bookkeeping Services</b>					
Check	5/1/2011	3152	Katsiaryna Gregonis	#33	156.26
Total Bookkeeping Services					156.26
Total 86-2181-AUDITING & FISCAL SERVI					156.26
<b>86-2250-TRANSPORTATION &amp; TRAVEL</b>					
<b>Walsh Oil</b>					
Check	5/8/2011	3155	Walsh Oil	13015 #186832	201.49
Check	5/19/2011	0409...	Walsh Oil	13015 #186908	983.68
Total Walsh Oil					1,185.17
Total 86-2250-TRANSPORTATION & TRAVEL					1,185.17
<b>86-2260-UTILITIES</b>					
<b>Albion Water District</b>					
Check	5/1/2011	3151	Albion Mutual Water Comp...	#851 Apr-Jun	135.00
Total Albion Water District					135.00
<b>PG&amp;E</b>					
Check	5/8/2011	3154	PG&E	0210095100-9	244.72
Total PG&E					244.72
<b>Thompson Septic Service</b>					
Check	5/12/2011	3156	Thompson's PortaSeptic S...	14683	98.30
Total Thompson Septic Service					98.30
<b>Waste Management</b>					
Check	5/8/2011	3153	Waste Management	799-0001196-2561-4	25.26
Total Waste Management					25.26
Total 86-2260-UTILITIES					503.28
<b>86-3113-PAYMNTS TO GOVT AGENCIE</b>					
Check	5/15/2011	3160	Mendocino County Assessor	Tax assessment report	55.00
Total 86-3113-PAYMNTS TO GOVT AGENCIE					55.00
<b>TOTAL</b>					<b>0.00</b>

**Albion Little River Fire Protection District**  
**Budget vs. Actual**  
 July 2010 through June 2011

	Jul '10 - Jun 11	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
82-1110 CURRENT SECURED TAX	68,149.18	72,586.00	-4,436.82	93.9%
82-1120-CURRENT UNSECURED TAX	2,464.78	2,405.00	59.78	102.5%
82-1130-SB813 SUPPLEMENTAL TAX	257.45	569.00	-311.55	45.2%
82-1210-PRIOR SECURED TAX	-96.09			
82-1220-PRIOR UNSECURED TAX	137.03	114.00	23.03	120.2%
82-1300-SPECIAL TAX	72,008.70	77,630.00	-5,621.30	92.8%
82-1600-TIMBER TAX	169.29	71.00	98.29	238.4%
82-1700-Highway Property Rental	1.37			
82-4100-INTEREST INCOME	660.22	1,000.00	-339.78	66.0%
82-5481-HOMEOWNER PROPERTY TAX	385.46	778.00	-392.54	49.5%
<b>Total Income</b>	<b>144,137.39</b>	<b>155,153.00</b>	<b>-11,015.61</b>	<b>92.9%</b>
<b>Gross Profit</b>	<b>144,137.39</b>	<b>155,153.00</b>	<b>-11,015.61</b>	<b>92.9%</b>
<b>Expense</b>				
86-1035-WORKERS COMPENSATION IN	0.00	6,000.00	-6,000.00	0.0%
86-2050-CLOTHING & PERSONAL ITE	1,434.43	12,000.00	-10,565.57	12.0%
86-2060-COMMUNICATIONS				
ATT	2,510.41			
Comcast	1,487.95			
MCN	30.00			
U.S. Cellular	467.34			
86-2060-COMMUNICATIONS - Other	129.90	5,000.00	-4,870.10	2.6%
<b>Total 86-2060-COMMUNICATIONS</b>	<b>4,625.60</b>	<b>5,000.00</b>	<b>-374.40</b>	<b>92.5%</b>
86-2101-INSURANCE GENERAL	117.64	8,000.00	-7,882.36	1.5%
86-2120-MAINTENANCE EQUIPMENT				
Firefighting Equipment	695.54			
Radio Maintenance	207.05			
Vehicle Maintenance				
8131	300.79			
8132	2,585.62			
8162	9,991.73			
8163	5,423.65			
8165	1,399.68			
8181	1,530.86			
8182	127.50			
8192	87.00			
Vehicle Maintenance - Other	1,023.32			
<b>Total Vehicle Maintenance</b>	<b>22,470.15</b>			
86-2120-MAINTENANCE EQUIPMENT - Other	91.15	30,000.00	-29,908.85	0.3%
<b>Total 86-2120-MAINTENANCE EQUIPMENT</b>	<b>23,463.89</b>	<b>30,000.00</b>	<b>-6,536.11</b>	<b>78.2%</b>
86-2130-MAINTENANCE STRUCTURES				
Station 810	46.05			
Station 811	239.52			
Station 812	1,831.24			
86-2130-MAINTENANCE STRUCTURES - Other	434.52	8,000.00	-7,565.48	5.4%
<b>Total 86-2130-MAINTENANCE STRUCTURES</b>	<b>2,551.33</b>	<b>8,000.00</b>	<b>-5,448.67</b>	<b>31.9%</b>
86-2140-MEDICAL, LAB SUPPLIES	3,677.59	6,000.00	-2,322.41	61.3%
86-2150-MEMBERSHIPS				
CALSTAR	480.00			
CSDA	599.00			
Mendocino Ambulance SVC	790.00			
REACH	480.00			
86-2150-MEMBERSHIPS - Other	0.00	3,000.00	-3,000.00	0.0%
<b>Total 86-2150-MEMBERSHIPS</b>	<b>2,349.00</b>	<b>3,000.00</b>	<b>-651.00</b>	<b>78.3%</b>
86-2170-DISTRICT OFFICE SUPPLIE	897.24	1,000.00	-102.76	89.7%
86-2181-AUDITING & FISCAL SERVI				
Bi-Annual Independent Audit	3,500.00			
Bookkeeping Services	2,697.57			
86-2181-AUDITING & FISCAL SERVI - Other	0.00	7,000.00	-7,000.00	0.0%
<b>Total 86-2181-AUDITING &amp; FISCAL SERVI</b>	<b>6,197.57</b>	<b>7,000.00</b>	<b>-802.43</b>	<b>88.5%</b>

## Albion Little River Fire Protection District

05/30/11

## Budget vs. Actual

Accrual Basis

July 2010 through June 2011

	Jul '10 - Jun 11	Budget	\$ Over Budget	% of Budget
86-2187-EDUCATION & TRAINING	10,871.07	15,000.00	-4,128.93	72.5%
86-2189-PROFESIONAL & SPECIAL S	488.00	1,500.00	-1,012.00	32.5%
86-2220-SMALL TOOLS & SUPPLIES	178.60	4,000.00	-3,821.40	4.5%
86-2231-ELECTION SUPERVISION &	0.00	400.00	-400.00	0.0%
86-2250-TRANSPORTATION & TRAVEL				
Albion K	540.49			
Firefighter Stipends	16,200.00			
Walsh Oil	4,152.16			
86-2250-TRANSPORTATION & TRAVEL - Other	132.90	26,000.00	-25,867.10	0.5%
<b>Total 86-2250-TRANSPORTATION &amp; TRAVEL</b>	<b>21,025.55</b>	<b>26,000.00</b>	<b>-4,974.45</b>	<b>80.9%</b>
86-2260-UTILITIES				
Albion Water District	540.00			
PG&E	3,573.06			
Suburban Propane	747.04			
Thompson Septic Service	1,171.30			
Waste Management	275.20			
86-2260-UTILITIES - Other	0.00	7,500.00	-7,500.00	0.0%
<b>Total 86-2260-UTILITIES</b>	<b>6,306.60</b>	<b>7,500.00</b>	<b>-1,193.40</b>	<b>84.1%</b>
86-3113-PAYMNTS TO GOVT AGENCIE	1,514.41	2,000.00	-485.59	75.7%
86-4360-BUILDINGS & IMPROVEMENT	11,503.74	25,000.00	-13,496.26	46.0%
86-4370-EQUIPMENT (PURCHASE)				
Computer Equipment	1,123.77			
Firefighting Equipment	471.95			
Medical Equipment	315.00			
Radios	3,184.24			
86-4370-EQUIPMENT (PURCHASE) - Other	2,031.85	10,000.00	-7,968.15	20.3%
<b>Total 86-4370-EQUIPMENT (PURCHASE)</b>	<b>7,126.81</b>	<b>10,000.00</b>	<b>-2,873.19</b>	<b>71.3%</b>
<b>Total Expense</b>	<b>104,329.07</b>	<b>177,400.00</b>	<b>-73,070.93</b>	<b>58.8%</b>
<b>Net Income</b>	<b>39,808.32</b>	<b>-22,247.00</b>	<b>62,055.32</b>	<b>-178.9%</b>

## Second Version

1017

### APPOINTMENT AND REMOVAL OF FIRE CHIEF

The Fire Chief is the only employee of the District. The Board of Directors is responsible for appointing and dismissing the Fire Chief. (new)

#### Procedure for appointment of Fire Chief by the Board of Directors

1. Department submits names of candidates to the Board of Directors at the meeting prior to annual department election. (no change)
2. The Board of Directors interviews candidates and using the criteria below selects the Fire Chief. (change)

#### Qualifications for Fire Chief: (no change)

- Experience in department activities
  - Ability to perform duties
  - Desire to fill position
3. If all candidates are rejected with cause, this process shall be repeated until a Fire Chief is selected. (change)
  4. The Fire Chief shall serve until the next annual Department election. (no change)
  5. This process will be used if for any reason the Chief is unable to serve until the next annual Department elections. (new)

#### Procedure for dismissal of the Fire Chief

In order for the Board of Directors to remove the Fire Chief, at least one of the following conditions must exist:

1. A petition of a majority of regular Department members requesting removal of the Fire Chief is presented to the Board of Directors at a regular meeting. (no change)
2. The Board is informed in writing of a serious misapplication of policies, regulations, rules or procedures of the Albion-Little River Fire District or Department. (no change)
3. The Board of Directors determines the chief is unable to fulfill his/her duties. The determination will be made at a regular Board meeting and will require a simple majority vote of the Board. (new)

If any of the above 3 conditions exist, the Board shall call a special meeting to discuss the allegations with the Fire Chief. If after this discussion, a majority of Board members feels the removal of the Fire Chief should be considered, the Board may call a properly noticed and agendized special closed session to discuss the removal in accordance with Govt. Code 54957(b)(2) "As a condition of holding a closed session on specific complaints or charges brought against an employee by another person or employee, the employee shall be given written notice of his or her right to have the complaints or charges heard in open session rather than closed session...". (no change)

It shall require 4/5 majority of the Board of Directors to dismiss the Fire Chief (no change)

Possible questions for interview with a candidate for the Chief position:

1. Tell us about yourself with an emphasis on your qualifications for the position of Chief for the Albion Little River Fire Department. (Alan should ask this question)
2. What are your goals for the Department for the rest of this year? What do you see as the strengths and weaknesses of the Department?
3. The Department is low in numbers of firemen. What will you do to recruit more people for the Department?
4. Do you understand your role in working with this Board?
5. We are trying to build a new station. Do you have any ideas on how the Board and the Department can work together?
6. How can we do a better job of maintaining our equipment and facilities?
7. Do you have any questions or suggestions for our Board? (Alan should conclude the interview with this question)

# ALBION FIRE STATION BUILDING FUND DONATIONS

DATE	DONOR	AMOUNT
8/4/10	M. Kunkel P. O. Box ? Albion, CA	\$50.00
8/4/10	Wendy Roberts  Mendocino, CA	\$100.00
9/28/10	ALR Fire Auxiliary P. O. Box 101 Albion, CA	\$17,884.24
11/8/10	Jim Mastin P. O. Box 332 Ukiah, CA 95482	\$200.00
5/7/11	ALR Fire Auxiliary	\$340.00
5/10/11	<b>Total Donations to Date</b>	<b>\$18,574.24</b>



COUNTY OF MENDOCINO  
DEPARTMENT OF PLANNING AND BUILDING SERVICES  
790 SOUTH FRANKLIN STREET · FORT BRAGG · CALIFORNIA · 95437

IGNACIO GONZALEZ, DIRECTOR  
Telephone 707-964-5379  
FAX 707-961-2427  
www.co.mendocino.ca.us/planning

May 11, 2011

Planning-Ukiah  
DOT  
Environmental Health  
Building Inspection (FB)

Assessor  
Ag Commissioner  
County Water Agency  
Coastal Commission

RWQCB - Paul Keiran  
Albion/Little River Fire District

**\*CASE#:** CDPM #65-2007(2011)  
**OWNER:** John & Katherine Danhaki/Stephen Ricks  
Anderson Ranch  
**APPLICANT:** Mike Biaggi  
**AGENT:** Amy Wynn Coastal Development Permits  
**REQUEST:** Immaterial amendment to CDP 65-2007 to construct a 2400 sq. foot agricultural barn (40x60) with maximum height of 13' above natural grade, and a 200' x 300' fenced agricultural exercise arena for horses (for personal use).  
**APPEALABLE AREA:** No  
**LOCATION:** In the Coastal Zone, in Albion, on the south side of Albion Ridge Road (CR 402), approximately ½ mile east of its intersection with Highway One at 33251 Albion Ridge Road (APN 123-200-10 & 123-350-10).  
**\*PROJECT COORDINATOR:** Teresa Spade  
**RESPONSE DUE DATE:** May 26, 2011

**\*PLEASE NOTE THE CASE NUMBER AND NAME OF PROJECT COORDINATOR WITH ALL CORRESPONDENCE TO THIS DEPARTMENT.**

Attached to this form is information describing the above noted project(s). The County Department of Planning and Building Services is soliciting your input, which will be used in staff analysis. If we do not receive a response within fifteen (15) days, we will assume no response is forthcoming.

You are invited to comment on any aspect of the proposed project(s). Please address any concerns or recommendations on environmental considerations and specific information regarding permits you may require to the project coordinator at the above address.

**REVIEWED BY:** Name \_\_\_\_\_ Department \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ No Comment

\_\_\_\_\_ Comment to follow

\_\_\_\_\_ Comments attached or Below





(To be completed by Planner)

**ENVIRONMENTAL DATA**

- | Yes                                 | No                                  |   |
|-------------------------------------|-------------------------------------|---|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 1. CDP Exemption or CDP Exclusion. Agricultural Use principally permitted but no exemptions   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | 2. LUP Map Number. 18 Albion  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 3. Blufftop Parcel.   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 4. Highly Scenic Area: East or West of Hwy 1. HSA conditional but development would not be visible from Hwy 1/public view areas.          |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 5. Adjacent to State Forest/Park/Recreation Area.   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 6. Within/Adjacent to Agriculture Preserve or Timberland Production. AG zoned parcels and to west and south, not in Williamson Act.       |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 7. Within Mendocino Historic Preservation District: Zone A or B:  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 8. Alquist-Priolo Earthquake Fault Zone (Manchester to Gualala).  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 9. Floodplain/Floodway Map. FP portions of parcel are not in or near the proposed development areas.                                      |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 10. Natural Diversity Data Base.  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 11. ESHA - Riparian, Wetland, Rare Plants, Sand Dunes, Pygmy Vegetation/Soils.  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 12. Building Envelopes/Buffer Zones.  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 13. Geotechnical Hazards: Coastal Bluff, >20% Slopes.   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | 14. Coastal Groundwater Study Zone: CWR   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | 15. Fire Hazard Severity Classification: <input type="checkbox"/> LRA <input checked="" type="checkbox"/> SRA-CDF# 83-11 Moderate to High |

CEQA Status: Categorically Exempt, Class 3(c)(d)(e), Class 4(a)

ADDITIONAL INFORMATION:

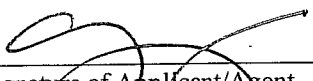
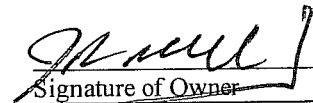
COUNTY OF MENDOCINO  
 DEPT OF PLANNING & BUILDING SERVICES  
 790 SOUTH FRANKLIN STREET  
 FORT BRAGG, CA 95437  
 Telephone: 707-964-5379

Case No(s) CDPM 65-07 (2011)  
 CDF No(s) \_\_\_\_\_  
 Date Filed \_\_\_\_\_  
 Fee \$ \_\_\_\_\_  
 Receipt No. \_\_\_\_\_  
 Received by \_\_\_\_\_  
 Material  Immaterial  
 Office Use Only

**COASTAL DEVELOPMENT PERMIT AMENDMENT APPLICATION FORM**

Name of Applicant Mike Biaggi	Name of Owner(s) John & Katherine Danhaki/Stephen Ricks Anderson Ranch	Name of Agent Amy Wynn Amy Wynn Coastal Development Permits
Mailing Address PO Box 236 Manchester, CA 95459	Mailing Address 17717 Calle de Palermo Pacific Palisades, CA 90272	Mailing Address 703 North Main Street Fort Bragg, CA 95437
Telephone Number 707-695-0746	Telephone Number 310-954-0435	Telephone Number 707-964-2537

I certify that the information submitted with this application is true and accurate.

Signature of Applicant/Agent  Date 4.8.11  
 Signature of Owner  Date 4/8/11

Project Description:  
 Amendment to CDP #65-2007 (Danhaki) to construct a 2400 square foot equipment barn (40' x 60') with maximum height of 13' above natural grade constructed with materials to match previously approved structures, and 200' x 300' uncovered exercise arena for horses (for personal use) in existing pastures with natural wood fence.

Driving Directions  
 The site is located on the West side of Albion Ridge Road (CR #402), approximately 1/2 mile East of its intersection with Highway 1.

Assessor's Parcel Number(s) 123-200-10, 123-350-10 Previous Coastal Development Permit # (s) CDP #65-2007

Parcel Size 123.94 +/-  Square Feet  Acres  
 (part of a larger ranch)  
 Street Address of Project  
33251 Albion Ridge Road  
Albion, California 95410  
**Please note: Before submittal, please verify correct street address with the Planning Division in Ukiah.**

# COASTAL DEVELOPMENT PERMIT APPLICATION QUESTIONNAIRE

The purpose of this questionnaire is to relate information concerning your application to the Planning & Building Services Department and other agencies who will be reviewing your project proposal. The more detail that is provided, the easier it will be to promptly process your application. Please answer all questions. Those questions which do not pertain to your project, please indicate "Not Applicable" or "N/A".

1. Describe your project and include secondary improvements such as wells, septic systems, grading, vegetation removal, roads, etc.

Amendment to CDP #65-2007 (Danhakl) to construct a 2400 square foot equipment barn (40' x 60') with maximum height of 13' above natural grade constructed with materials to match previously approved structures, and 200' x 300' uncovered exercise arena for horses (for personal use) in existing pastures with natural wood fence.

2. If the project is residential, please complete the following:

TYPE OF UNIT	EXISTING	PROPOSED	TOTAL SQUARE FEET PER STRUCTURE
<input checked="" type="checkbox"/> Single Family Residence	2,290	0	2,290
<input checked="" type="checkbox"/> Garage, attached	780	0	780
<input checked="" type="checkbox"/> Horse Barn	3,872	0	3,872
<input checked="" type="checkbox"/> Hay Storage Shed	1,800	0	1,800
<input checked="" type="checkbox"/> Feed & Utility Shed	384	0	384
<input checked="" type="checkbox"/> Horse Run-In Shelters (6)	2,304	0	2,304
<input checked="" type="checkbox"/> Equipment Barn	0	2400	2400
<input checked="" type="checkbox"/> Uncovered exercise arena for horses	0	60,000	60,000

3. Are there existing structures on the property?  Yes  No  
If yes, describe below and identify the use of each structure on the plot plan.

2,290 sf single-family residence w/attached 780 sf garage; 3,872 sf horse barn, 1,800 sf hay storage shed, 384 sf feed & utility shed, 2,250 historic milk barn; fencing; production well, water tank, septic system, utilities, driveway, and six horse run-in shelters.

4. Utilities will be supplied to the site as follows:

A. Electricity

- Utility Company (service exists to the parcel). (existing)  
 Utility Company (requires extension of services to site: \_\_\_\_\_ feet \_\_\_\_\_ miles)  
 On Site generation, Specify: \_\_\_\_\_  
 None

B. Gas

- Utility Company/Tank (existing)  
 None

- C. Telephone:  Yes  No (existing)

5. Will there be any exterior lighting?  Yes  No  
If yes, describe below and identify the location of all exterior lighting on the plot plan and building plans.  
No lighting on horse shed or near exercise arena.

6. What will be the method of sewage disposal?  
 Community sewage system, specify supplier \_\_\_\_\_  
 Septic Tank (indicate primary + replacement leachfields on plot plan) (existing; shelters will have no plumbing)  
 Other, specify \_\_\_\_\_

7. What will be the domestic water source?  
 Community water system, specify supplier \_  
 Well (existing)  
 Spring  
 Other, specify \_\_\_\_\_

8. Is any grading or road construction planned?  Yes  No  
Estimate the amount of grading in cubic yards 0 c.y. If greater than 50 cubic yards or if greater than 2 feet of cut or 1 foot of fill will result, please provide a grading plan.  
Describe the terrain to be traversed (e.g., steep, moderate slope, flat, etc.).  
Flat to gently sloping westward.

9. Will vegetation be removed on areas other than the building sites and roads?  Yes  No  
If yes, explain:

10. Is the proposed development visible from:  
A. State Highway 1?  Yes  No  
B. Park, beach or recreation area?  Yes  No

If you answered yes to either question, explain.

11. Project Height. Maximum height of structure(s). 13' maximum average height above finish grade.

12. Describe all exterior materials and colors of all structures.

Match existing barn materials:

	<b>Material</b>	<b>Color</b>
<b>Siding:</b>	Revolution Composite (GeoDeck) or natural wood	Cedar
<b>Roofing:</b>	metal	Brick Red
<b>Fencing:</b>	redwood to match existing fencing	none

13. Are there any water courses, anadromous fish streams, sand dunes, rookeries, marine mammal haul-out areas, wetlands, riparian areas, pygmy vegetation, rare or endangered plants, animals or habitat which support rare and endangered species located on the project site or within 100 feet of the project site?

No known ESHAs within 100' of project area; shelters to be placed within existing horse pastures. The property has been used historically as a ranch, run with cattle, and farmed since at least the 1920s.

14. If the project is **commercial, industrial, or institutional**, complete the following: N/A

Total square footage of all structures: \_\_\_\_\_  
Estimated employees per shift: \_\_\_\_\_  
Estimated shifts per day: \_\_\_\_\_  
Type of loading facilities proposed: \_\_\_\_\_

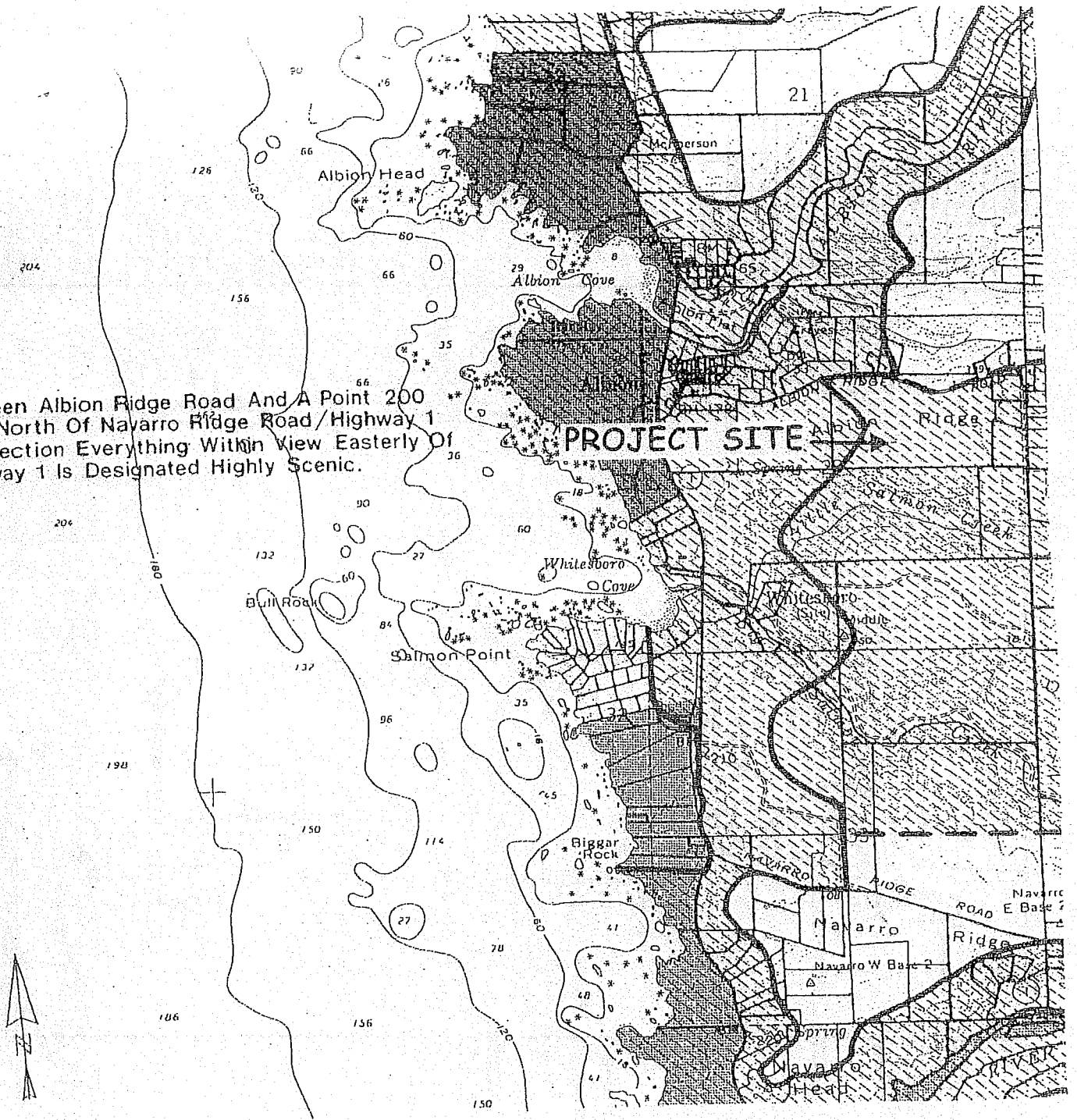
Will the proposed project be phased?  Yes  No

If Yes, explain your plans for phasing.

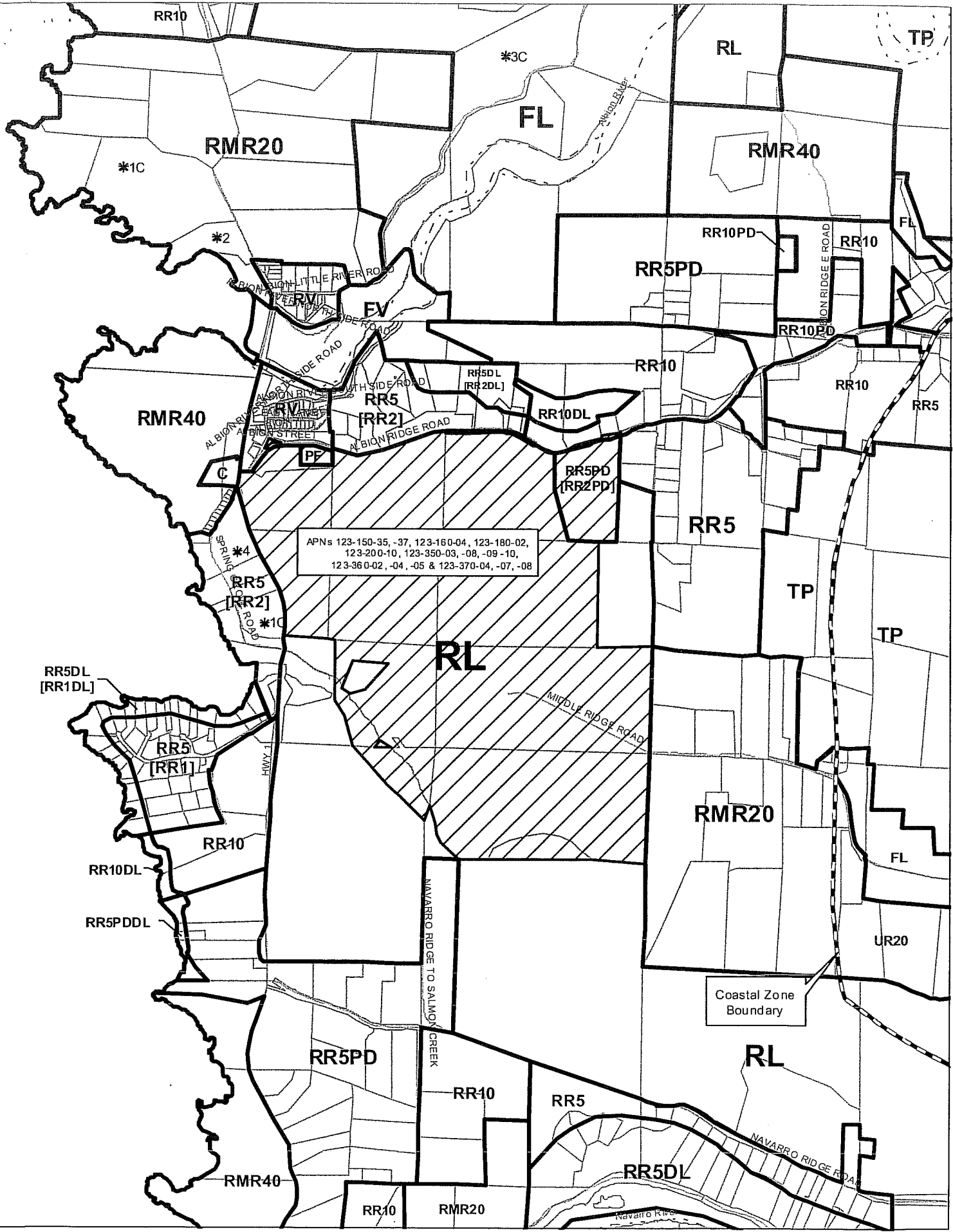
Parking will be provided as follows:

Number of Spaces	Existing _____	Proposed _____	Total _____
Number of standard spaces	_____	Size _____	
Number of handicapped spaces	_____	Size _____	

Between Albion Ridge Road And A Point 200 Feet North Of Navarro Ridge Road/Highway 1 Intersection Everything Within View Easterly Of Highway 1 Is Designated Highly Scenic.



HIGHLY SCENIC AREA MAP



APNs 123-150-35, -37, 123-160-04, 123-180-02,  
 123-200-10, 123-350-03, -08, -09, -10,  
 123-360-02, -04, -05 & 123-370-04, -07, -08

Coastal Zone  
 Boundary

ZONING DISPLAY MAP

Parcel lines are approximate. Parcel lines on this map are NOT SURVEY LINES, they are for viewing purposes only and should not be used to determine legal boundary lines. Parcel lines may be over 200 feet off. (Parcel lines are as of October 2009)  
 This map is provided as a visual display of County Information. Map prepared by Mendocino County Department of Planning & Building Services. Reasonable effort has been made to ensure the accuracy of the map and data provided; nevertheless, some information may not be accurate.

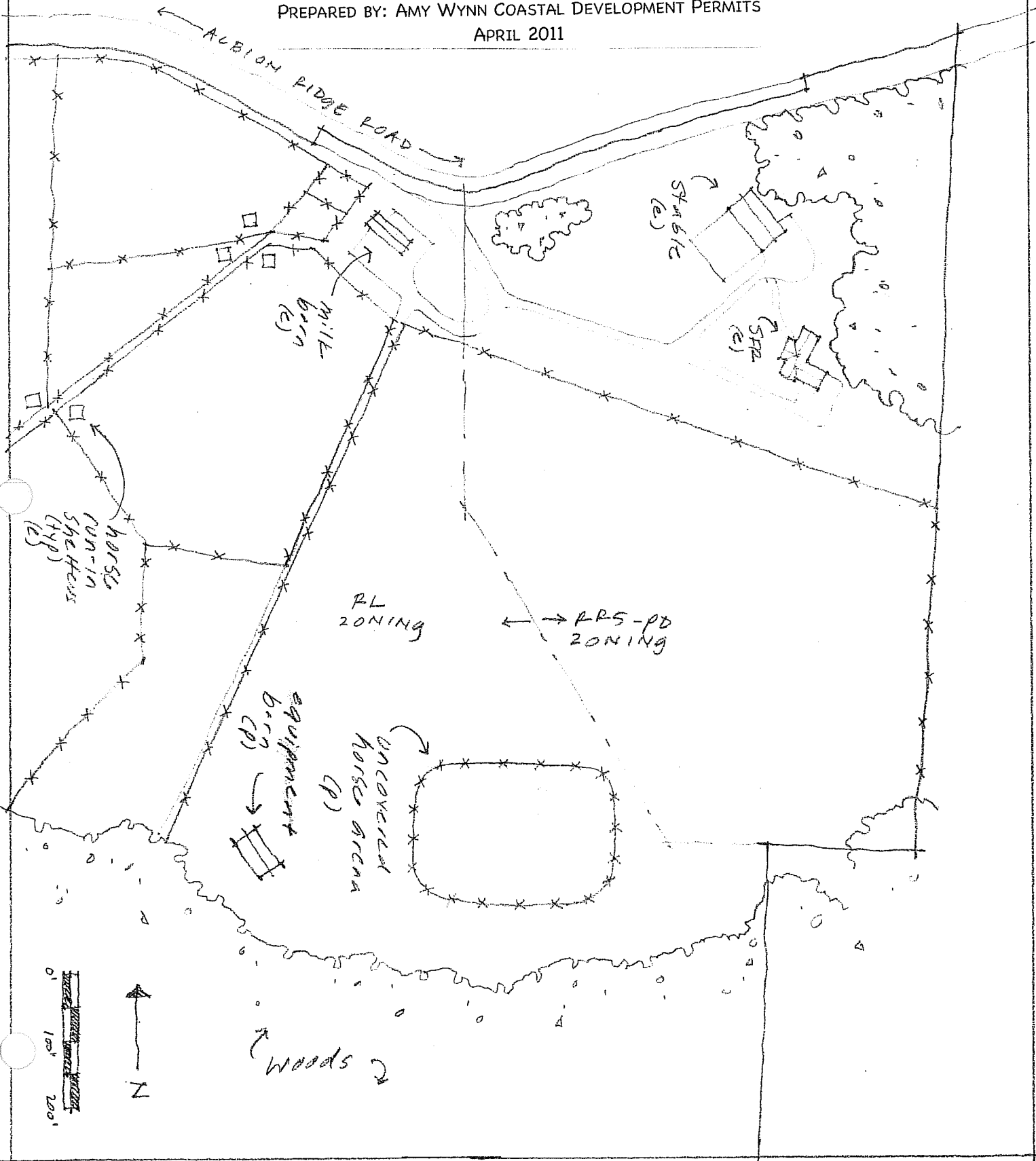
ZONING DISPLAY MAP ONLY - NOT ADOPTED BY THE COUNTY. Zoning was adopted by a computer print out parcel by parcel. Map prepared by the Department of Planning and Building Services Cartographic Section.

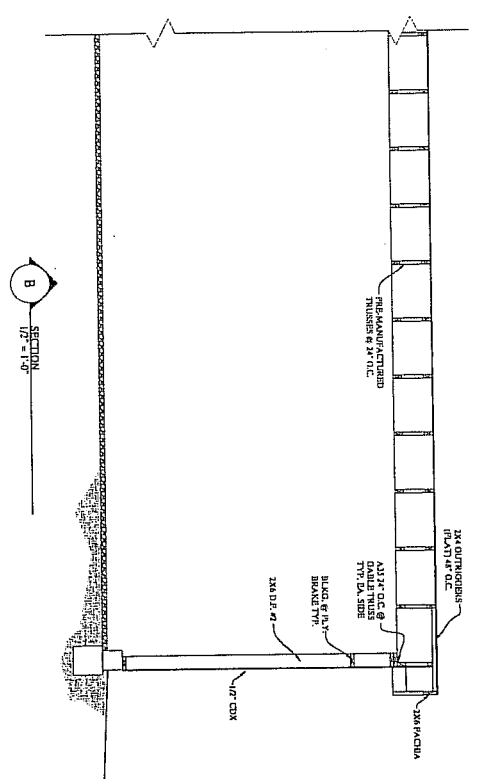
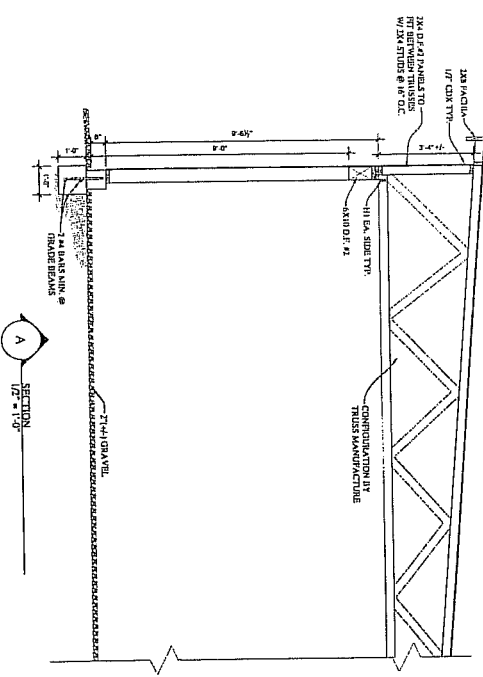
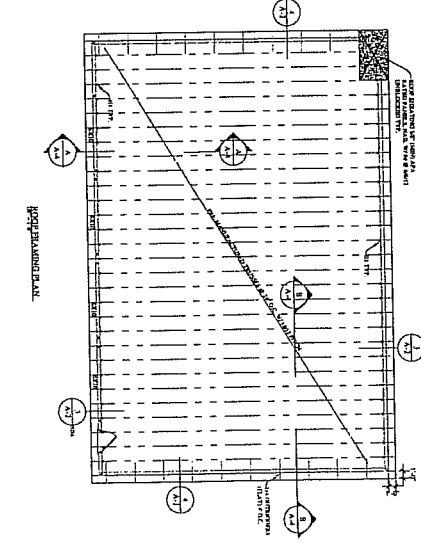
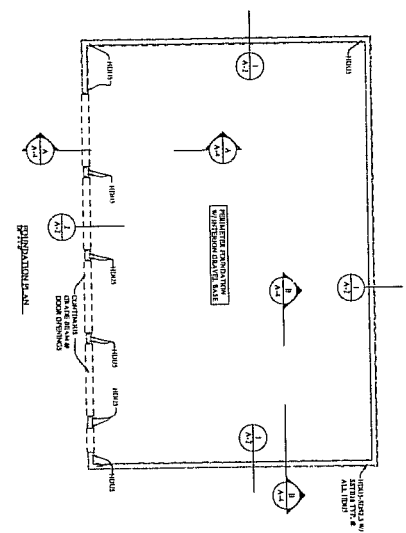
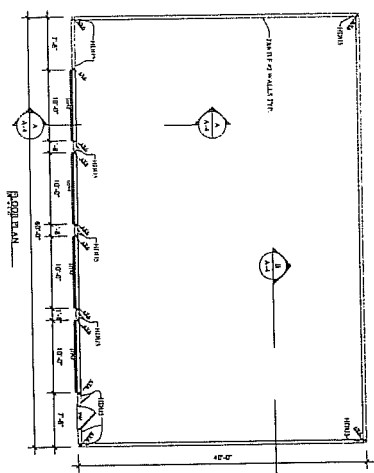
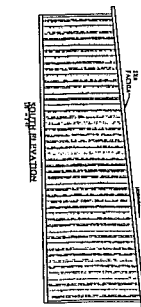
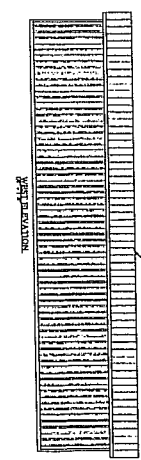
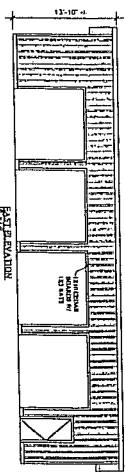


# SITE PLAN

OF PROPOSED DANHAKL  
EQUIPMENT BARN & UNCOVERED HORSE ARENA  
33251 ALBION RIDGE ROAD, ALBION, CA  
APNs 123-200-10 & 123-350-10

PREPARED BY: AMY WYNN COASTAL DEVELOPMENT PERMITS  
APRIL 2011





DESIGNER	DATE
CHECKED	SCALE
APPROVED	JOB #
PROJECT NO.	DRAWN BY
REVISIONS	
NO.	DESCRIPTION
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

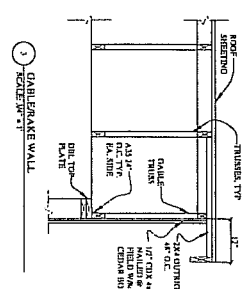
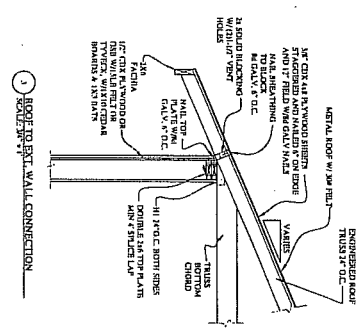
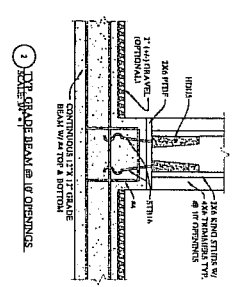
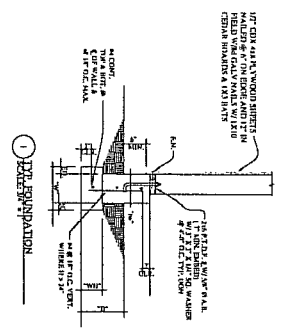
DATE 10/24/10  
 SCALE AS NOTED  
 JOB # 1045-09  
 DRAWN BY K.K.S.

EQUIPMENT ENCLOSURE FOR: APN: 123-200-10  
**TURBO PROPERTIES**  
 33251 ALBION RIDGE RD.  
 ALBION, CA, 95410

ELEVATIONS, FLOOR PLAN,  
 FOUNDATION PLAN, ROOF  
 FRAMING, & SECTIONS

**3-D DESIGN**  
 P.O. BOX 1007 FORT BRAGG, CA  
 (707) 964-8428

LOCATION	1"	2"	3"	4"	5"	6"	7"	8"	9"	10"
1.0000	1"	2"	3"	4"	5"	6"	7"	8"	9"	10"
1.0000	1"	2"	3"	4"	5"	6"	7"	8"	9"	10"



**GENERAL FOUNDATION NOTES**

1. SEE SHEET FOR GENERAL STRUCTURAL NOTES AND FOUNDATION NOTES.
2. ALL FOUNDATION EXCAVATIONS SHALL BE PERFORMED TO THE PROPOSED FINISH GRADE OF THE FOUNDATION WALLS AND SHALL BE PROTECTED FROM OVER EXCAVATION TO THE POINT OF REMOVAL OF FORMS. ALL EXCAVATIONS SHALL BE PROTECTED AGAINST COLLAPSE BY SHORING AND BRACING.
3. FOUNDATIONS SHALL BE PROTECTED FROM OVER EXCAVATION TO THE POINT OF REMOVAL OF FORMS. ALL EXCAVATIONS SHALL BE PROTECTED AGAINST COLLAPSE BY SHORING AND BRACING.
4. FOUNDATIONS SHALL BE PROTECTED FROM OVER EXCAVATION TO THE POINT OF REMOVAL OF FORMS. ALL EXCAVATIONS SHALL BE PROTECTED AGAINST COLLAPSE BY SHORING AND BRACING.
5. FOUNDATIONS SHALL BE PROTECTED FROM OVER EXCAVATION TO THE POINT OF REMOVAL OF FORMS. ALL EXCAVATIONS SHALL BE PROTECTED AGAINST COLLAPSE BY SHORING AND BRACING.

**GENERAL**

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE SPECIFICATIONS AND STANDARDS.
2. THE CONTRACTOR SHALL VERIFY THE DIMENSIONS OF ALL DIMENSIONS REQUIRED.
3. DIMENSIONS SHALL NOT BE EXCEEDED. ALL DIMENSIONS RELATED TO EXISTING CONDITIONS SHALL BE VERIFIED BY THE CONTRACTOR. DETAILS NOT SPECIFICALLY SHOWN SHALL BE OF THE SAME MATERIALS AND METHODS AS SHOWN.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.

DATE	10/24/10
SCALE	AS NOTED
JOB #	1045-09
DRAWN BY	K.K.S.

EQUIPMENT ENCLOSURE FOR: APN: 123-200-10  
**TURBO PROPERTIES**  
 33251 ALBION RIDGE RD.  
 ALBION, CA. 95410

DETAILS & NOTES

**3-D DESIGN**  
 P.O. BOX 1007 FORT BRAGG, CA  
 (707) 964-8428

SHEET #  
**A-2**

Approx. location of exercise arena for horses (personal use) and equipment barn. Tucked behind trees; not blocking public views.

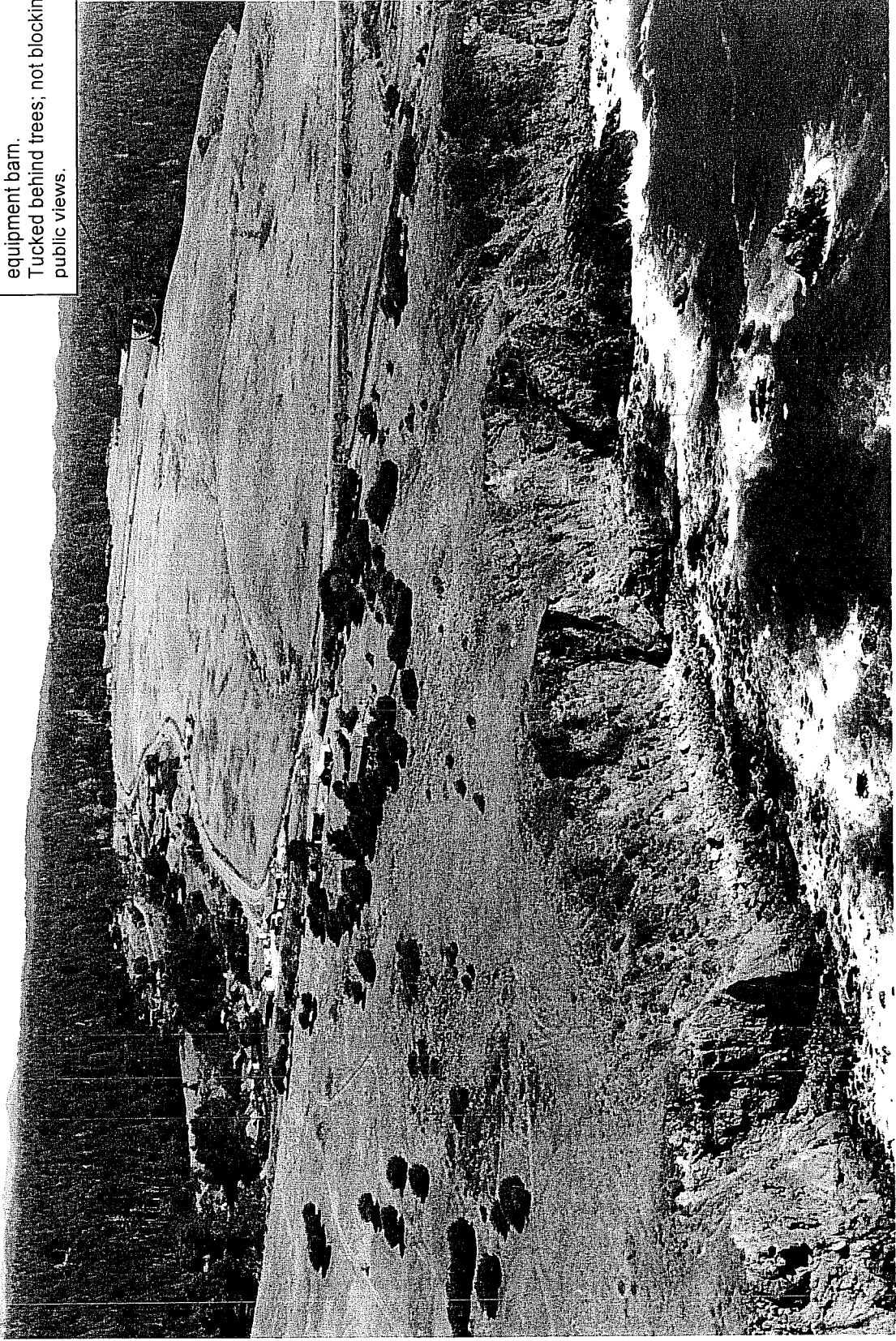
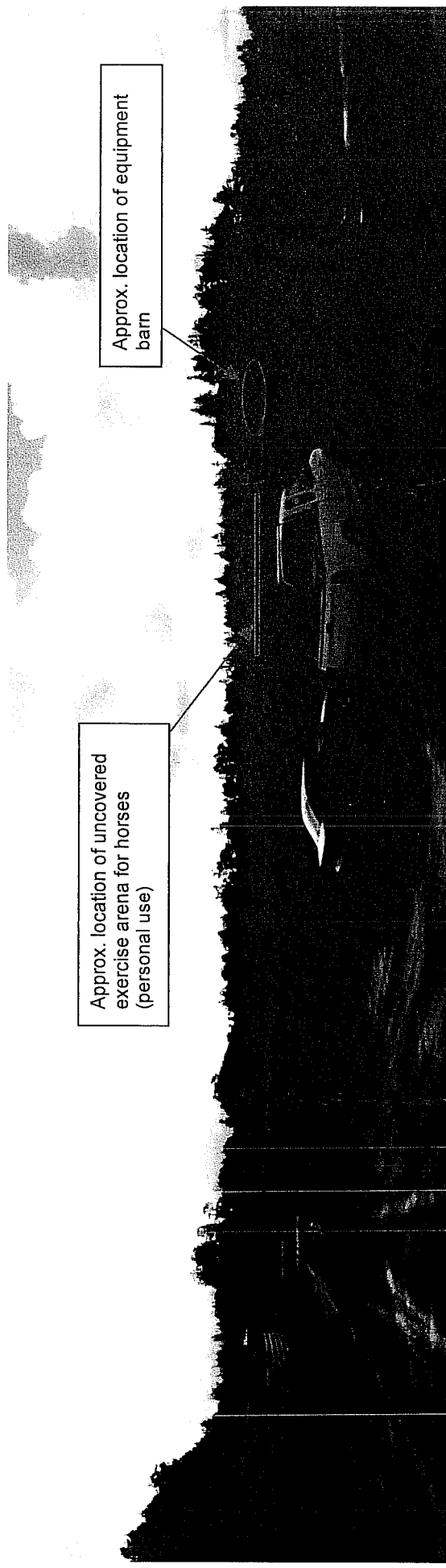


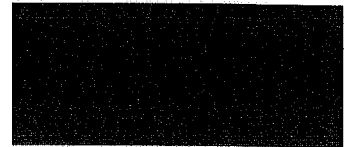
FIGURE 1, COASTAL RECORDS PHOTO, 200904038. Private view of parcel. Barn and arena not blocking public views.



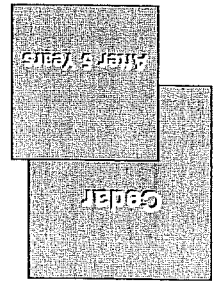
**FIGURE 2.** Approximate locations of uncovered exercise arena for horses and equipment barn (not to scale).

**ROOFING: Metal, Brick Red.**

Brick Red 12415



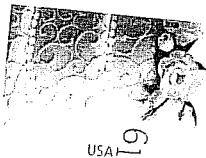
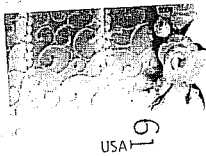
**SIDING: Revolution Composite (by Geodeck) or natural cedar, Cedar.**



**DEPARTMENT OF PLANNING  
& BUILDING SERVICES**

MENDOCINO COUNTY  
790 SO. FRANKLIN ST.  
FORT BRAGG, CA 95437

Albion Little River FPD  
PO Box 111  
Albion CA 95410



**Alan Taeger**

---

**From:** wingwood@gmail.com on behalf of Scott Roat <scott@mendocinorealestate.net>  
**Sent:** Wednesday, May 25, 2011 3:03 PM  
**To:** Alan Taeger  
**Subject:** Chief Wilson's resignation  
**Attachments:** scan.pdf

Hi Alan,

Attached is notice to the Board that Derek Wilson announced his resignation to the Department and that we have nominated a new Chief. Thank you -

--  
Scott Roat  
Broker Associate  
Century 21 Seascapes Realty  
Mendocino, CA 95460

p: 707.937.6161  
f: 707.937.0344

<http://www.mendocinorealestate.net>

DRE License #01493269





May 20, 2011

Albion-Little River Fire District Board

To Whom It May Concern:

As you are aware, Chief Wilson has tendered his resignation from the ALRVFD, Inc. effective June 8, 2011.

Pursuant to the corporation by-laws the ALRVFD, Inc. has nominated Assistant Chief Jeff Wall to fill the position of Chief for the remainder of 2011 and an election to that effect will be held at the next regular business meeting. There are no other nominees.

Thank you -

Scott Roat  
President,  
Albion-Little River Volunteer Fire Department, Inc.  
707.937.1410

**Local Agency Formation Commission of Mendocino County -- LAFCO**

200 S. School St.  
Ukiah, CA 95482  
707 463 4470

To: District Boards of Directors and General Managers, Mayors, City Councils and  
City Managers, Board of Supervisors, Clerk of the Board of Supervisors/Clerk of  
City Select Committee, and CEO of Mendocino County

Subject: Adopted Budget for FY 2011-2012

Date: May 5, 2011

.....  
At the May 2, 2011 second public hearing on the budget, the Commission adopted a FY 2011-  
2012 budget that again reduced the amount of apportionment costs to the agencies that fund  
LAFCO. I have attached the adopted budget for your awareness.

Please contact me if you have any questions.

Sincerely,



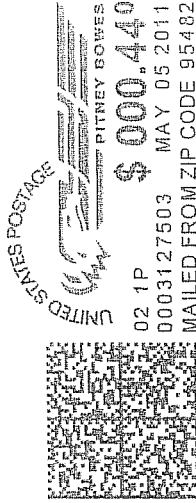
Frank McMichael  
Executive Officer

**Commission's Final Budget Fiscal Year 2011-2012**

<b>Line #</b>	<b>County A/C #</b>	<b>Description</b>	<b>FY 2011/12 Amount</b>	<b>FY 2010/11 Amount</b>	<b>Inc/(Dec)</b>
		<b>Revenue</b>			
1	862390	LAFCO Apportionment Fees	135,000.00	165,902.32	(30,902.32)
2	826390	Application Filing Revenue	5,000.00	-	5,000.00
3	824100	Interest Income	500.00	-	500.00
		<b>Total Income</b>	<b>140,500.00</b>	<b>165,902.32</b>	<b>(25,402.32)</b>
		<b>Expenses</b>			
10	862189	Contract Services-Office and Staff	69,812.32	99,812.32	(30,000.00)
11	862181	Audit Services	3,000.00	3,000.00	-
12	862239	Contracted Services (financial)	3,000.00	-	3,000.00
13	862183	Legal Counsel	4,000.00	4,000.00	-
14	862194	A-87 Costs County Services	5,000.00	3,500.00	1,500.00
15	862101	Insurance-General Liability	2,200.00	3,000.00	(800.00)
16	862182	Website Costs	2,000.00	2,000.00	-
17	862060	District Election Postage	500.00	1,000.00	(500.00)
18	862150	CALAFCO Membership	775.00	775.00	-
19	862150	CSDA Membership	900.00	775.00	125.00
20	862250	Commissioner Travel-In County	500.00	1,000.00	(500.00)
21	862253	Commission Travel-Out of County	3,000.00	6,000.00	(3,000.00)
22	862239	Miscellaneous Expense	3,000.00	8,000.00	(5,000.00)
23	862239	Commission Training	0.00	-	-
24	862189	SOI/MSR Process-56425/56430Mandates	67,000.00	57,040.00	9,960.00
25	862190	Publication and Legal Notices	1,000.00	1,000.00	-
26	860011	General Reserve	0.00	10,000.00	(10,000.00)
		<b>Total Apportionment Expenses</b>	<b>165,687.32</b>	<b>200,902.32</b>	<b>(35,215.00)</b>
27	862184	Application Filing Expenses	5,000.00	2,000.00	3,000.00
		<b>Total Expenses</b>	<b>170,687.32</b>	<b>202,902.32</b>	<b>(32,215.32)</b>
		<b>Net</b>	<b>(30,187.32)</b>	<b>(37,000.00)</b>	<b>(6,812.80)</b>
		<b>Fund Balance</b>	<b>Budgeted 6/30/2012</b>	<b>Projected 6/30/2011</b>	<b>Actual 6/30/2010</b>
		Legal Reserves	20,000.00	20,000.00	20,000.00
		Service Review Reserves	20,000.00	20,000.00	20,000.00
		General Reserve	54,812.68	85,000.00	89,202.00
		<b>Total Fund Balance</b>	<b>94,812.68</b>	<b>125,000.00</b>	<b>129,202.00</b>
		<b>Change in Fund Balance</b>	<b>(30,187.32)</b>	<b>(4,202.00)</b>	

LAFCO of Mendocino County  
200 S. School St.  
Ukiah, CA 95482

Board of Directors  
Albion/Little River FPD  
P.O. Box 634  
Albion, Ca 95410





# COUNTY OF MENDOCINO

## Executive Office

CARMEL J. ANGELO  
CHIEF EXECUTIVE OFFICER  
CLERK OF THE BOARD

501 Low Gap Road, Room 1010  
Ukiah, CA 95482-3734

Email: [ceo@co.mendocino.ca.us](mailto:ceo@co.mendocino.ca.us)  
Website: [www.co.mendocino.ca.us](http://www.co.mendocino.ca.us)

Office: (707) 463-4441  
Facsimile: (707) 463-5649

### NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Mendocino County Board of Supervisors will conduct a public hearing in their chambers at 501 Low Gap Road, Room 1070, Ukiah, CA on Monday, May 23, 2011, at 2:30 p.m. to consider adoption of Proposed Fee Modifications to the 2010 Master Fee Schedule for various County Departments based upon the cost of providing specific County services.

Pursuant to Title 14, Section 15273(a)(1) of the California Code of Regulations, said fees are exempt from the California Environmental Quality Act (CEQA).

All interested parties are invited to attend and be heard at the time and date noted above.

A copy of the Proposed Fee Modifications are available for review in the County Executive Office, 501 Low Gap Road, Room 1010, Ukiah, CA. For further information call (707) 463-4221.

A handwritten signature in cursive script that reads "Carmel J. Angelo".

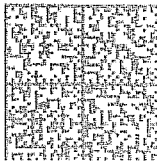
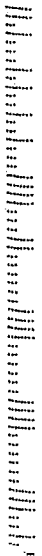
CARMEL J. ANGELO  
CLERK OF THE BOARD



County of Mendocino  
 Executive Office  
 501 Low Gap Rd., Rm. 1010  
 Ukiah, CA 95482

Albion/Little River Fire District  
 P.O. Box 101  
 Albion, CA 95410

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COUNTY OF MENDOCINO  
MEREDITH FORD  
AUDITOR – CONTROLLER  
501 Low Gap Road, Rm 1080  
Ukiah, CA 95482  
Ph: (707) 463-4388  
FAX: (707) 467-2503  
e-mail: auditor@co.mendocino.ca.us

May 23, 2011

District: Albion-Little River Fire

To: District Board of Directors

From: Lucy Simonson, Accountant *LS*

Re: Estimated 2011/12 Tax Revenue

The following are this office's estimates of taxes to be paid to your district, for the 2011/12 fiscal year. The Assessor is currently estimating a very small increase in assessed valuation of less than 1/2%, but this is only an estimate. The actual value increase could be more or less, but we have no way of predicting at this time.

Current Secured	\$ <u>73,566</u>
Current Unsecured	<u>2,470</u>
Homeowner Exemption	<u>771</u>
SB813 Supplemental	<u>283</u>
Prior Unsecured	<u>126</u>
Timber Tax	<u>83</u>
Total	\$ <u><u>77,299</u></u>

Please call me with any questions you may have regarding the above estimates.

**Special District Budget Worksheet  
Fiscal Year 2011/12**

District Name: \_\_\_\_\_

Fund Number: \_\_\_\_\_

Total estimated revenue for 2011/12 \_\_\_\_\_

Add estimated Fund Balance @ 6/30/11 \_\_\_\_\_

Total available for appropriation in 2011/12 \_\_\_\_\_

**(Appropriations must not exceed this amount)**

**Estimated Revenue**

821110 Current Secured Tax \_\_\_\_\_

821120 Current Unsecured Tax \_\_\_\_\_

821130 Supplemental Roll Tax \_\_\_\_\_

821220 Prior Unsecured Tax \_\_\_\_\_

821300 Special Tax (Fire Assessments) \_\_\_\_\_

821600 Timber Yield Tax \_\_\_\_\_

821700 Highway Property Rental \_\_\_\_\_

824100 Interest \_\_\_\_\_

824110 Endowment Fund Interest \_\_\_\_\_

824200 Rents & Concessions \_\_\_\_\_

825481 Homeowners Property Tax Relief \_\_\_\_\_

825490 State Other \_\_\_\_\_

825670 Federal Other \_\_\_\_\_

826199 Emergency Response Fee \_\_\_\_\_

826501 Benefit Assessment \_\_\_\_\_

827500 Sale of Fixed Assets \_\_\_\_\_

827600 Other Sales \_\_\_\_\_

827700 Other Income \_\_\_\_\_

827702 Insurance & Premium Returns \_\_\_\_\_

827707 Donations \_\_\_\_\_

827802 Operating Transfer In \_\_\_\_\_

**Total Estimated Revenue** \_\_\_\_\_

Please return to Auditor-Controller by August 31, 2011



**Special District Budget Worksheet  
Fiscal Year 2011/12**

**Appropriations**

860010 Appropriation for Contingencies	_____
861011 Regular Employee Salaries	_____
861012 Extra Help	_____
861013 Overtime	_____
861014 Miscellaneous Salaries	_____
861021 Contribution to Retirement	_____
861022 Contribution to OASDI	_____
861023 Contribution to Medicare	_____
861030 Contribution to Employee Insurance	_____
861031 Unemployment Insurance	_____
861035 Workers' Compensation Insurance	_____
Total Salaries & Benefits	_____
862050 Clothing & Personal Items	_____
862060 Communications	_____
862080 Food	_____
862090 Household Expense	_____
862101 Insurance - General	_____
862120 Maintenance - Equipment	_____
862130 Maintenance - Structures & Grounds	_____
862140 Medical, Dental & Lab Supplies	_____
862150 Memberships	_____
862160 Miscellaneous Expense	_____
862170 Office Expense	_____
862181 Auditing & Fiscal Services	_____
862182 Data Processing Services	_____
862183 Legal Fees	_____
862184 Architectural & Engineering Services	_____
862187 Education & Training	_____
862189 Professional & Specialized Services	_____
862190 Publication & Legal Notices	_____
862200 Rents & Leases - Equipment	_____

Please return to Auditor-Controller by August 31, 2011

**Special District Budget Worksheet  
Fiscal Year 2011/12**

862220 Small Tools & Instruments	_____
862231 Election Supplies & Services	_____
862239 Special Departmental Expense	_____
862250 Transportation & Travel	_____
862251 Ambulance	_____
862260 Utilities	_____
<b>Total Services &amp; Supplies</b>	_____
863113 Payments to Other Governments	_____
863310 Interest Expense	_____
863311 Principal Expense	_____
863340 Taxes & Assessments	_____
<b>Total Other Charges</b>	_____
864350 Land	_____
864360 Structures & Improvements	_____
864370 Equipment	_____
<b>Total Fixed Assets</b>	_____
865802 Operating Transfer Out	_____
<b>Total Appropriations</b>	=====
<b>Excess of Estimated Revenue     over/(under) Appropriations</b>	=====

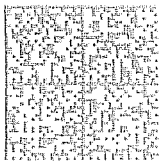
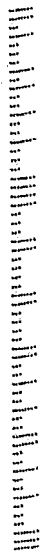
Submitted by: \_\_\_\_\_

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

COUNTY OF MENDOCINO  
AUDITOR - CONTROLLER  
501 Low Gap Rd., RM 1080  
Ukiah, CA 95482

Albion Little River Fire District  
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Albion CA 95410

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**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
BUSINESS MEETING MINUTES**

Tuesday, May 31, 2011, 7:00 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

1. **Call to order and determination of a quorum:** Meeting called to order by President Alan Taeger at 7:02pm. Present were Board members Rich Riley, Ken Matheson, Ed Petrykowski and Terry Kemp. Chief Derek Wilson, Ted Williams, Marshall Brown and Erica Geer were present representing the Fire Department. Brad Montgomery was also present.
2. **Public communication to the board:** None.
3. **Adjournment:** The board meeting adjourned and met in closed session.
4. **Closed session - Personnel:** The board interviewed candidate Jeff Wall, nominated for Chief by Albion Little River Volunteer Fire Department to fill the vacancy created by the resignation of Chief Derek Wilson.
5. **Call to order:** Public business meeting reconvened at 7:32pm.
6. **Closed session Report:** There was no action taken by the board in closed session.
7. **Previous meeting minutes:** The minutes of the April 26, 2011 regular business meeting were approved as presented by unanimous vote of the members of the board on a motion by Rich.
8. **Fire chief's report:**
  - a. **Incident reports:** 12 medical, 1 fire alarm, 2 traffic accidents, and 1 water rescue.
  - b. **Fund raising, gifts, and service fees:** Annual BBQ is scheduled for July 9<sup>th</sup> from 1pm-4pm to be followed by a separate fundraiser "Firefest" which will follow from 6pm-10pm.
  - c. **Fire department report:** Details for the list of items stolen from Station 812 are still being collected.
  - d. **Fire department operational needs:** Replace stolen equipment.
  - e. **Vehicle maintenance report:** 8192 is at Fort Bragg Diesel, 8163 back in service, 8162 is waiting for an appointment.
9. **Communications to the board:** See attached list.
10. **Financial report:** Current financial statements were presented.
11. **Items for consideration and possible action:**
  - a. **Chief appointment:** The board voted unanimously on a motion by Ken to approve the candidacy of Jeff Wall to fill the position of chief for the balance of the current term.
  - b. **Bylaws revision:** The board reviewed and voted unanimously on a motion by Ken and seconded by Ed to adopt the proposed amendment to the Albion Little River Fire Protection District Bylaws, Policies and Procedures (Section 1017 – Appointment and Removal of Fire Chief). See attached.
  - c. **Special fire and rescue tax assessment:** The board reviewed and discussed the updating of current special tax rolls. This item to be continued on the agenda for the special budget meeting scheduled for 6/21/11. No action taken.
12. **Committee reports:**
  - a. **New fire station committee.** Lee Welty is still working on the foundation plans and is waiting for shop drawings. He is still getting things together for the encroachment permit.
  - b. **Vehicle committee.** John Crowningshield has developed a checklist for each vehicle
13. **Directors' discussion:** Alan reported that a Station 815 (Navarro Ridge) neighbor requested that an unused steel tank eyesore at that location be removed.
14. **Next meeting schedule:** Special meeting for fire and rescue tax assessment update and FY 2011-2012 budget development Tuesday, June 21, 4:00 pm. Next regular business meeting Tuesday, June 28, 2011, 7:30 pm.
15. **Adjournment:** meeting adjourned at 8:17pm.

**Attachments**

Minutes approved as presented by unanimous vote of the board at the June 28, 2011 regular business meeting.

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING MAY 31, 2011  
COMMUNICATIONS TO THE BOARD**

- 5/7/2011 Received \$340 donation from the ALR Fire Auxiliary to the fire station building fund from proceeds of the flea market May 7.
- 5/9/2011 Received letter from LAFCO with notice of the adopted budget for FY 2011-2012.
- 5/11/2011 Received notice from county planning and building department of an application for an amendment to CDP 65-2007 to construct a 2,400 SF agricultural barn and fenced exercise arena.
- 5/16/2011 Received notice from the board of supervisors of a public hearing to be held May 23, 2011 at 2:30 pm in supervisors chambers to consider the adoption of Proposed Fee Modifications to the 2010 Master Fee Schedule for various county departments.
- 5/25/2011 Received email from Scott Roat, president of the Albion Little River Volunteer Fire Department with attached notice of nomination of Jeff Wall for the position of chief to fill the vacancy created by the resignation of Derek Wilson.
- 5/27/2011 Received letter from county auditor with estimated 2011/12 tax revenue for budget planning.

**1017**  
**APPOINTMENT AND REMOVAL OF FIRE CHIEF**

The Fire Chief is the only employee of the District. The Board of Directors is responsible for appointing and dismissing the Fire Chief.

**Procedure for appointment of Fire Chief by the Board of Directors:**

1. Department submits names of candidates to the Board of Directors at the meeting prior to annual department election.
2. The Board of Directors interviews candidates and using the criteria below selects the Fire Chief:
  - Qualifications for Fire Chief:
    - Experience in department activities
    - Ability to perform duties
    - Desire to fill position
3. If all candidates are rejected with cause, this process shall be repeated until a Fire Chief is selected.
4. The Fire Chief shall serve until the next annual Department election.
5. This process will be used if for any reason the Chief is unable to serve until the next annual Department elections.

**Procedure for dismissal of the Fire Chief:**

In order for the Board of Directors to remove the Fire Chief, at least one of the following conditions must exist:

1. A petition of a majority of regular Department members requesting removal of the Fire Chief is presented to the Board of Directors at a regular meeting.
2. The Board is informed in writing of a serious misapplication of policies, regulations, rules or procedures of the Albion-Little River Fire District or Department.
3. The Board of Directors determines the chief is unable to fulfill his/her duties. The determination will be made at a regular Board meeting and will require a simple majority vote of the Board.

If any of the above 3 conditions exist, the Board shall call a special meeting to discuss the allegations with the Fire Chief. If after this discussion, a majority of Board members feels the removal of the Fire Chief should be considered, the Board may call a properly noticed and agendized special closed session to discuss the removal in accordance with Govt. Code 54957(b)(2) "As a condition of holding a closed session on specific complaints or charges brought against an employee by another person or employee, the employee shall be given written notice of his or her right to have the complaints or charges heard in open session rather than closed session...".

It shall require 4/5 majority of the Board of Directors to dismiss the Fire Chief.

[This page revised by unanimous vote of the Board of Directors May 31, 2011.]