

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

BMA rev 081017

Wednesday, June 24, 2009, 7:30 pm, at Station 810, 33900 West Street, 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. **Grants.** Terry will introduce Harvey Chess, local resident and experienced grant writer, who has volunteered to assist with grant applications. Harvey will give the board an overview of what he has learned so far, what we can expect from grant programs, and what we need to do to be successful.
4. **Previous Meeting Minutes.** Minutes of the April 29, 2009 regular business meeting, the May 27, 2009 regular business meeting, and the June 9, 2009 special meeting will be approved and/or revised and approved.
5. **Fire Chief's report, including operational needs.**
  - A) **Incident reports.** The Fire Chief is requested to provide written report on the types of calls to which the 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 Department's planning.
  - B) **Fund raising, gifts and 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 Department progress.
  - D) **Fire Department operational needs.** Chief's report on Department needs.
  - E) **Vehicle maintenance report.** Chief's report on vehicle maintenance.
6. **Communications to the Board.** Communication to the Board will be presented.
7. **Financial report.** Current financial statements for the District will be presented.
8. **Items for consideration and possible action:**
  - A) **The board will vote to approve the proposed FY 2009-2010 budget.**
9. **Committee reports:** Committee reports, if any, will be presented.
  - A) **Station 811 report.**
  - B) **Vehicle Committee**
  - C) **Grant Committee**
10. **Board Directors' Discussion.** Individual Board members may discuss topics including but not limited to insurance, bylaws, a website, and benefits for firefighters.
11. **Next meeting Wednesday July 29, 2009 at 7:30pm, Station 810.**
12. **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, at least two days before the meeting date.

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8. **Items for consideration and possible action:**
  - A) The board will vote to approve the proposed FY 2009-2010 budget. *passed*
  - B) The need for \$1,000.00 of new wild land gear. *No action*
9. **Committee reports:** Committee reports, if any, will be presented.
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*8102 almost ready  
AL-LRV  
3162 issues*

*Brad Montgomery*

*22*

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*Need new  
papers  
5 units \$3000.-  
25 units 11,000.-*

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

Wednesday, April 29, 2009, 7:30pm at Station 810, 33900 West St, Albion, CA

1. **Call to order and determination of a quorum:** Called to order at 7:34pm with Directors Alan Taeger, Rich Riley, Ed Petrykowski and Terry Kemp present along with Derek Wilson, Dave Ayster, Nick Pillsbury, Ted Williams and Diana Wiedemann.
2. **Public communication to the board:** Diana Wiedemann stated her concern that requests for a community meeting regarding the 811 building project have been met with some resistance from the Board. Diana also stated that we can do a better design, better budget, have a complete metal building which could improve the aesthetic and be cost effective. Alan responded that her proposal to make immediate changes to the building design was on the agenda at last month's meeting at her request and that a motion was passed to deny this proposal. Ed pointed out item #8c on the April 8, 2009 meeting minutes showing we have every intention of having the community involved if the project moves forward.
3. **Previous meeting minutes:** Minutes read and approved.
4. **Fire chief's report, including operational needs:**
  - a. **Incident reports:** 2-fires 6-medical 1-car accident 1-water rescue.
  - b. **Fund raising gifts and service fees:** Derek reported that the Fire Dept. is trying to organize an abalone feed. Derek reported completion of an updated Cal-fire mutual aid agreement. The updated agreement increases the dollar amount that is paid by CalFire to the fire department for a 24 hour shift working a CalFire emergency. Reimbursement for use of Derek's truck is not covered under the agreement this year but he will receive \$.60 per mile reimbursement from CalFire for CalFire emergency responses. Derek reported that the Board needs to bargain with Cal-fire for a higher rate for the use of our vehicles.
  - c. **Fire department report:** Derek reported that he will meet with other county Fire Chiefs next Wednesday. Alan asked for a report of the Chiefs meeting at the next business meeting. Derek has received handouts from CalFire regarding quarantines. Derek requested that the board donate 4 old SCBA sets to Westport Fire Department along with 4 extra tanks. We have a total of 10 old sets and Derek reported that the fire department wants to retain 6. Alan stated that this needs to be an agenda item because the public needs to be notified of the district plans to liquidate anything valued over \$500.00.
  - d. **Fire department operational needs:** Derek reported fire dept. doing well. Nothing needed at this time.
  - e. **Vehicle maintenance report:** David Ayster reported that Engine 8182- parts are here and should be repaired in 2-3 weeks. Engine 8163 passed inspection after repairs completed. Ayster said that he wanted to make sure that the Board received the bill and reported that it was over \$3,000. Alan stated it is policy that anything over \$1000.00 needs Board approval (Note: actual board policy varies from this statement). Ideally we should first get the vehicle evaluation and a written estimate for repairs. Alan asked Rich to tell Gary that we need an itemized estimate and he needs approval from Rich prior to repairs being performed for amounts beyond preapproved limits. 8130 is the next vehicle scheduled to be evaluated. Ayster reported that he spoke to Dave Wise, a certified truck mechanic from the South Coast, to inquire about the possibility of using his services. He is willing to work on our vehicles at the rate of \$80.00/hr, including travel time. Ayster reported that Wise is an expert at trouble shooting electrical problems, that he does a 45-60 day rotation for the South Coast Firefighters vehicles, and is available for us to use. Ayster says that Gary still wants to work with us and make us the priority. Rich will present Gary with a written copy of our repair policy. There are still three trucks that need to be evaluated - 8132, 8192, & 8191. Derek reported that he received an emergency vehicle permit form from a local CHP officer that the Board will need to review. Alan reported he went to DMV to get a copy of the registration certificate for 8175. Derek will meet with CalFire rep to verify our insurance coverage on the vehicle.

5. **Communications to the Board:** Ted reported that the new radio repeater is installed in station 812. He reported that there was an incompatible part on both new repeaters which the radio supplier could not fix, incurring a credit of \$450, which Ted says will cover the cost of an alternate part. Ted asked if the board had received a refund check of \$450.00. We haven't so Ted will follow up. Received letter from D. R. Watts Accounting Corp. soliciting our audit business. Received correspondence from CA Special District Assoc. with proposed CSDA bylaws changes. Received quarterly county investment report – S&P rating down from AAA to BBB due to problems with life insurance investment. Market value of county investments currently \$5m below par. Received an invitation to the Little River Airport Appreciation day May 16th.
6. **Current Financial Report:** Still over budget on 3 items. Alan will review budget expense coding with Katya. Rich stated that budget items for equipment and equipment repair need be itemized for clarity. Alan recommended we leave the budget overview work sheet as it is and add the itemized breakdowns to the monthly reports.
7. **Items for consideration and possible action:**
  - a. **Disposition of surplus property:** Derek says he can sell fuel tank for \$1500.00. Rich made a motion to accept \$1500.00 for it; approved unanimously. Two people are interested in the Type 1 engine with a high bid of \$300.00 from Oliver. Alan made a motion to sell the Type 1 as is to Oliver; approved unanimously.
  - b. **District Bylaw changes:** Posted proposed change to bylaws was approved unanimously.
  - c. **Reschedule annual budget meeting:** Budget meeting is rescheduled to May 11th at 7:00pm.
8. **Committee Reports:**
  - a. **Station 811:** Planning committee meeting in Ukiah on May 21st. Ed will contact Amy Winn and see if she can attend.
  - b. **Vehicles:** Derek will meet with Valerie Burke about the possibility of replacing the Federal Government vehicle on loan to us (8175) with a better, newer vehicle.
  - c. **Grants:** Terry reported that Harvey Chess is unable to meet the May 20th deadline for the FEMA grant application but wants to focus on next year. He wants to work with the Board on Fundraising and other grant opportunities.
9. **Board Directors' Discussion:** Derek will look into the ISO rating and get back to the Board with the results. Ethics training was completed by Terry and she also reported on the Emergency Preparedness meeting she attended in Ukiah.
10. **Annual budget meeting rescheduled for May 11, 2009 7:00 pm, Station 810. Next regular business meeting will be May 27, 2009 at 7:30 pm, Station 810.**
11. **Adjournment 9:11pm.**

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

Wednesday, May 27, 2009, 7:30 pm, at Station 810, 33900 West Street, Albion, CA

1. **Call to order. and determination of a quorum.** Meeting called to order at 7:40pm with Directors Terry Kemp, Ed Petrykowski, Dan Sitts, Rich Riley and Alan Taeger along with Chief Derek Wilson, Firefighter Jeff Wall and Ted Williams.
2. **Public communication to the Board.** None
3. **Previous Meeting Minutes.** Minutes from April 29,2009 were tabled till next meeting and Minutes from special budget meeting May 11,2009 were unanimously approved with corrections.
4. **Fire Chief's report, including operational needs.**
  - A) **Incident reports.** Call sheet not presented
  - B) **Fund raising, gifts and service fees.** No report.
  - C) **Fire Department report.** Derek requested to Calfire for a surplus truck. Paper work for this request has been started.
  - D) **Fire Department operational needs.** 4 new type SCBAs needed.
  - E) **Vehicle maintenance report.** No Report at this time.
5. **Communications to the Board.** Nothing to report.
6. **Financial Report.** Budget Overview was presented and reviewed and itemized categories were clarified.
7. **Presentation of proposed draft budget for FY 2009-2010 for review, discussion, possible proposed revisions.** The board decided to reduce proposed budget to \$160,000 as that is close to the total revenue the District expects to receive during upcoming fiscal year. The proposed budget was modified by reducing new equipment expenditures from 25,000 to 5,000.
8. **Items for consideration and possible action**
  - A) Board voted unanimously to donate surplus (old type) SCBAs to Westport Fire Department
  - B) Rich made motion to pay Fish and Game filing fee. Approved unanimously.
  - C) Dan made motion to sell surplus fuel tank and stand to Firefighter Ted Williams for \$500. Approved Unanimously.
  - D) No action taken.
9. **Committee reports:**
  - A) **Station 811 report.** Building project approved by County Planners on 21<sup>st</sup> of May. Coastal Commission has ten days to appeal.
  - B) **Vehicle Committee.** Repair to vehicle 8182 is not complete at Fort Bragg Diesel but parts are in for the repair. Estimates will be needed before any future work. Vehicle 8162 has some warranty issues. Rescue vehicle has been sent to FBD and waiting for word on condition.
  - C) **Grant Committee.** No report at this time.
10. **Board Directors' reports.** New bridge location proposals will not affect Albion fire house. Secretary will send copy of approved minutes to Board members, Rick Ricca and Ted Williams.
11. **Next meeting: June 24, 2009 at 7:30pm, Station 810.**
12. **Adjournment**

*appel*

*Proposed revisions by Allen*

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

June 9, 2009 Station 811, 32600 Albion Ridge Rd., Albion, CA

1. **Call to order and determination of a quorum.** Meeting called to order at 5:10pm. Present were Board Members Terry Kemp, Alan Taeger, Rich Riley, Ed Petrykowski, Chief Derek Wilson and firefighters Ted Williams and Stacy Weil-Dye.
2. **Public communication to the Board.** None.
3. Discussion of upcoming Homeland Security grant. Application deadline is July 10, 2009. Focus was on the need for the 811 Firehouse rebuilding and what justifies it.
4. Meeting adjourned at 6:00pm

*append*

Submitted by Terry

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

Special Meeting June 9, 2009 Station 811, 32600 Albion Ridge Rd., Albion, CA

1. **Call to order and determination of a quorum.** Meeting called to order at 5:10pm.  
Present were Board Members Terry Kemp, Alan Taeger, Rich Riley, Ed Petrykowski, Chief Derek Wilson and firefighters Ted Williams and Stacy Weil-Dye.
2. **Public communication to the Board.**
3. Discussion of upcoming Homeland Security grant. Application deadline is July 10, 2009. Focus was on the need for the 811 Firehouse rebuilding and what justifies it. Below is a list of the main points
  - 1) Long standing increased needs that include adequate storage for vehicles and equipment
  - 2) Central facility, easier to staff. No threat of being blocked in by store traffic, delivery trucks
  - 3) Increased service due to aging population
  - 4) 811 is the only District owned piece of property, everything else is leased

Due to our 40 square miles of rural nature, which includes 3 ridges and 2 bridges, shows that this is a lot of area to serve. Our area is a major tourist destination so this increases the risk of accidents that may need to be responded too. Our area also has financial hardships and we have raised as much money as we can by property taxes. The plans for the station have been reviewed by the Coastal commission, a botanical study, wetlands research, an archeology study and fish and game. We have great community involvement by resident professionals that have donated their time with design, etc. Discussion of the need for a Type 1 engine was also discussed since this is something we do independently and also assist others.

Harvey Chess will be attending our next Board meeting on June 24<sup>th</sup> to talk to the Board about this grant.

4. Meeting adjourned at 6:00pm



ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUDGET OVERVIEW WORKSHEET

UPDATED 6/24/2009		2005-2006		2006-2007		2007-2008		2008-2009		2009-2010	
CODE #	DESCRIPTION	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	REVISED	ACTUAL	ESTIMATED	ACTUAL
	<b>REVENUE</b>										
821110	CURRENT SECURED TAX	55,772.00	56,893.88	61,117.00	63,486.74	67,469.00	68,341.10	72,104.00	67,715.92	74,944.00	
821120	CURRENT UNSECURED TAX	1,849.00	1,985.33	1,916.00	2,127.35	2,053.00	2,120.79	2,074.00	2,130.60	2,322.00	
821130	SB 813 SUPPLEMENTAL TAX	2,189.00	2,269.48	2,237.00	2,985.03	2,834.00	2,516.55	2,288.00	1,235.47	1,572.00	
821210	PRIOR SECURED PROPERTY TAX	0.00	3.84	0.00	(70.95)	0.00	331.97		(244.48)		
821220	PRIOR UNSECURED PROPERTY TAX	110.00	110.27	103.00	129.57	106.00	32.41	34.00	62.84	27.00	
821300	SPECIAL TAX (FIRE ASSESSMENTS)	77,032.00	77,550.00	77,550.00	77,710.00	75,000.00	77,550.00	75,000.00	72,084.30	77,630.00	
821600	TIMBER YIELD TAX	322.00	494.49	397.00	448.29	486.00	383.82	374.00	279.74	314.00	
821700	HIGHWAY PROPERTY RENTAL	0.00	0.00	0.00	0.39	0.00					
824100	INTEREST	966.00	7,084.69	3,000.00	13,154.55	9,000.00	13,581.82	10,000.00	5,483.08	10,000.00	
825481	HOMEOWNER PROPERTY TAX RELIEF	817.00	806.26	806.00	809.12	809.00	802.76	803.00	393.77	788.00	
825490	STATE OTHER	0.00	0.00	0.00	0.00	0.00					
826140	ELECTION SERVICES	0.00	0.00	0.00	0.00	0.00					
827500	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00					
827700	OTHER	6,000.00	461.00	0.00	0.00	0.00	15,394.00	76,583.50	76,583.50		
827702	INSURANCE PAYMENT	0.00	0.00	0.00	0.00	0.00					
	<b>TOTAL REVENUE</b>	145,057.00	147,659.22	147,126.00	160,780.09	167,757.00	181,055.22	239,260.50	225,924.74	167,597.00	0.00
	<b>FUND BALANCE CARRIED FORWARD</b>										
	<b>TOTAL AVAILABLE FOR APPROPRIATIONS</b>					290,000.00	315,157.00	347,520.83	347,520.83	223,981.33	265,595.49
						447,757.00	496,212.22	586,781.33	573,445.57	391,578.33	265,595.49
	<b>APPROPRIATIONS</b>										
861035	WORKERS COMPENSATION INSURANCE	9,000.00	5,458.00	6,000.00	6,208.00	6,000.00	4,960.00	6,000.00	5,407.00	7,000.00	
862050	CLOTHING & PERSONAL ITEMS	4,000.00	3,939.97	4,000.00	5,975.14	6,000.00	8,722.14	6,000.00	4,130.64	6,000.00	
862060	COMMUNICATIONS	12,000.00	10,659.45	5,000.00	5,947.31	10,000.00	9,157.86	10,000.00	4,247.81	10,000.00	
862101	INSURANCE - GENERAL	9,000.00	5,880.00	6,000.00	5,880.00	6,000.00	5,840.00	6,000.00	5,744.00	7,000.00	
862120	MAINTENANCE - EQUIPMENT	10,000.00	11,293.34	28,000.00	11,873.16	12,000.00	14,908.90	40,000.00	17,036.17	30,000.00	
862130	MAINTENANCE - STRUCTURES & GROUNDS	6,000.00	5,200.82	3,000.00	9,449.71	15,000.00	12,062.46	5,000.00	5,526.05	10,000.00	
862140	MEDICAL, DENTAL & LAB SUPPLIES	3,000.00	4,742.26	4,000.00	4,550.15	6,500.00	5,753.38	8,000.00	5,944.90	8,000.00	
862150	MEMBERSHIPS	0.00	0.00	0.00	459.67	2,500.00	2,147.00	2,800.00	2,695.00	3,000.00	
862170	OFFICE EXPENSE	200.00	192.34	200.00	398.35	600.00	479.13	3,000.00	3,034.72	2,000.00	
862181	AUDITING & FISCAL SERVICES	5,000.00	1,346.20	2,000.00	4,169.50	5,000.00	1,625.28	7,000.00	6,378.24	4,000.00	
862184	ARCHITECT & ENGINEERING SERVICES (811)	0.00	0.00	0.00	0.00	2,000.00					
862187	EDUCATION & TRAINING	5,000.00	4,505.19	10,000.00	12,270.50	10,000.00	7,420.27	10,000.00	8,375.36	15,000.00	
862189	PROFESSIONAL & SPECIAL SERVICES - OTHER	0.00	1,555.80	500.00	1,554.20	1,500.00	1,551.00	1,500.00		1,500.00	
862210	RENTS & LEASES BUILDINGS & GROUNDS	0.00	0.00	0.00	4.00	0.00				100.00	
862220	SMALL TOOLS & INSTRUMENTS	2,000.00	2,836.02	3,000.00	4,294.64	3,500.00	3,173.66	3,500.00	2,381.66	7,000.00	
862231	ELECTION SUPERVISION & SERVICES	0.00	225.69	0.00	0.00	0.00				400.00	
862250	TRANSPORTATION & TRAVEL	16,000.00	13,120.18	16,000.00	20,212.59	25,000.00	17,394.64	26,000.00	22,540.45	26,000.00	
862260	UTILITIES	3,000.00	2,663.27	3,000.00	3,340.58	3,000.00	3,483.86	5,000.00	4,627.18	5,000.00	
863113	PAYMENTS TO OTHER GOVT AGENCIES	300.00	1,588.45	1,000.00	2,380.19	3,000.00	285.89	3,000.00	1,663.11	3,000.00	
864350	LAND	0.00	0.00	0.00	0.00	0.00					
864360	STRUCTURES & IMPROVEMENTS	0.00	15,751.77	0.00	7,502.14	10,000.00	6,334.16	15,000.00	3,546.62	10,000.00	
864370	EQUIPMENT	5,000.00	1,564.61	3,000.00	27,304.46	5,000.00	2,818.09	205,000.00	204,571.17	5,000.00	
	<b>TOTAL APPROPRIATIONS</b>	89,500.00	92,623.46	94,700.00	133,374.29	132,600.00	107,917.72	362,800.00	307,850.08	160,000.00	0.00
	<b>UNAPPROPRIATED FUNDS</b>					315,157.00	347,520.83	223,981.33	265,595.49	231,578.33	265,595.49

# ALRFPD PROPOSED BUDGET FISCAL YEAR 2009-2010

DISTRICT NAME: ALBION-LITTLE RIVER FIRE PROTECTION

FUND NUMBER: 341

TOTAL ESTIMATED REVENUE FOR 2009-2010	\$167,597.00
ESTIMATED FUND BALANCE AS OF 6/30/09	\$223,981.00
TOTAL AVAILABLE FOR APPROPRIATIONS IN 2009-2010 (Appropriations must not exceed this amount)	<u>\$391,578.00</u>

## ESTIMATED REVENUE

821110	CURRENT SECURED TAX	\$74,944.00
821120	CURRENT UNSECURED TAX	\$2,322.00
821130	SB 813 SUPPLEMENTAL TAX	\$1,572.00
821220	PRIOR UNSECURED TAX	\$27.00
821300	SPECIAL TAX (FIRE ASSESSMENTS)	\$77,630.00
821600	TIMBER TAX	\$314.00
824100	INTEREST	\$10,000.00
825481	HOMEOWNERS PROPERTY TAX RELIEF	\$788.00
	<b>TOTAL ESTIMATED REVENUE</b>	<b>\$167,597.00</b>

## APPROPRIATIONS

### **SALARY & BENEFITS**

861035	WORKERS COMPENSATION INSURANCE	\$7,000.00
	<b>TOTAL SALARY &amp; BENEFITS</b>	<b>\$7,000.00</b>

### **SERVICES & SUPPLIES**

862050	CLOTHING & PERSONAL ITEMS	\$6,000.00
862060	COMMUNICATIONS	\$10,000.00
862101	INSURANCE - GENERAL	\$7,000.00
862120	MAINTENANCE - EQUIPMENT	\$30,000.00
862130	MAINTENANCE - STRUCTURES & GROUNDS	\$10,000.00
862140	MEDICAL, DENTAL & LAB SUPPLIES	\$8,000.00
862150	MEMBERSHIPS	\$3,000.00
862170	OFFICE EXPENSE	\$2,000.00
862181	AUDITING & FISCAL SERVICES	\$4,000.00
862187	EDUCATION & TRAINING	\$15,000.00
862189	PROFESIONAL & SPECIAL SERVICES - OTHER	\$1,500.00
862210	RENTS AND LEASES BUILDINGS AND GROUNDS	\$100.00
862220	SMALL TOOLS & INSTRUMENTS	\$7,000.00
862231	ELECTION SUPERVISION AND SERVICES	\$400.00
862250	TRANSPORTATION & TRAVEL	\$26,000.00
862260	UTILITIES	\$5,000.00
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>\$135,000.00</b>

863113	PAYMENTS TO OTHER GOVERNMENT AGENCIES	\$3,000.00
864360	STRUCTURES & IMPROVEMENTS	\$10,000.00
864370	EQUIPMENT	\$5,000.00

<b>TOTAL APPROPRIATIONS</b>	<b>\$160,000.00</b>
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<b>EXCESS OF ESTIMATED REVENUE over(under) APPROPRIATIONS</b>	<b>\$7,597.00</b>
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# ALRFPD Actual / Budget Report - Current Year:4

7/1/2008 through 6/30/2009 Using Budget 2008-2009

6/21/2009

Page 1

Category Description	7/1/2008 Actual	- Budget	6/30/2009 Difference
<b>INFLOWS</b>			
82-1110 CURRENT SECURED TAX	67,715.92	72,104.00	-4,388.08
82-1120-CURRENT UNSECURED TAX	2,330.60	2,074.00	256.60
82-1130-SB813 SUPPLEMENTAL TAX	1,136.75	2,288.00	-1,151.25
82-1210-PRIOR SECURED TAX	-244.48	0.00	-244.48
82-1220-PRIOR UNSECURED TAX	62.84	34.00	28.84
82-1300-SPECIAL TAX	72,084.30	75,000.00	-2,915.70
82-1600-TIMBER TAX	279.74	374.00	-94.26
82-4100-INTEREST INCOME	5,483.08	10,000.00	-4,516.92
82-5481-HOMEOWNER PROPERTY TAX REL...	393.77	803.00	-409.23
82-7700-OTHER	77,383.50	76,583.50	800.00
<b>TOTAL INFLOWS</b>	<b>226,626.02</b>	<b>239,260.50</b>	<b>-12,634.48</b>
<b>OUTFLOWS</b>			
86-1035-WORKMAN'S COMP	5,407.00	6,000.00	593.00
86-2050-CLOTHING	4,130.64	6,000.00	1,869.36
86-2060-COMMUNICATIONS	4,247.81	10,000.00	5,752.19
86-2061-COMM-LEASE LINES	0.00	0.00	0.00
86-2101-INSURANCE	5,744.00	6,000.00	256.00
86-2120-MAINTENANCE EQ			
Vehicle	13,332.35	0.00	-13,332.35
Other 86-2120-MAINTENANCE EQ	3,703.82	40,000.00	36,296.18
<b>TOTAL 86-2120-MAINTENANCE EQ</b>	<b>17,036.17</b>	<b>40,000.00</b>	<b>22,963.83</b>
86-2130-MAINTENANCE STRUCTURES	5,526.05	5,000.00	-526.05
86-2140-MED SUPPLIES	5,944.90	8,000.00	2,055.10
86-2150-MEMBERSHIPS	2,695.00	2,800.00	105.00
86-2170-OFFICE SUP	3,034.72	3,000.00	-34.72
86-2181-AUDITS	6,378.24	7,000.00	621.76
86-2187-ED AND TRAINING	8,375.36	10,000.00	1,624.64
86-2189-PROF AND SPEC	0.00	1,500.00	1,500.00
86-2220-SM TOOLS	2,381.66	3,500.00	1,118.34
86-2250-TRANSPORTATION	22,540.45	26,000.00	3,459.55
86-2260-UTILITIES	4,627.18	5,000.00	372.82
86-3113-PAYMNTS TO GOVT AGENCIES	1,663.11	3,000.00	1,336.89
86-4360-BUILDINGS AND IMPROVEMENTS	3,546.62	15,000.00	11,453.38
86-4370-EQUIPMENT			
Fire Engine	150,838.29	0.00	-150,838.29
Radio Repeaters	7,960.99	0.00	-7,960.99
SCBAs	43,942.26	0.00	-43,942.26
Other 86-4370-EQUIPMENT	1,829.63	205,000.00	203,170.37
<b>TOTAL 86-4370-EQUIPMENT</b>	<b>204,571.17</b>	<b>205,000.00</b>	<b>428.83</b>
<b>TOTAL OUTFLOWS</b>	<b>307,850.08</b>	<b>362,800.00</b>	<b>54,949.92</b>
<b>OVERALL TOTAL</b>	<b>-81,224.06</b>	<b>-123,539.50</b>	<b>42,315.44</b>

## Itemized Categories

5/27/2009 through 6/23/2009 (Cash Basis)

6/21/2009

Page 1

Date	Account	Num	Description	Memo	Amount
<b>INCOME</b>					<b>500.00</b>
<b>82-7700-OTHER</b>					<b>500.00</b>
6/3/2009	District ...	2820	Mendocino County Auditor	payment correction for sale of truck	-300.00
6/5/2009	County ...			Sale of tank	500.00
6/5/2009	County ...			Sale of truck	300.00
<b>EXPENSES</b>					<b>-19,655.56</b>
<b>86-1035-WORKMAN'S COMP</b>					<b>-5,034.00</b>
6/11/2009	County	4034056	... Golden State Risk Manag...		-5,034.00
<b>86-2060-COMMUNICATIONS</b>					<b>-279.24</b>
6/18/2009	District ...	2827	AT&T	96075541735558	-169.37
6/18/2009	District ...	2828	AT&T	0301538359001	-34.00
6/21/2009	District ...	2829	U.S. Cellular	957134166	-75.87
<b>86-2101-INSURANCE</b>					<b>-5,744.00</b>
6/7/2009	District ...	2825	Fire Agencies Self Insuran...	FASIS-2009-0995	-93.00
6/11/2009	County	4034056	... Golden State Risk Manag...		-5,651.00
<b>86-2120-MAINTENANCE EQ</b>					<b>-4,054.72</b>
<b>Vehicle</b>					<b>-4,054.72</b>
6/4/2009	County	4033270	Fort Bragg Diesel	Invoice #8259 AFP 6394	-3,157.41
6/18/2009	County	4034807	Fort Bragg Diesel	#8336 & 8364	-897.31
<b>86-2130-MAINTENANCE STRUCTURES</b>					<b>-410.00</b>
6/3/2009	District ...	2817	Mendocino Property Maint...	Mar- May mowing, weed trimming	-410.00
<b>86-2140-MED SUPPLIES</b>					<b>-780.53</b>
6/4/2009	County	4033244	Emergency Medical Produ...	INV1166982 AFP 6393	-537.01
6/7/2009	District ...	2823	Emergency Medical Produ...	INV1176457	-131.27
6/7/2009	District ...	2824	Eureka Oxygen Co.	DM00590237	-53.05
6/14/2009	District ...	2826	Aeris	#10095 Inv. 10335102	-59.20
<b>86-2181-AUDITS</b>					<b>-304.53</b>
6/3/2009	District ...	2818	Katsiaryna Gregonis	#10	-304.53
<b>86-2250-TRANSPORTATION</b>					<b>-135.76</b>
6/7/2009	District ...	2822	WALSH OIL CO.	#174068	-135.76
<b>86-2260-UTILITIES</b>					<b>-869.78</b>
6/3/2009	District ...	2819	Waste Management	0021192-2561-9	-23.76
6/7/2009	District ...	2821	PG&E	0210095100-9	-160.05
6/11/2009	County	4034429	SUBURBAN PROPANE	#1426-080341 tank fuel	-685.97
<b>86-4360-BUILDINGS AND IMPROVEMENTS</b>					<b>-2,043.00</b>
6/11/2009	County	TXFR	Mendocino County Clerk...	Fish and Game Filing Fees	-2,043.00
<b>TRANSFERS</b>					<b>0.00</b>
<b>District Checking</b>					<b>-2,682.40</b>
6/4/2009	County ...	4033077	County Check	AFP 6392	-1,367.98
6/11/2009	County ...	4033815	County Check	AFP 6398	-1,314.42
<b>County Transfers</b>					<b>2,682.40</b>
6/4/2009	District ...	DEP	County Check	AFP 6392	1,367.98
6/11/2009	District ...	DEP	County Check	AFP 6398	1,314.42
<b>OVERALL TOTAL</b>					<b>-19,155.56</b>

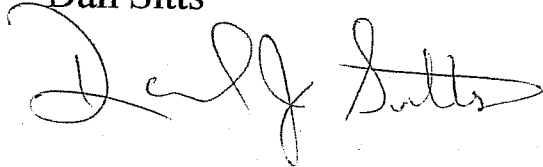
June 24, 2009

To: The Board of Albion Little River Fire Protection District.

From: Board member Dan Sitts

As of June 24, 2009 at 7:30pm., I will relinquish my duties and membership as a Director of the Board.

Dan Sitts

A handwritten signature in cursive script that reads "Dan Sitts". The signature is written in dark ink and is positioned below the printed name "Dan Sitts".

## Alan Taeger

---

**From:** Ronnie James [ronnie@mcn.org]  
**Sent:** Monday, June 22, 2009 2:16 PM  
**To:** ataeger@mcn.org  
**Subject:** grants

**Follow Up Flag:** Follow up  
**Flag Status:** Red

Hi Alan,

I think we met at your garage sale last weekend. I've been writing grants here in Mendo coast for the last 20 years, and recently found a service that is exceptionally helpful. Michael Kisslinger of Catalyst has an up to date grant research data base (local, state and national, both private, business giving programs and govt. programs) and has run several searches for me based on what sort of project is being funded--yours being volunteer fire department. It costs me about \$50 and saves me numerous trips to the Ukiah area and probably 40 hours of research time. He works closely with the Community Foundation, helping people find places to apply for funding. Contact:

Michael Kisslinger

Catalyst

707-462-2984 or 100-675-3033

North Coast Opportunities, 413 N State St, Ukiah, CA 95482 mkisslinger@ncoinc.org

Best Regards,  
Ronnie James

# Invoice

Invoice Number:  
JPA 031-001

Invoice Date:  
Jul 1, 2009

Page:  
1

Golden State Risk Management Authority  
P.O. Box 706  
Folsom, CA 95988

Telephone: (530) 934-5633

COPY

Albion-Little River Fire Prot. Dist.  
PO Box 634  
Albion, CA 95410

Member Code	Payment Terms	Delinquent After
ALBILIT	Due and Payable Upon Receipt	7/16/09
Description		Amount
2009 - 2010 Workers Compensation Contribution		5,158.00
2009 - 2010 General Liability Contribution		3,076.00
2009 - 2010 Property Contribution		1,401.00
2009 - 2010 Auto Contribution		1,232.00
2009 - 2010 Mobile Equipment Contribution		40.00
2009 - 2010 Watercraft Contribution		390.00
2009 - 2010 Workers Compensation Dividend		-124.00
2009 - 2010 General Liability Dividend		-488.00
86-1035 - 5,034. -		
86-2101 - 5,651. -		

Total Invoice Amount 10,685.00  
Payment/Credit Applied  
**TOTAL** 10,685.00

Please make checks payable to: Golden State Risk Management Authority

# MEMORANDUM

**To:** Golden State Risk Management  
Authority Members  
**From:** Rick Krepelka, Director of Finance  
**Date:** June 1, 2009  
**Re:** 2009-2010 Contribution Invoices

Enclosed is the 2009-2010 contribution invoice for your entity.

Invoices are due on **July 1, 2009** and become delinquent on **July 16, 2009**.

Coverage documents for all programs are being finalized and will be forwarded to you as soon as they are completed. If applicable, your new vehicle insurance I.D. cards will be sent under separate cover prior to July 1<sup>st</sup>.

For entities that were members of GSRMA prior to July 1, 2008, the dividends that were recently approved by the GSRMA Board have been applied and are shown as line items on this invoice. For entities that successfully participated in the Loss Prevention Incentive Program, your award is shown as a line item on this invoice as well, unless you elected to receive a check in the amount of your award. Such checks will be issued at the end of June.

Please feel free to contact this office with any questions. We appreciate your participation in GSRMA and look forward to serving your entity during the 2009 – 2010 year.



To: Brindlee Mountain Fire Apparatus  
15410 Hwy 231  
Union Grove, AL 35175

From: Albion-Little River Fire Protection District  
P.O. Box 634  
Albion, CA 95410

Re: Truck # 02062, 2000 Int'l/Pierce, Model 4900  
Engine type: DT466E  
Vin: 1HTSDADN1YH320047  
Sales Rep. Billy Claunch

The above vehicle was purchased from your company, including inspection, repairs, and warranty. It was driven to California in November, 2008 by Bruce Jenkins, an Albion Fire Department volunteer.

We took it to Fort Bragg Diesel, our local repair shop, for an oil change and California inspection on November 21, 2008. Fort Bragg Diesel gave us a bill, Invoice # 7880, and an inspection sheet of needed repairs. It was determined you would need to be notified regarding some warranty problems. But the volunteer in charge left the department before that happened, and it came to my attention after several months.

The packet with the warranty and inspection that came with the vehicle was missing for a time. When it was found, we discovered that some of the items Fort Bragg Diesel included on their list of needed repairs were on your original inspection sheet. We thought those items had been repaired prior to delivery, as per our purchase agreement. The warranty is a 6 month major component warranty. It also states that any cost below \$3000 is the responsibility of the fire department. We feel that these items should not be our responsibility, that we should only be responsible for any new items. I am including copies of Fort Bragg Diesel's inspection sheet, repair sheet, & estimate sheet #168.

The Int'l/Pierce was originally purchased as an emergency replacement for our Type 1 truck, which was in the shop for repairs. It is still in the shop as there have been problems finding parts. Fortunately we haven't had to use the Int'l/Pierce yet – it's just been a standby replacement for the Type 1 truck.

Please check your records. We are hoping for your assistance in this matter.

Thank you,

Richard Riley  
Vice President  
Board of Directors  
Albion-Little River Fire Protection District

FORT BRAGG DIESEL  
P.O. BOX 2583  
FORT BRAGG, CA 95437  
707-964-7019

# Invoice

Date	Invoice #
11/21/2008	7880

Bill To
ALBION LITTLE-RIVER FIRE DISTRICT P.O. BOX 634 ALBION, CA 95410



PARTS & SERVICE  
DEALER

P.O. No.	VEHICLE #	MILES	HOURS	LICENSE	MAKE	YEAR	
	8172	75573	6697		INT. 4900	2000	
Item	Description				Qty	Rate	Amount
90 DAY	GREASED TRK & CHECKED ALL FLUID LEVELS, CHANGED OIL & FILTERS, INSPECTED TRK, PERFORMED 90 DAY SAFETY INSPECTION ADJ. REAR BRAKES TIE UP HOSE THAT WAS RUBBING ON DRIVE LINE TIGHTEN AIR TANK				4	80.00	320.00
15-40	ENGINE OIL				8	14.82	118.56T
LF 3883	OIL FILTER				1	23.80	23.80T
27101-CTCS	SYNTHETIC ATF, ALLISON TRANSYND				0.25	58.91	14.73T
OIL DISPOSAL					1	0.75	0.75
FILTER DISPOSAL					1	2.00	2.00
ENVIRONMENTAL						3.00	3.00

THANK YOU FOR YOUR BUSINESS	<b>Subtotal</b>	\$482.84
	<b>Sales Tax (7.25%)</b>	\$11.39
	<b>Total</b>	\$494.23

# VEHICLE INSPECTION RECORD

COPY

✓ - INSPECTED  
A - ADJUSTED  
R - REPLACED  
\* - MANDATORY

INSPECTION DATE

21 11 08  
DAY MONTH YEAR

CALIFORNIA TRUCKING ASSOCIATION  
CALIFORNIA BIENNIAL INSPECTION OF TERMINALS (B.I.T.)—90 DAYS  
FHWA—DOT ANNUAL INSPECTION

VEHICLE MAKE <i>International / Pierce</i>	MODEL <i>4900</i>	YEAR <i>2000</i>	INSPECTOR'S SIGNATURE AND CERTIFICATION OF ACCURACY <i>[Signature]</i>	
LICENSE PLATE NUMBER/STATE	VEHICLE IDENTIFICATION NUMBER <i>1HTSDADN1YH320047</i>	VEHICLE REGISTERED OWNER <i>Albion Little River Fire</i>		
FLEET UNIT NUMBER <i>8172</i>	MILEAGE/REG MILES <i>100000/075573.0</i>	STREET ADDRESS	P.O. BOX	
MOTOR CARRIER (IF OTHER THAN OWNER)	CITY	STATE	ZIP	

	✓	A	R	COMMENTS
<b>BRAKES AND TIRES</b>				
BRAKE LINING, DRUMS & ADJUSTMENT	*	✓		
AIR HOSES & LINES COND. & PROTECTION	*	✓		
AIR LOSS TEST (APPLIED AND UNAPPLIED)	*	✓		
LOW AIR WARNING (55-75 LBS)	*	✓		
TRACTOR PROTECTION (BREAKAWAY BRAKE TEST)	*			
ALL AIR TANKS SECURE & DRAINED OF CONTAMINANTS	*	X		Air tank loose and oil in them / <del>TURNED</del> AIR TANK
INSPECT GLAD HANDS & RUBBER SEALS	*			
TIRE CONDITION & TREAD DEPTH	*	✓		
RIM CONDITION, I.E. CRACKS, LUGS LOOSE	*	✓		
INFLATION PER MFG. RECOMMENDATIONS	*	✓		
EMERGENCY STOPPING DUAL AIR TEST	*	✓		
PARKING BRAKE	*	✓		
<b>SUSPENSION &amp; CHASSIS</b>				
CHECK STEERING FREE LASH, MOUNTS	*	X		Steering Arm on spindle loose
STEERING ARMS, DRAG LINKS, TIE ROD ENDS	*	X		Spindel Pitman arm bolts loose
FIFTH WHEEL CONDITION, MOUNTS & ADJUSTMENT	*			
TRAILER HITCH/PINTLE HOOK	*			
FRAME & CROSS MEMBERS (CRACKS)	*	✓		
DRIVE SHAFTS, U-JOINTS, COMPENSATOR	*	✓		
TRANSMISSION, DIFFERENTIAL MOUNTS & SEALS	*	X		Trans leaks from P.T.O. and cooler line too
WHEEL SEAL LEAKS & BEARING HUB LEVELS	*	✓		
SPRING, SHACKLES, U-BOLTS, TORQUE ARMS	*	✓		
<b>SAFETY EQUIPMENT</b>				
FIRE EXTINGUISHER & REFLECTORS	*	X		none to be found
HORN, DEFROSTERS, GAUGES & SPEEDOMETER	*	✓		
MIRRORS & SUPPORTS, DRIVER DOOR CONTROLS	*	✓		
WINDSHIELD WIPERS, WINDOW CRACKS	*	✓		
LIGHTS, REFLECTORS, MUD FLAPS	*	X		no Rear mud Flaps
OPERATOR CONTROL IDENTIFICATION	*	✓		
WARNING DEVICES - AIR, OIL & TEMPERATURE	*	✓		
<b>ENGINE</b>				
CHECK CAB JACK SYSTEM	*	✓		
RADIATOR & WATER HOSES - CONDITION & LEAKS	*	X		coolant leak at block oil cooler
BELTS, COMPRESSOR FAN, WATER PUMP ACC. DRIVE	*	✓		
AIR LINES, LEAKS, CONDITION & PROTECTION	*	✓		
FUEL TANKS, LINES, PUMP COND. & PROTECTION	*	✓		
EXHAUST SYSTEMS, LEAKS	*	✓		
ENGINE MOUNTS, OIL & FUEL LEAKS	*	X		eng. oil leak REAR MAIN
CLUTCH ADJUSTMENT & FREE PLAY	*	✓		
THROTTLE & LINKAGE, AIR FILTER	*	✓		
OIL LEVEL, CHANGE OIL & FILTER	*	✓		
WATER & FUEL FILTER CHANGE	*	✓		
CHECK CHARGING SYSTEM	*	✓		
SERVICE BATTERIES (CLEANED & COVERED)	*	✓		

FORT BRAGG DIESEL  
 P.O. BOX 2583  
 FORT BRAGG, CA 95437  
 707-964-7019

# Estimate

Date	Estimate #
6/11/2009	168

Name / Address
ALBION LITTLE-RIVER FIRE DISTRICT P.O. BOX 634 ALBION, CA 95410



PARTS & SERVICE  
 DEALER

VEHICLE #	MILES	HOURS	LICENSE	MAKE	YEAR
8172	75573			INT.	2000

Item	Description	Qty	Cost	Total
LABOR	R&R REAR MAIN SEAL	20	80.00	1,600.00
1841139C92	REAR MAIN SEAL KIT	1	216.34	216.34T
LABOR	R&R OIL COOLER	5	80.00	400.00
PARTS	OIL COOLER ,COOLANT,MISC PARTS	1	800.00	800.00T
LABOR	STEERING ARM LOOSE & BALL JOINTS,CAN NOT ESTIMATE PARTS & LABOR UNTIL WE CAN CHECK OUT BETTER			0.00

THANK YOU FOR YOUR BUSINESS	<b>Subtotal</b>	\$3,016.34
	<b>Sales Tax (8.25%)</b>	\$83.85
	<b>Total</b>	\$3,100.19

Fax #
707-964-9470

Signature \_\_\_\_\_

4009 Distribution Dr. #200  
Garland, Texas 75041  
Tel: (800) 527-1670, ext. 77128  
Fax: (214) 355-4964  
e-mail: Lance.Lillis@BearCom.com  
web site: <http://www.BearCom.com>

Albion-Little River Fire Protection Dist.  
Ted Williams  
2804 K Road  
Acct# 1048818 / 1048818  
Albion, Cal. 95410  
Fax

Quotation per your request. Price is based upon quantity  
below: Each  
5 Minitor 5, vhf pager with 2 channel, stored voice, battery,  
charger,  
problem and 1 year warranty. \$532.00  
1 Software, - unable to sale-  
1 RLN5703 Charger \$38.50

Total.....  
.....\$2,698.50

4009 Distribution Dr. #200  
Garland, Texas 75041  
Tel: (800) 527-1670, ext. 77128  
Fax: (214) 355-4964  
e-mail: Lance.Lillis@BearCom.com  
web site: <http://www.BearCom.com>

Albion-Little River Fire Protection Dist.  
Ted Williams  
2804 K Road  
Acct# 1048818 / 1048818  
Albion, Cal. 95410  
Fax

Quotation per your request. Price is based upon quantity  
below: Each  
25 Minitor 5, vhf pager with 2 channel, stored voice, battery,  
charger,  
problem and 1 year warranty. \$448.00  
1 Software, - unable to sale-  
1 RLN5703 Charger \$38.50

Total.....  
.....\$11,238.50

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

Wednesday, June 24, 2009, 7:30pm at Station 810, 33900 West St, Albion, CA

1. **Call to order and determination of a quorum:** Called to order at 7:36pm with Directors Alan Taeger, Rich Riley, Ed Petrykowski, and Terry Kemp present along with Derek Wilson, Dave Ayster, Nick Pillsbury, Ted Williams and Harvey Chess.
2. **Public communication to the Board:** None
3. **Grants:** Harvey Chess spoke to the board about his experience as a grant writer and offered input about having a concise, core document that represents our specific district and our intentions.
4. **Previous Meeting Minutes:** Motion made by Alan to accept minutes of 4/29/09, 5/27/09, 6/9/09 meetings. Motion approved by unanimous vote of the board.
5. **Fire Chief's report including operational needs:**
  - A) Incident reports- 6-medical, 4-traffic, 4-fire, 1-other.
  - B) Fund raising gifts and service fees-no report
  - C) Fire Department Report- Cal-fire will provide mutual aid except Alpha medical calls. Cal-Fire will provide FD OES Strike Team training.
  - D) Fire department Operational needs- FD will need new wild land gear. FD will need to replace existing pagers because old ones are unable to meet current requirements.
  - E) Vehicles-
    - i) 8182-Repairs not finished yet. Rich spoke to Gary and it should be finished by Friday.
    - ii) 8130-Had inspection, needs repairs.
    - iii) 8132 & 8192-Need inspection.
    - iv) 8162 (Alabama)-Required repairs not yet completed due to 8182 out of service.
    - v) New intern Brad Montgomery is an ASE certified mechanic.
6. **Communications to the Board:**
  - A) Dan Sitts resigned from the board in writing effective 6/24/09.
  - B) Ronnie James sent a letter regarding grant information and information on hiring a grant writer.
  - C) We received a bill from GSRMA for workers Comp- \$5,651.00 and Liability -\$5,034.00 for FY 2009-2010.
  - D) We received a letter from the Coastal Commission that effective 6/24/09 at 5:00pm we have their approval for Station 811 to proceed with construction.
7. **Financial Report:** Alan presented current financial report.
8. **Items for Consideration and Possible Action:**
  - A) Budget-Terry made a motion to approve the proposed FY 2009-2010 budget. Motion approved by unanimous vote of the board.
  - B) Wild Land Gear-no action taken. Items to be purchased in FY 2009-2010 budget.
9. **Committee Reports:**
  - A) Station 811 - Ed will meet with individuals and agencies including a Botanist to flag the ESHA areas (Environmentally Sensitive Habitat Areas), a civil engineer to prepare grading and site plan which will be used to obtain a D.O.T encroachment permit and with a volunteer to file a deed restriction as required by County Planning.
  - B) Vehicles - Rich reported on warranty repair issues with engine 8162 (Alabama).
10. **Board Discussion:** The board must appoint a new Board member within 60 days of his/her resignation. We can appoint a candidate after the position notice has been up for 15 days.
11. **Next Board Meeting:** Changed to July 22, 2009, 7:30pm at Station 810.
12. **Adjournment:** Meeting adjourned at 9:39pm.

Minutes approved by unanimous vote of the board at the July 22, 2009 regular business meeting.