



Albion Little River Fire Protection District

REGULAR MEETING AGENDA

Monday, February 20, 2017, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:**
2. **Motion by Secretary Alan Taeger to adopt agenda:**
3. **Public communication to the board:** Members of the public may address the board on any matter within the jurisdiction of the board; however, no action will be taken on items not on the agenda. Individuals wishing to address the board regarding items on the agenda may do so when the agenda item is presented.
4. **Chief's reports: (see packet)**
5. **Consent calendar:** The following consent items are expected to be routine and non-controversial, and will be acted on by the board in a single action without discussion unless a request is made by a board member or a member of the public to move an item for discussion or separate action.
 - a. **Approval of the December 29, 2016 regular meeting minutes.**
 - b. **Acceptance of February 20, 2017 correspondence report.**
 - c. **Acceptance of the November, 2016 and December, 2016 financial reports.**
6. **Annual Election of Officers deferred pending seating of new board member(s):**
7. **Unfinished Business for discussion and possible action:**
 - a. **Introduction of board member candidate(s).**
8. **Unfinished Business deferred pending seating of new board member(s):**
 - a. **Motion by Director Taeger to amend current district bylaws Section 1100-[Board Meetings], Article 6. [Board Meeting Schedule], item a. to read "Regular meetings to be held on the third Monday of each calendar month at 7:00 pm at Albion School, 30400 Albion Ridge Road, Albion, CA". Motion carried by unanimous vote of the board at the September 14, 2016 regular meeting. Bylaws change requires confirmation by minimum four votes at a following regular meeting.**
 - b. **Second reading of Ordinance 2016-1 proposed by Director Issel (see packet) including revisions.** Proposed ordinance would supersede Bylaws Section 1150 – Document Preparation/Postal Charges.
 - c. **Draft resolution regarding fee waivers:** To accompany ordinance above per item 3.
9. **New Items for discussion and possible action:**
 - a. **Motion by Director Taeger to cast District vote for Comptche CSD in the balloting for Golden State Risk Management Authority Fire Districts Governing Board Position (see packet).**
 - b. **Motion by Director Taeger to approve County of Mendocino Funding Allocation Agreement dated February 15, 2017 (Prop. 172 revenue - see packet) and to appoint Director Taeger as designated District representative per terms of the agreement.**
 - c. **Motion by Director Issel to accept 2016-2017 Budget alignment to meet 8130 Rescue replacement vehicle acquisition financing objectives, and designate individual(s) authorized to execute all necessary acquisition documents. (See packet.)**
10. **Committee Reports:**
 - a. **Public Relations standing committee – Issel, Taeger:**
 - b. **Ad hoc committees:**
 - i. **Dormant committees:**
 1. **Long Term Budget Plan**
 2. **Friends of ALRFPD**
 - ii. **Active committees:**
 1. **Compressed air foam system – Issel**
 2. **Station 811 building modifications & Apparatus replacement – Issel, Taeger, Williams**

3. New Fire Station - Issel, Williams
4. Mendocino Association of Fire Districts – Taeger
5. Station 813 relocation – Issel, Roat
6. Strategic planning – Issel, Taeger
7. Litigation – Issel, Taeger

11. Directors Discussion:

- a. Non agenda items of board concern.

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 at 707-937-4022, email: board@albionfire.com or write to the board at PO Box 634, Albion, CA 95410-0634 as soon as possible before the meeting date.

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

• Incident Log

• 2016013361 12/02/2016 1852

- MEDICAL DELTA; 43300 LITTLE RIVER AIRPORT RD, # 95, LITTLE RIVER
- Sam Levine
- Citlali Calvillo (8130)
- Kevin Spring
- Jaime Placido
- Michael Rees
- Serena Randolph
- Marshall Brown
- On Scene: 1903
- Available: 1923

• 2016013454 12/05/2016 2217

- ELECTRICAL HAZARD/FIRE; ALBION STATION 810/N. OF ALBION STORE, ALBION
- Marshall Brown (8162)
- Leslie Hrbacek (8162)
- Citlali Calvillo
- Sam Levine (8132) canceled
- On Scene: 2243
- Available: 2332

• 2016013549 12/07/2016 0749

- MEDICAL ALPHA; 7052 N. HWY 1, LITTLE RIVER
- Jaime Placido
- John Crowningshield
- Debbi Wolfe
- Steve Wolfe
- Citlali Calvillo (8130)
- Leslie Hrbacek (8130)
- Michael Rees
- On Scene: 0809
- Available: 0826

• 2016013574 12/07/2016 1858

- FIRE, COMMERCIAL ALARM; 27900 NAVARRO RIDGE RD, ALBION
- False alarm, call canceled
- Michael Rees
- On Scene: 1858
- Available: 1913

• 2016013584 12/08/2016 0145

- MEDICAL DELTA; 10931 PALETTE DR. MENDO
- Erroneously dispatched to ALRVFD, corrected to MVFD
- Call canceled: 0146

• 2016013635 12/09/2016 1043

- FIRE, COMM ALARM; ALBION SCHOOL, 30400 ALBION RIDGE RD, ALBION
- False alarm, call canceled

- Michael Rees
- Jaime Placido
- Harolde Searles
- Steve Wolfe
- Debbi Wolfe
- Sam Levine
- Citlali Calvillo
- Craig Hathaway
- Kevin Spring
- Leslie Hrbacek
- On Scene:
- Available: 1047
- **2016013880 12/15/2016 0818**
 - PUBLIC ASSISTANCE; 2721 ALBION RIDGE RD, ALBION
 - Assist MCSO with Locked Gate
 - Ted Williams
 - On Scene: 0921
 - Available: 1049
- **2016013887 12/15/2016 1156**
 - PUBLIC ASSISTANCE; 8850 COLONY DRIVE, REDWOOD VALLEY
 - Paged Out to Wrong Department
- **2016013889 12/15/2016 1157**
 - PA/SEARCH & RESCUE; 27201 ALBION RIDGE RD, ALBION
 - ADDITIONAL PARTICIPANTS: MCSO, MVFD, 2 CITIZENS (MILLER, GITCHEL),
 - Ted Williams (8130)
 - Andrea Pennebaker
 - Michael Rees
 - John Crowningshield
 - Citlali Calvillo
 - Harolde Searles
 - Debbi Wolfe
 - Steve Wolfe
 - Kyle LeMohn
 - Marshall Brown (canceled)
 - Leslie Hrbacek (canceled)
 - Tony Oakley (canceled)
 - Steve Crowningshield (canceled)
 - Michael Issel
 - On Scene: 1157
 - Available: 1245
- **2016014438 12/28/2016 1039**
 - MEDICAL CHARLIE; 3800 ALBION RIDGE D RD,(STUDIO), ALBION
 - Address corrected to 3810
 - Ted Williams (8130)
 - Marshall Brown (8130)

- John Crowningshield
- Steve Crowningshield
- Leslie Hrbacek
- On Scene: 10:52
- Available: 11:48
- **2016014588 12/31/2016 1601**
 - MEDICAL BRAVO; 6034 ALBION LITTLE RIVER RD, JACOB RANCH, LTR
 - Sam Levine
 - Kevin Spring
 - Marshall Brown (8130)
 - Ted Williams Cancelled
 - On Scene: 1625
 - Available: 1651
- **Miscellaneous**
 - A Driver/Operator 1A course covering much of the prerequisites necessary for DMV license endorsement has been announced. It'll be held on two weekends in Ukiah. We'll send as many unlicensed (but otherwise qualified firefighters as possible). This course has only been offered in county every few years. Unfortunately, it conflicts with the fire academy.
 - MUSD superintendent has started discussion regarding possible closure of the Albion school due to dwindling enrollment.
 - CalFire has scheduled a routine site visit to inspect 8170 and 8171.
 - Max Hanna has announced his departure from the district. Limited affordable housing continues to impact the roster.
 - The Hughes (private) Cowboy Party is scheduled for May 6. The fire department will play a similar role as in previous years.
- **Maintenance**
 - **Engine 8132**
 - Failed to start in response to an incident, water in fuel indicator on
 - towed to Mendocino Coast Automotive
 - controller replaced
 - glow plug replaced
 - fuel tested, no water present (bad controller)
 - **Engine 8163**
 - repairs are pending parts on order by Fort Bragg Diesel

Fire Chief's Report, 1 February, 2017, by Ted Williams**• Incident Log**

- 2017000149 1/4/2017 1256
 - FIRE, 27900 NAVARRO RIDGE RD, ALBION
 - Michael Rees, On Scene, FALSE ALARM, CANCELLED CALL
 - On Scene: 1257
 - Available: 1258
- **2017000221 1/5/2017 1714**
 - MEDICAL DELTA; 43300 LITTLE RIVER AIRPORT RD, #104, LTR
 - Note: initially only address given was Riverdale Rd & no number.
 - Sam Levine
 - Kevin Spring
 - Steve Crowningshield (8132)
 - Citlali Calvillo (8130)
 - Marshall Brown
 - Ted Williams Cancelled
 - Jaime Placido Cancelled
 - On Scene: 1733
 - Available:1750
- **2017000230 1/5/2017 2240**
 - HAZARDOUS CONDITION; HWY 128, MP 2.75, BRANCHES IN ROADWAY, ALBION
 - Note: not paged out
 - Ted Williams (8162)
 - Marshall Brown (8162)
 - On Scene: 2307
 - Available 2307
- **2017000335 01/08/2017 0723**
 - ELECT HAZARD; 50000 ANDIRON RD/6058 HWY 1, LITTLE RIVER
 - Note: not paged out
 - Jaime Placido
 - Ted Williams
 - Marshall Brown
 - Andrea Pennebaker
 - On Scene: 0631
 - Available: 0748
- **2017000356 01/08/2017 0917**
 - ELECT HAZARD; 25540 NAVARRO RIDGE ROAD, ALBION
 - Michael Rees
 - Rob Marcello
 - Steve Wolfe
 - Debbi Wolfe
 - Citlali Calvillo (8130)
 - Marshall Brown (8162)
 - Leslie Hrbacek (8162)
 - Andrea Pennebaker (8162)

- On Scene: 0946
- Available: 1408
- Additional trees/lines across Navarro Ridge Road east of initial hazard, no access; cleared by Rees and Marcello. No Incident number assigned, not paged out.
- **2017000364 01/08/2017 1107**
 - ELECT HAZARD; 7400 HWY 1/44998 LITTLE RIVER AIRPORT ROAD, LR
 - Assisted by MVFD
 - Marshall Brown (8162)
 - Andrea Pennebaker (8162)
 - Leslie Hrbacek (8162)
 - Steve Crowningshield (canceled)
 - On Scene:
 - Available: 1349
- **2017000367 01/08/2017 1138**
 - TRAFFIC COLLISION; HWY 1, MP 45.5, LITTLE RIVER
 - Marshall Brown (8162)
 - Andrea Pennebaker (8162)
 - Leslie Hrbacek (8162)
 - Ted Williams
 - Sam Levine
 - Steve Crowningshield (8132)
 - Craig Hathaway (canceled)
 - On Scene: 1150
 - Available: 1238
- **2017000373 01/08/2017 1205**
 - ELECT HAZARD; 43300 LITTLE RIVER AIRPORT ROAD, LITTLE RIVER
 - Kevin Spring (8132)
 - Marshall Brown(8162)
 - Andrea Pennebaker (8162)
 - Leslie Hrbacek (8162)
 - On Scene:
 - Available: 1214
 - Additional trees down along Little River Airport Road east of the Y to Comptche Ukiah Road; cleared by Spring. No Incident number assigned, not paged out.
- **2017000386 01/08/2017 1351**
 - ELECT HAZARD; 29502 ALBION RIDGE RD/30500 MIDDLE RIDGE RD, ALBION
 - Marshall Brown (8162)
 - Andrea Pennebaker (8162)
 - Leslie Hrbacek (8162)
 - On Scene: 1351
 - Available: 1404
- **2017000390 01/08/2017 1658**
- MEDICAL BRAVO; LEDFORD HOUSE/3000 HWY 1(SPRING GROVE RD) ALBION

- Ted Williams
- Marshall Brown (8162)
- Andrea Pennebaker(8162)
- Leslie Hrbacek (8162)
- Sam Levine
- Citlali Calvillo (8130)
- On Scene: 1707
- Available: 1732
- **2017000393 1/8/2017 1732**
 - MEDICAL BRAVO; 43300 LITTLE RIVER AIRPORT RD, #104, LTR
 - Sam Levine, IC, Med Gp
 - John Crowningshield
 - Andrew Crowningshield
 - Steve Crowningshield
 - Kevin Spring
 - Ted Williams
 - Andrea Pennebaker (8162)
 - Leslie Hrbacek(8162)
 - Marshall Brown (8162)
 - Serena Randolph
 - Jaime Placido
 - On Scene: 1746
 - Available: 1751
- **2017000452 01/09/2016 1744**
 - MED/TRAFFIC COLLISION; HWY 1, MP 42.39, Albion
 - Note: initially reported as Navarro Ridge & Hwy 1 intersection, actually at south end of Dark Gulch, LR
 - Marshall Brown (IC)
 - Michael Rees (med group)
 - Citlali Calvillo
 - Leslie Hrbacek
 - Sam Levine
 - Andrea Pennebaker (8162)
 - Steve Wolfe (traffic control)
 - Debbi Wolfe (traffic control)
 - Assistance provided by CalFire 1156
 - On Scene: 1809
 - Available: 1856
- **2017000467 01/10/2017 0626**
 - ELECT HAZARD; LITTLE RIVER AIRPORT RD, MP 4.5, ROAD 22, LR
 - NOT AS REPORTED
 - Marshall Brown
 - Michael Rees
 - Sam Levine
 - Jaime Placido
 - Kevin Spring

- Steve Crowningshield
- On Scene:
- Available:
- **2017000473 01/10/2017 0828**
 - MED/TRAFFIC COLLISION; 6051 HWY 1, LITTLE RIVER
 - Marshall Brown
 - Michael Rees
 - Steve Crowningshield (8132)
 - Jaime Placido
 - Andrea Pennebaker(8162)
 - Serena Randolph (8130)
 - On Scene: 0841
 - Available: 0949
- **2017000480 01/10/2017 1024**
 - MEDICAL CHARLIE; 43300 LITTLE RIVER AIRPORT RD, # 92, LR
 - Sam Levine
 - Marshall Brown
 - Andrea Pennebaker
 - Steve Crowningshield
 - On Scene: 1035
 - Available: 1057
- **2017000527 01/11/2017 0726**
 - HAZARDOUS CONDITION, ELECTRICAL; 3768 BLK ALBION LITTLE RIVER RD, LR
 - Ted Williams (8162)
 - Leslie Hrbacek (8162)
 - Michael Rees
 - On Scene: 0729
 - Available: 0847
- **2017000531 01/11/2017 0855**
 - AGENCY ASSIST; 33500 ALBION RIVER NORTH SIDE RD, ALBION
 - Ted Williams (8162)
 - Leslie Hrbacek (8162)
 - Marshall Brown
 - Michael Rees
 - Rob Marcello
 - On Scene: 0855
 - Available: 0908
- **2017000674 01/14/2017 1938**
 - MEDICAL DELTA; 30660 NAVARRO RIDGE RD, CABIN ALBION
 - Ted Williams
 - Marshall Brown
 - Leslie Hrbacek (8130)
 - Michael Rees
 - On Scene: 1957
 - Available: 12017

- **2017000899 01/19/2017 2208**
 - PUBLIC ASSIST; 5200 N. HWY 1, LITTLE RIVER
 - Ted Williams
 - On Scene: 2208
 - Available: 2217
- **2017000971 01/21/2017 1810**
 - MEDICAL ALPHA; 43300 LITTLE RIVER AIRPORT RD #49, LR
 - Ted Williams (8130)
 - John Crowningshield (8132)
 - Sam Levine
 - On Scene: 1822
 - Available: 1829
- **2017001035 01/23/2017 0920**
 - MEDICAL CHARLIE; WOODS, 43300 LITTLE RIVER AIRPORT RD, #92, LR
 - Sam Levine (IC)
 - Jaime Placido (Med Gp)
 - On Scene: 0929
 - Available: 0950
- **2017001082 01/24/2017 1405**
 - MEDICAL DELTA; 39601 LITTLE RIVER AIRPORT RD, LR
 - Sam Levine(IC, Med Gp)
 - Ted Williams:
 - On Scene: 1437
 - Available: 1458
- **2017001206 01/27/2017 1033**
 - FIRE, COMMERCIAL ALARM; 27900 NAVARRO RIDGE ROAD, ALBION
 - Call canceled; false alarm
 - Michael Rees
 - On Scene: 1034
 - Available: 1223
- **2017001284 01/30/2017 0831**
 - MEDICAL ALPHA; 39601 LITTLE RIVER AIRPORT R, #1, LR
 - Sam Levine
 - Jaime Placido
 - Steve Crowningshield
 - Leslie Hrbaceck
 - On Scene: 0856
 - Available: 0918
- **2017001312 01/30/2017 1826**
 - FIRE, RESIDENTIAL ALARM; 28241 ALBION RIDGE ROAD, ALBION
 - False Alarm, call canceled
 - Michael Rees
 - On Scene:
 - Available: 1829
- **2017001328 01/31/2017 0718**
 - FIRE, RESIDENTIAL ALARM; 28241 ALBION RIDGE RD, ALBION

- False Alarm, call canceled
- Available: 1829
- **Maintenance**
 - **Station 811**
 - waste management service initiated



Albion Little River Fire Protection District

RESCHEDULED REGULAR MEETING MINUTES

Thursday, December 29, 2016, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:** Meeting called to order 7:07 pm by President Issel. Directors Taeger and Roat present. Also present were Chief Williams, two firefighters, three members of the public, and District Counsel Terry Gross.
2. **Motion by Secretary Alan Taeger to adopt agenda:** Director Taeger amended motion to include postponement of item 4 - Closed Session until arrival of District counsel. Motion carried by unanimous vote of the board.
3. **Public communication to the board:** Al Lawrence commented that he is disappointed in the frequency of board member turnover.
4. **Closed Session:** Adjourned to closed session 7:35 pm. Conference with legal counsel, pending litigation – Calvert vs District. Reconvened open session 7:50 pm.
5. **Report from Closed Session:** RE: Action Calvert vs District - case dismissed by court December 8, 2016. Case dismissal accepted by District board of directors.
6. **Chief's report:** See packet.
7. **Consent calendar:** Motion by Director Taeger to approve consent calendar approved by unanimous vote of the board.
 - a. **Approval of the November 21, 2016 regular meeting minutes.**
 - b. **Acceptance of the monthly correspondence report.**
 - c. **Acceptance of the October, 2016 financial reports.**
 - d. **Acceptance of "Accountability Measures Related to Collection of Measure M Parcel Tax"**
 - e. **Acceptance of FY 2015-2016 Special Tax (Measure M) Annual Report.**
8. **Annual Election of Officers deferred pending seating of new board member(s):**
9. **Unfinished Business for discussion and possible action:**
 - a. **Disposal of Engine 8181 – Issel/Williams:** Director Issel reported that following extensive effort to sell 8181 without success the engine was donated to "Bomberos Program de Mexico" represented by Mr. Henry Rodriguez.
 - b. **Introduction of board member candidate(s):** No candidates present.
10. **Unfinished Business deferred pending seating of new board member(s):**
 - a. **Motion by Director Taeger to amend current district bylaws Section 1100-[Board Meetings], Article 6. [Board Meeting Schedule], item a. to read "Regular meetings to be held on the third Monday of each calendar month at 7:00 pm at Albion School, 30400 Albion Ridge Road, Albion, CA".** Motion carried by unanimous vote of the board at the September 14, 2016 regular meeting. Bylaws change requires confirmation by minimum four votes at a following regular meeting.
 - b. **Second reading of Ordinance 2016-1 proposed by Director Issel (see packet) including revisions.** Proposed ordinance would supersede Bylaws Section 1150 – Document Preparation/Postal Charges.
 - c. **Draft resolution regarding fee waivers:** To accompany ordinance above per item 3.
11. **New Items for discussion and possible action:**
 - a. **Motion by Director Taeger to increase FY 2016-2017 budget item 86-2220 – Small tools & Supplies from \$5,000 to \$10,000 which will increase authorized FY 2016-2017 total tax revenue expense budget to \$422,886.78 passed by unanimous vote of the board.**
12. **New Public Relations standing committee – Issel, Taeger:** Director Issel announced the formation of this standing committee to promote and oversee short and long term district development of media (e.g.- website), firefighter and board member recruitment, fund raising and other related subjects.
13. **Ad hoc committee reports:**

- a. **Dormant committees:**
 - i. **Long Term Budget Plan**
 - ii. **Friends of ALRFPD**
- b. **Active committees:**
 - i. **Compressed air foam system – Issel:** Director Issel reported that details of remaining issues with the system have been conveyed to the manufacturer (Darley). We are waiting for a response.
 - ii. **Station 811 building modifications & Apparatus replacement – Issel, Taeger, Williams:** Director Issel reported that he had identified a local contractor to work with, had also contacted a local architect to review plans. Building estimates are in process.
 - iii. **New Fire Station - Issel, Williams:** Director Issel reported that there appears to be strong support among residents of The Woods for many of the proposed ideas for re-purposing The Lodge at the Woods building. We are still waiting for a post-meeting response from NCPHS.
 - iv. **Mendocino Association of Fire Districts – Taeger:** Report posted in packet.
 - v. **Station 813 easement – Roat:** President Issel renamed this committee “**Station 813 relocation**” after conclusions reached at last month’s regular meeting. This committee will assess and process relocation possibilities.
 - vi. **Strategic planning – Issel, Taeger:** Director Issel reported that he will be contacting community stakeholders to schedule the next strategic planning session.
 - vii. **Litigation – Issel, Taeger:** See item 4 above.

14. Directors Discussion:

- a. **Donor recognition – Taeger:** Director Taeger stated that he wished to acknowledge and personally thank the many district donors. The current financial report shows a total of over \$7,000.00 in donations in the month of October alone.
- b. **Non agenda items of board concern:** None.

15. Adjournment: Meeting adjourned 8:23 pm



REGULAR MEETING MONDAY, FEBRUARY 20, 2017 CORRESPONDENCE REPORT

Postings subsequent to regular meeting of December 29, 2016

- December 27, 2016 -Received letter by USPS from county Department of Planning and Building addressed to all special districts notifying districts of building and zoning compliance requirements.
- January 11, 2017 -Received email from county treasurer with attached quarterly investment report. (To be posted on albionfire.com.)
-Received email from county counsel's office with announcement of Brown Act and ethics training scheduled for January 17, 2017 in Ukiah.
- January 15, 2017 -Received letter by USPS from county clerk-recorder with November, 2017 special district election information, including schedule of board member terms of office.
- January 20, 2017 -Received letter dated January 3, 2017 sent USPS to PO Box 101 from Albion Mutual Water Co. with announcement of annual meeting/board election to be held in April, 2017.
- February 3, 2017 -Received letter by USPS from Golden State Risk Management Authority with board election ballot.
-Received letter by USPS from County of Mendocino Auditor-Controller with request for copy of "annual audit report".
- February 13, 2017 -Received letter by USPS from California State Controller with instructions to prepare 2016 Government Compensation in California Report.
- February 14, 2017 -Received telephone call from Chloe Rice of Mendocino Fire with announcement of scheduled ethics and harassment training 10:00 am March 29, 2017 at Mendocino Fire Station, Little Lake Road, Mendocino.
-Received email from Golden State Risk Management Authority with attached poster announcing Ethics and harassment training classes in April and May, 2017 in Williams, CA.



COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES
860 NORTH BUSH STREET · UKIAH · CALIFORNIA · 95482
120 WEST FIR STREET · UKIAH · CALIFORNIA · 95437

STEVE DUNNICLIFF-DIRECTOR
Telephone 707-234-6650
FAX 707-463-5709
pbs@co.mendocino.ca.us
www.co.mendocino.ca.us/planning

December 22, 2016

To: All Local Agency (Special Districts)

From: Michael Lockett, Chief Building Official

Subject: Compliance to County Building and Zoning Ordinances by Local Agencies

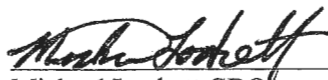
The purpose of this communication is to inform Mendocino County Local Agencies of their requirement to comply with California Government Code Section 53091(a):

Gov't. Code § 53091(a) - Each local agency shall comply with all applicable building ordinances and zoning ordinances of the county or city in which the territory of the local agency is situated.

A Local Agency is defined by the California Government Code as follows:

Gov't. Code § 53090(a) - "Local agency" means an agency of the state for the local performance of governmental or proprietary function within limited boundaries.

Prior to undertaking activities related to building or zoning consult with Mendocino County Department of Planning and Building Services for a determination as to the required regulatory process and permits or receive confirmation there is a statutory exemption for the proposed activity. Failure to obtain proper approvals, permits or exemptions prior to conducting building or zoning activities may result in enforcement action by the Department and sanctions as allowed by law.


Michael Lockett CBO
Chief Building Official

12-22-16

Date

Mendocino County Counsel is
Providing a

Brown Act & Ethics Training

Date: Tuesday, January 17, 2017

Time: 9:30-11:30

9:30-10:30 (Brown Act)

10:30-11:30 (Ethics)

Place: 501 Low Gap Road, Ukiah
Board Chambers

To register, please email:

Julie Chapman, Legal Services Supervisor

chapmanj@co.mendocino.ca.us



SUSAN M. RANOCHAK
ASSESSOR
COUNTY CLERK-RECORDER
REGISTRAR OF VOTERS

COMMISSIONER OF
CIVIL MARRIAGES

COUNTY OF MENDOCINO

COUNTY CLERK-RECORDER
501 LOW GAP ROAD, RM. 1020
UKIAH, CALIFORNIA 95482
E-MAIL: www.co.mendocino.ca.us/acr

ASSESSOR
(707) 234-6800

KATRINA BARTOLOMIE
ASSISTANT REGISTRAR OF VOTERS
ASSISTANT CLERK RECORDER
(707) 234-6827

County Clerk: (707) 234-6822
Recorder: (707) 234-6823
CLERK-RECORDER FAX: (707) 463-4257

January 12, 2017

Albion/Little River Fire Protection District
Attn: Alan Taeger
PO Box 634
Albion, CA 95410

Dear Alan:

In preparation for the November 2017 Special District Election, I have put together a list of helpful hints for secretaries and directors of special districts. I hope this list helps make your job easier by knowing why the information we request is needed. It is in no way prepared to tell you how to do your job. Uniform District Election Law (Election Code 10500 – 10556)

Uniform district election laws dictate that special district elections are held in November of odd numbered years (there are exceptions for districts formed in even numbered years – see *E.C. 10505*).

E.C. 10509 – about 6 months before your election, our office sends out a mailing with important information regarding the upcoming election. The district is required to complete and return the "Notice of Elective Offices to be Filled" form, a current map of the district (*E.C. 10522*), a copy of the district's regulations on payment of candidate's statement of qualifications and a list of current officers whose terms expire, whether they were appointed or elected and whether their term to be filled is short (2 years) or long (4 years). **A short term occurs when a person is appointed to fill a vacancy and a general district election occurs between the time of the appointment and the normal expiration date of the term.**

The above information is very important to the administration of your election. Our office will publish the required legal notice advising the public about the election and the deadlines for candidate filing. Please encourage incumbents and interested voters to file a candidacy form. These positions are elected public offices. The district is limited in the appointment process by the codes that govern your particular district, (re: water codes, etc.). Candidate filing forms are available at this office (*E.C. 10510*). Although this code section allows the elections official to authorize the district secretary to issue forms, our policy is to keep that duty here in this office to insure the candidate completes the forms correctly and the candidate qualifies for placement on the ballot. Filing deadlines are final and if a mistake is made on the form, we may be unable to accept it. We do, however, allow candidates to file by mail if they cannot get to the office. Then the responsibility of filling out the form completely is on the candidate. We would still require all original paperwork be submitted to this office before the deadline (*E.C. 10513*).

Per *E.C. 10515*, after the candidate-filing deadline, this office will have a candidate list available for all districts at their request. If more candidates file than there are open positions, there will be an election in the district. If the same or fewer candidates file for open positions, the County Board of Supervisors will appoint in lieu of election, all candidates who file. This office sends a notice to the Board of Supervisors with the number of open positions and a list of candidates eligible to be appointed. These appointments are made for the appropriate terms. If no one files for the open positions, the district has an opportunity to contact their representative on the Board of Supervisors and suggest any interested persons for appointment to the district (all directors of special district boards must be registered voters – any other qualifications depend on the laws or requirements governing the particular district, such as residency requirements). If vacancies remain in the district after the election, there are no provisions in the code for districts to

make their own appointments unless the vacancy is caused by the resignation or otherwise disqualification of a current member.

This office will send out bills to the districts that don't go to election. We charge a flat fee of \$300, set by the Board of Supervisors, for work done prior to and during the candidacy filing period. Districts that go to an election will be billed the actual cost of conducting the election (E.C. 10520). An estimate for the cost of an election is very difficult. It depends on the number of districts who are on the ballot, if they will be sharing costs and the type of election with which they are consolidating. For instance, if districts consolidate their election with a Primary election (Presidential and Gubernatorial) it will be much more expensive because of the addition of party ballots. Even when estimates are made, they are not always 100% accurate because of the many different situations that can come up during the administration of each election.

Once the election is held, districts are sent a certified statement of all votes cast and a declaration of candidates elected (E.C. 10550). Candidates are sent a Certificate of Election & Oath of Office form (E.C. 10553). This form is to be signed and the oath taken before someone qualified to administer oaths (a notary public or Deputy Clerk at the County Clerk's office). These completed forms should be sent to our office BEFORE commencing the duties of the position so we can verify that directors have taken their oath.

When a director resigns or is otherwise disqualified, the district can appoint (see Government Code Section 1780 for guidelines) someone to fill the vacancy until the next general district election. That means if a director is elected to a 4 years term but resigns within the first year of the term, the district can appoint someone else to fill the vacancy only until the next election. That office would then be up for election for a short term.

Please keep this office up to date with the mailing address, phone number, fax number and/or e-mail address of the district and the secretary's name and contact information. There are many times that we need to contact the district and sometimes it is difficult to contact the smaller districts who don't have offices open every day. Your current contact information is: **Alan Taeger or Scott Roat, PO Box 634 Albion, CA 95410**

That's about it. As explained above, this information is offered to help you and is not in any way meant to tell you how to do your job.

As of this date, we show the directors and terms of office for the Albion/Little River Fire Protection District are:

Scott Roat	11/17
Vacant	11/17
Vacant	11/19
Michael Issel	11/19
Alan Taeger	11/19

Please let us know if the above (including the district contact) is correct according to your records.

If you have any questions about the election process or comments about this letter, please feel free to call me at the above number.

Sincerely,

SUSAN M. RANOGHAK
Assessor-County Clerk-Recorder



Katrina Bartolomie
Assistant Registrar of Voters

Albion Mutual Water Company, Inc.

Box 485
Albion, CA 95410

January 3, 2017

Dear Owner:

In April, AMWC will be hosting its Annual Membership Meeting to review the past year's activities and to elect your Board of Directors for fiscal year 2017-2018. We strongly encourage our members' involvement on the Board of Directors and welcome your participation.

If you are interested in having your name listed as a candidate for a position on the Board of Directors, please send a note to the address noted above or contact any of the current AMWC board members by March 15, 2017. In addition, please let us know if you would like to nominate an owner to serve on the Board of Directors.

For those who will not be able to attend the annual membership meeting, AMWC will be sending out a proxy ballot form so that you may cast your vote by mail for board members as well as for other matters, if any, that need approval by the membership. We anticipate the proxy ballot form will be included with the mailing of April's quarterly invoices.

Sincerely,

Joanna Britton, President
(707) 937-2943

Art Piscitelli, Vice President
(707) 937-0431

John Johansen, Secretary
(707) 937-3487

Philip Brown, Treasurer
(707) 670-0040

Mark Gauché, Director at Large
(707) 937-3358

/lat

020
GOLDEN STATE
RISK MANAGEMENT AUTHORITY

Innovative programs. personalized service

February 1, 2017

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

Dear GSRMA Fire District Member:

At the January 11, 2017 meeting, the GSRMA Board of Directors approved the candidate district list for the 2017 GSRMA Board election. The election is to be conducted from February 1 through April 21, 2017. Each district will get one vote each. The vote will either be by board action or by the district representative (usually the district manager or primary contact) as authorized by the district board. Members may vote either electronically or via USPS or fax.

The following is a list of candidate fire districts for the open positions:

Fire District Position:

Coffee Creek Volunteer Fire District
Comptche Community Services District
Downieville Fire Protection District
Foothill Fire Protection District
Williams Fire Protection Authority

During the election period, nominated districts may contact districts in their peer group to promote their desire to appoint a representative to the GSRMA board.

Once complete, please return the ballot to our office via one of the following:

Email: elections@gsrma.org.

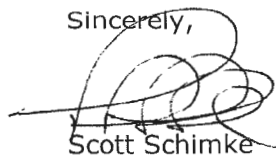
US Postal Service: GSRMA, PO Box 706, Willows, CA 95988

Fax: (530) 934-8133.

Note that ballots need to be received by our office by end of business on April 21, 2017.

Results will be certified by the Board at their May 10, 2017 meeting. Please contact our office if you have any questions.

Sincerely,



Scott Schimke
GSRMA Risk Manager

CC: GSRMA Board of Directors

Golden State Risk Management Authority
Ballot
Governing Board Position for July 1, 2017 – June 30, 2019
Fire Districts

Our district casts the following vote for the district that will provide an individual to serve as the fire representative on the GSRMA Governing Board for the period July 1, 2017 through June 30, 2019:

(Check one only)

<input type="checkbox"/>	Downieville FPD
<input type="checkbox"/>	Williams Fire Protection Authority
<input type="checkbox"/>	Coffee Creek VFD
<input type="checkbox"/>	Comptche CSD
<input type="checkbox"/>	Foothill FPD

(Ballot is not valid unless the following is completed:)

Our District Name: _____

Contact information of person completing this ballot:

Name: _____

Contact email: _____

Contact phone number: _____

Date submitted: _____

LLOYD B. WEER
AUDITOR-CONTROLLER



LUCY SIMONSON
ASSISTANT
AUDITOR-CONTROLLER

COUNTY OF MENDOCINO
AUDITOR-CONTROLLER
501 LOW GAP RD., RM. 1080
UKIAH, CALIFORNIA 95482
PH: (707) 234-6860
FAX: (707) 467-2503
E-mail: auditor@co.mendocino.ca.us

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

February 1, 2017

RE: Copy of required Annual Audit Report

Dear Michael Issel,

The State of California Government Code (GC) Section 26909 requires that every Special District within Mendocino County provide a copy of their annual audit report to the County of Mendocino Auditor's Office within 12 months of the end of the fiscal year. This audit report must be performed by a certified public accountant or public accountant and shall conform to generally accepted auditing standards.

Our records indicate that we have not yet received a copy of your Special District Audit dated June 30, 2015 for fiscal year 2014/15. Please respond within 30 days of receipt of this letter by either, sending us a copy of your annual audit report, or a written letter indicating when we will be receiving the required documentation.

Thank you for your attention to this matter and feel free to contact Tim Hallman at (707) 234-6874 if you have any questions.

Respectfully,

A handwritten signature in black ink, appearing to read "Lloyd Weer", is written over a faint, larger version of the same signature.

Lloyd Weer, Auditor-Controller

County of Mendocino



BETTY T. YEE
California State Controller

February 10, 2017

District Fiscal Officer
Albion-Little River Fire Protection
P.O. Box 634
Albion, CA 95410-0634

SUBJECT: 2016 Government Compensation in California Report

Dear District Fiscal Officer:

This letter is to provide information to prepare the 2016 Government Compensation in California (GCC) report. **If you are not responsible for completing the GCC report, please route this letter to the appropriate department (e.g., Payroll or Human Resources).**

Government Code section 53891 requires completed reports to be submitted to the State Controller's Office (SCO) for the previous calendar year no later than April 30th. Please submit your 2016 GCC report by **April 30, 2017**.

The 2016 GCC reporting templates and instructions are available on the SCO website at: http://www.sco.ca.gov/ard_locinstr_gcc_reporting.html. To submit your report using file transfer protocol, use the file folder address: <ftp://sd65pfey:Sa5938bTkh@ftp.sco.ca.gov>.

Information regarding the Special Districts Financial Transactions Report will be sent in a separate mailing.

For questions concerning the 2016 GCC reporting requirements, please contact the Government Compensation Section at GCCsupport@sco.ca.gov or (916) 445-5153. Additional information is available on the SCO's GCC website at www.publicpay.ca.gov.

Sincerely,

A handwritten signature in cursive script that reads "Karen Garcia".

KAREN GARCIA, Manager
Government Compensation Section

11:22 AM
01/13/17
Accrual Basis

024
Albion Little River Fire Protection District
Balance Sheet
As of November 30, 2016

	<u>Nov 30, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
Building Fund - Checking	10,645.71
County Held Funds	229,394.77
District Checking	39,085.19
Fire Department - Donations	148,958.90
Total Checking/Savings	<u>428,084.57</u>
Total Current Assets	428,084.57
Fixed Assets	
Accumulated Depreciation	-611,890.00
Building & Improvements	322,400.00
Construction-in-Progress	81,152.00
Firefighting Equipment	503,254.00
Land	125,683.00
Total Fixed Assets	<u>420,599.00</u>
TOTAL ASSETS	<u>848,683.57</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Bank of the West Credit Card	1,696.24
Total Credit Cards	<u>1,696.24</u>
Total Current Liabilities	<u>1,696.24</u>
Total Liabilities	1,696.24
Equity	
Opening Balance Equity	588,887.94
Retained Earnings	364,340.20
Net Income	-106,240.81
Total Equity	<u>846,987.33</u>
TOTAL LIABILITIES & EQUITY	<u>848,683.57</u>

11:20 AM

01/13/17

Accrual Basis

025
Albion Little River Fire Protection District
Budget vs. Actual
July through November 2016

	Jul - Nov 16	Budget	\$ Over Budget	% of Budget
Income				
82-1110 CURRENT SECURED TAX	0.00	77,691.00	-77,691.00	0.0%
82-1120-CURRENT UNSECURED TAX	0.00	2,555.00	-2,555.00	0.0%
82-1130-SB813 SUPPLEMENTAL TAX	425.85	397.00	28.85	107.3%
82-1210-PRIOR SECURED TAX	-1.12			
82-1220-PRIOR UNSECURED TAX	0.00	74.00	-74.00	0.0%
82-1300-SPECIAL TAX	-80.00	191,685.78	-191,765.78	-0.0%
82-1600-TIMBER TAX	0.00	265.00	-265.00	0.0%
82-4100-INTEREST INCOME	407.13	0.00	407.13	100.0%
82-5481-HOMEOWNER PROPERTY TAX	0.00	731.00	-731.00	0.0%
82-7700-OTHER	8,384.07	0.00	8,384.07	100.0%
82-7705 Donations	0.00	0.00	0.00	0.0%
BBQ INCOME	0.00	0.00	0.00	0.0%
Total Income	9,135.93	273,398.78	-264,262.85	3.3%
Gross Profit	9,135.93	273,398.78	-264,262.85	3.3%
Expense				
86-1014-MISC EMPLOYEE BENEFITS	715.00	2,000.00	-1,285.00	35.8%
86-1035-WORKERS COMPENSATION IN	9,381.00	9,340.00	41.00	100.4%
86-2050-CLOTHING & PERSONAL ITE	3,277.31	15,000.00	-11,722.69	21.8%
86-2060-COMMUNICATIONS	1,710.36	2,500.00	-789.64	68.4%
86-2080-FOOD	117.48	1,000.00	-882.52	11.7%
86-2101-INSURANCE GENERAL	8,950.00	9,268.00	-318.00	96.6%
86-2120-MAINTENANCE EQUIPMENT	4,346.82	35,000.00	-30,653.18	12.4%
86-2130-MAINTENANCE STRUCTURES	349.00	3,500.00	-3,151.00	10.0%
86-2140-MEDICAL, LAB SUPPLIES	1,546.50	5,000.00	-3,453.50	30.9%
86-2150-MEMBERSHIPS	872.00	1,300.00	-428.00	67.1%
86-2170-DISTRICT OFFICE SUPPLIE	1,372.50	2,500.00	-1,127.50	54.9%
86-2181-AUDITING & FISCAL SERVI	5,226.25	15,000.00	-9,773.75	34.8%
86-2185-MED AND DENTAL	0.00	1,500.00	-1,500.00	0.0%
86-2187-EDUCATION & TRAINING	600.00	7,500.00	-6,900.00	8.0%
86-2189-PROFESIONAL & SPECIAL S	13,427.59	25,000.00	-11,572.41	53.7%
86-2210-RENT LEASES	0.00	54.00	-54.00	0.0%
86-2220-SMALL TOOLS & SUPPLIES	6,025.36	5,000.00	1,025.36	120.5%
86-2231-ELECTION SUPERVISION &	0.00	500.00	-500.00	0.0%
86-2250-TRANSPORTATION & TRAVEL	2,437.58	15,000.00	-12,562.42	16.3%
86-2260-UTILITIES	2,782.89	5,000.00	-2,217.11	55.7%
86-3113-PAYMNTS TO GOVT AGENCIE	782.40	1,600.00	-817.60	48.9%
86-3310 Interest	7,079.93	21,068.47	-13,988.54	33.6%
86-3311 Principal	5,420.07	16,431.53	-11,011.46	33.0%
86-4360-BUILDINGS & IMPROVEMENT	0.00	140,000.00	-140,000.00	0.0%
86-4370-EQUIPMENT (PURCHASE)	60,946.72	77,824.78	-16,878.06	78.3%
BBQ	0.00	0.00	0.00	0.0%
Suspense	1,083.11	0.00	1,083.11	100.0%
Total Expense	138,449.87	417,886.78	-279,436.91	33.1%
Net Income	-129,313.94	-144,488.00	15,174.06	89.5%

11:21 AM
01/13/17
Accrual Basis

026
Albion Little River Fire Protection District
Profit & Loss
November 2016

	<u>Nov 16</u>
Income	
82-4100-INTEREST INCOME	0.44
Total Income	<u>0.44</u>
Gross Profit	0.44
Expense	<u>0.00</u>
Net Income	<u><u>0.44</u></u>

11:17 AM

01/13/17

Accrual Basis

027
Albion Little River Fire Protection District
Revenue & Expenses Detail
November 2016

Type	Date	Num	Name	Memo	Class	Amount
Income						
82-1300-SPECIAL TAX						
Check	11/21/2016	4349	Ginny Mills	Tax refund	District	-80.00
Total 82-1300-SPECIAL TAX						-80.00
Total Income						-80.00
Gross Profit						-80.00
Expense						
86-2060-COMMUNICATIONS						
INTERNET SERVICE						
Comcast						
Check	11/15/2016		Comcast	8155300570124362/815530057003...	District	80.71
Total Comcast						80.71
Total INTERNET SERVICE						80.71
TELEPHONE						
ATT						
Check	11/28/2016		AT&T	96075541735558/0301538359001/0...	District	270.78
Total ATT						270.78
ECG						
Check	11/10/2016		ECG Enhanced Comm...	2319611	District	15.48
Total ECG						15.48
Total TELEPHONE						286.26
Total 86-2060-COMMUNICATIONS						366.97
86-2120-MAINTENANCE EQUIPMENT						
Vehicle Maintenance						
8162						
Check	11/08/2016	10017	Independent Tire	177783 - tires	District	1,608.81
Total 8162						1,608.81
Total Vehicle Maintenance						1,608.81
Total 86-2120-MAINTENANCE EQUIPMENT						1,608.81
86-2140-MEDICAL, LAB SUPPLIES						
Gasses						
Eureka Oxygen						
Check	11/09/2016	10012	Eureka Oxygen Co	DM00684529	District	116.60
Total Eureka Oxygen						116.60
Total Gasses						116.60
Total 86-2140-MEDICAL, LAB SUPPLIES						116.60
86-2150-MEMBERSHIPS						
CSDA						
Credit...	11/09/2016		California Special Distri...	2017 Membership	District	872.00
Total CSDA						872.00
Total 86-2150-MEMBERSHIPS						872.00
86-2170-DISTRICT OFFICE SUPPLIE						
Software						
Credit...	11/03/2016		THE POSWAREHOUSE		District	159.95
Credit...	11/08/2016		Kaspersky Total Security		District	28.99
Total Software						188.94

11:17 AM

01/13/17

Accrual Basis

028
Albion Little River Fire Protection District
Revenue & Expenses Detail
November 2016

Type	Date	Num	Name	Memo	Class	Amount
86-2170-DISTRICT OFFICE SUPPLIE - Other						
Check	11/08/2016	10016	MICHAEL ISSEL	New Computer	District	437.99
Check	11/08/2016		Savings Bank Of Mend...	safe deposit box rental	District	60.00
Check	11/15/2016	4347	Beckman Printing & Co...	COPIES	District	55.67
Total 86-2170-DISTRICT OFFICE SUPPLIE - Other						553.66
Total 86-2170-DISTRICT OFFICE SUPPLIE						742.60
86-2181-AUDITING & FISCAL SERVI						
Bookkeeping Services						
Check	11/21/2016	4348	Sara Spring	324	District	271.25
Check	11/21/2016	4348	Sara Spring	REFUND SERVICE CHARGE	District	-21.26
Total Bookkeeping Services						249.99
86-2181-AUDITING & FISCAL SERVI - Other						
Credit...	11/09/2016		Bank of The West	REFUND FIN CHARGE	District	-56.85
Total 86-2181-AUDITING & FISCAL SERVI - Other						-56.85
Total 86-2181-AUDITING & FISCAL SERVI						193.14
86-2187-EDUCATION & TRAINING						
Check	11/08/2016	10015	Nathaniel Norling	March 16, June 15, August 8, Octob...	District	600.00
Total 86-2187-EDUCATION & TRAINING						600.00
86-2189-PROFESIONAL & SPECIAL S						
Check	11/08/2016	10018	Terry N. Gross	October #10030	District	5,569.48
Total 86-2189-PROFESIONAL & SPECIAL S						5,569.48
86-2220-SMALL TOOLS & SUPPLIES						
Credit...	11/14/2016		AMAZON MKTPLACE ...		District	238.41
Total 86-2220-SMALL TOOLS & SUPPLIES						238.41
86-2260-UTILITIES						
PG&E						
Check	11/09/2016		PG&E	0210095100-9	District	189.35
Total PG&E						189.35
Thompson Septic Service						
Check	11/09/2016	10013	Thompson's PortaSepti...	3036, 812 AND 811	District	196.10
Total Thompson Septic Service						196.10
Total 86-2260-UTILITIES						385.45
Suspense						
Credit...	11/07/2016		BLINQ EBAY	charges reversed	District	27.69
Credit...	11/08/2016		BLINQ EBAY	charges reversed	District	28.29
Credit...	11/08/2016		BLINQ EBAY	charges reversed	District	-28.29
Credit...	11/08/2016		BLINQ EBAY	charges reversed	District	-27.69
Credit...	11/14/2016		AMAZON MKTPLACE ...		District	23.96
Credit...	11/15/2016		AMAZON MKTPLACE ...		District	157.99
Total Suspense						181.95
Total Expense						10,875.41
Net Income						-10,955.41

11:19 AM

01/13/17

Accrual Basis

029
Albion Little River Fire Protection District
Donation Revenue & Expense
November 2016

Type	Date	Num	Name	Memo	Class	Amount
Income						
82-4100-INTEREST INCOME						
Deposit	11/30/2016			Interest	FD Donations	6.06
Total 82-4100-INTEREST INCOME						6.06
82-7705 Donations						
Business						
Deposit	11/19/2016	882...	LITTLE RIVER INN	Deposit	FD Donations	500.00
Total Business						500.00
Individual						
Deposit	11/14/2016	157...	Waste Management	Recyce \$	FD Donations	30.04
Deposit	11/19/2016			\$ from Bishoff Sale	FD Donations	500.00
Total Individual						530.04
82-7705 Donations - Other						
Deposit	11/23/2016		Waste Management	Recycle \$	FD Donations	33.97
Deposit	11/23/2016			Deposit	FD Donations	1,000.00
Total 82-7705 Donations - Other						1,033.97
Total 82-7705 Donations						2,064.01
Total Income						2,070.07
Gross Profit						2,070.07
Expense						_____
Net Income						<u>2,070.07</u>

10:17 PM

02/15/17

Accrual Basis

030
Albion Little River Fire Protection District
Balance Sheet
As of December 31, 2016

	<u>Dec 31, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
Building Fund - Checking	10,646.16
County Held Funds	371,608.75
District Checking	32,036.81
Fire Department - Donations	158,404.06
Total Checking/Savings	<u>572,695.78</u>
Total Current Assets	572,695.78
Fixed Assets	
Accumulated Depreciation	-611,890.00
Building & Improvements	322,400.00
Construction-in-Progress	81,152.00
Firefighting Equipment	503,254.00
Land	125,683.00
Total Fixed Assets	<u>420,599.00</u>
TOTAL ASSETS	<u>993,294.78</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Bank of the West Credit Card	203.63
Total Credit Cards	<u>203.63</u>
Total Current Liabilities	<u>203.63</u>
Total Liabilities	203.63
Equity	
Opening Balance Equity	588,887.94
Retained Earnings	357,110.98
Net Income	47,092.23
Total Equity	<u>993,091.15</u>
TOTAL LIABILITIES & EQUITY	<u>993,294.78</u>

10:23 PM

02/15/17

Accrual Basis

031
Albion Little River Fire Protection District
Profit & Loss Building Fund YTD Comparison
December 2016

	<u>Dec 16</u>	<u>Jul - Dec 16</u>
Income		
82-4100-INTEREST INCOME	0.45	2.68
Total Income	<u>0.45</u>	<u>2.68</u>
Gross Profit	0.45	2.68
Expense	<u>0.00</u>	<u>0.00</u>
Net Income	<u><u>0.45</u></u>	<u><u>2.68</u></u>

032 Albion Little River Fire Protection District Budget vs. Actual July through December 2016

	Jul - Dec 16	Budget	\$ Over Budget	% of Budget
Income				
82-1110 CURRENT SECURED TAX	44,067.99	77,691.00	-33,623.01	56.7%
82-1120-CURRENT UNSECURED TAX	2,459.17	2,555.00	-95.83	96.2%
82-1130-SB813 SUPPLEMENTAL TAX	412.72	397.00	15.72	104.0%
82-1210-PRIOR SECURED TAX	-1.12			
82-1220-PRIOR UNSECURED TAX	50.04	74.00	-23.96	67.6%
82-1300-SPECIAL TAX	104,645.93	191,685.78	-87,039.85	54.6%
82-1600-TIMBER TAX	247.72	265.00	-17.28	93.5%
82-4100-INTEREST INCOME	407.13	0.00	407.13	100.0%
82-5481-HOMEOWNER PROPERTY TAX	0.00	731.00	-731.00	0.0%
82-7700-OTHER	8,384.07	0.00	8,384.07	100.0%
82-7705 Donations	0.00	0.00	0.00	0.0%
BBQ INCOME	0.00	0.00	0.00	0.0%
Total Income	160,673.65	273,398.78	-112,725.13	58.8%
Gross Profit	160,673.65	273,398.78	-112,725.13	58.8%
Expense				
86-1014-MISC EMPLOYEE BENEFITS	715.00	2,000.00	-1,285.00	35.8%
86-1035-WORKERS COMPENSATION IN	9,381.00	9,340.00	41.00	100.4%
86-2050-CLOTHING & PERSONAL ITE	3,277.31	15,000.00	-11,722.69	21.8%
86-2060-COMMUNICATIONS	1,806.55	2,500.00	-693.45	72.3%
86-2080-FOOD	292.73	1,000.00	-707.27	29.3%
86-2101-INSURANCE GENERAL	8,950.00	9,268.00	-318.00	96.6%
86-2120-MAINTENANCE EQUIPMENT	5,996.24	35,000.00	-29,003.76	17.1%
86-2130-MAINTENANCE STRUCTURES	349.00	3,500.00	-3,151.00	10.0%
86-2140-MEDICAL, LAB SUPPLIES	1,772.96	5,000.00	-3,227.04	35.5%
86-2150-MEMBERSHIPS	872.00	1,300.00	-428.00	67.1%
86-2170-DISTRICT OFFICE SUPPLIE	1,700.51	2,500.00	-799.49	68.0%
86-2181-AUDITING & FISCAL SERVI	5,751.25	15,000.00	-9,248.75	38.3%
86-2185-MED AND DENTAL	0.00	1,500.00	-1,500.00	0.0%
86-2187-EDUCATION & TRAINING	717.00	7,500.00	-6,783.00	9.6%
86-2189-PROFESIONAL & SPECIAL S	17,722.41	25,000.00	-7,277.59	70.9%
86-2210-RENT LEASES	0.00	54.00	-54.00	0.0%
86-2220-SMALL TOOLS & SUPPLIES	6,063.53	5,000.00	1,063.53	121.3%
86-2231-ELECTION SUPERVISION &	0.00	500.00	-500.00	0.0%
86-2250-TRANSPORTATION & TRAVEL	2,437.58	15,000.00	-12,562.42	16.3%
86-2260-UTILITIES	3,144.17	5,000.00	-1,855.83	62.9%
86-3113-PAYMNTS TO GOVT AGENCIE	782.40	1,600.00	-817.60	48.9%
86-3310 Interest	7,079.93	21,068.47	-13,988.54	33.6%
86-3311 Principal	5,420.07	16,431.53	-11,011.46	33.0%
86-4360-BUILDINGS & IMPROVEMENT	0.00	140,000.00	-140,000.00	0.0%
86-4370-EQUIPMENT (PURCHASE)	60,946.72	77,824.78	-16,878.06	78.3%
BBQ	0.00	0.00	0.00	0.0%

10:29 PM

02/15/17

Accrual Basis

033
Albion Little River Fire Protection District
Budget vs. Actual
July through December 2016

	<u>Jul - Dec 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Suspense	921.80	0.00	921.80	100.0%
Total Expense	146,100.16	417,886.78	-271,786.62	35.0%
Net Income	<u>14,573.49</u>	<u>-144,488.00</u>	<u>159,061.49</u>	<u>-10.1%</u>

10:31 PM

02/15/17

Accrual Basis

034
Albion Little River Fire Protection District
Revenue & Expenses Detail
December 2016

Type	Date	Num	Name	Memo	Class	Amount
Income						
82-1110 CURRENT SECURED TAX						
Gene...	12/09/2016	62		REF UNITAR	District	1,538.42
Gene...	12/09/2016	62		REF SEC	District	42,529.57
Total 82-1110 CURRENT SECURED TAX						44,067.99
82-1120-CURRENT UNSECURED TAX						
Gene...	12/07/2016	63		REF UNSEC	District	2,467.73
Total 82-1120-CURRENT UNSECURED TAX						2,467.73
82-1220-PRIOR UNSECURED TAX						
Gene...	12/09/2016	66		REF PR UNS	District	50.04
Total 82-1220-PRIOR UNSECURED TAX						50.04
82-1300-SPECIAL TAX						
Gene...	12/09/2016	67		REF ASSMTS	District	104,725.93
Total 82-1300-SPECIAL TAX						104,725.93
82-1600-TIMBER TAX						
Gene...	12/12/2016	68		REF TIMBER	District	247.72
Total 82-1600-TIMBER TAX						247.72
Total Income						151,559.41
Gross Profit						151,559.41
Expense						
86-2060-COMMUNICATIONS						
INTERNET SERVICE						
Comcast						
Check	12/07/2016		Comcast	8155300570124362/815530057003...	District	80.71
Total Comcast						80.71
Total INTERNET SERVICE						80.71
TELEPHONE						
ECG						
Check	12/12/2016		ECG Enhanced Comm...	2319611	District	15.48
Total ECG						15.48
Total TELEPHONE						15.48
Total 86-2060-COMMUNICATIONS						96.19
86-2080-FOOD						
Check	12/15/2016	4052	Frankie's		District	175.25
Total 86-2080-FOOD						175.25

10:31 PM

02/15/17

Accrual Basis

035
Albion Little River Fire Protection District
Revenue & Expenses Detail
December 2016

Type	Date	Num	Name	Memo	Class	Amount
86-2120-MAINTENANCE EQUIPMENT						
Rescue Equipment						
Credit...	12/01/2016		HARE CREEK NURSE...		District	69.15
Total Rescue Equipment						69.15
Vehicle Maintenance						
8162						
Check	12/10/2016	10021	Fort Bragg Diesel	23661	District	658.03
Total 8162						658.03
8192						
Check	12/10/2016	10021	Fort Bragg Diesel	23860	District	581.09
Check	12/10/2016	10021	Fort Bragg Diesel	23861	District	341.15
Total 8192						922.24
Total Vehicle Maintenance						1,580.27
Total 86-2120-MAINTENANCE EQUIPMENT						1,649.42
86-2140-MEDICAL, LAB SUPPLIES						
Gasses						
Eureka Oxygen						
Check	12/10/2016	10019	Eureka Oxygen Co		District	113.00
Total Eureka Oxygen						113.00
Total Gasses						113.00
Total 86-2140-MEDICAL, LAB SUPPLIES						113.00
86-2170-DISTRICT OFFICE SUPPLIE						
Paper, Ink, Materials						
Check	12/10/2016	10014	Office Depot	880516073001	District	70.98
Total Paper, Ink, Materials						70.98
Postage						
Credit...	12/19/2016		USPS		District	47.00
Total Postage						47.00
86-2170-DISTRICT OFFICE SUPPLIE - Other						
Credit...	12/07/2016		AMAZON MKTPLACE ...		District	87.48
Check	12/10/2016	10014	Office Depot	880516363001	District	112.87
Total 86-2170-DISTRICT OFFICE SUPPLIE - Other						200.35
Total 86-2170-DISTRICT OFFICE SUPPLIE						318.33

10:31 PM

02/15/17

Accrual Basis

036
Albion Little River Fire Protection District
Revenue & Expenses Detail
December 2016

Type	Date	Num	Name	Memo	Class	Amount
86-2181-AUDITING & FISCAL SERVI						
Bookkeeping Services						
Check	12/15/2016	4051	Sara Spring	335	District	525.00
Total Bookkeeping Services						525.00
Total 86-2181-AUDITING & FISCAL SERVI						525.00
86-2187-EDUCATION & TRAINING						
EMT						
Check	12/10/2016	10022	Sam Levine		District	117.00
Total EMT						117.00
Total 86-2187-EDUCATION & TRAINING						117.00
86-2189-PROFESIONAL & SPECIAL S						
Gene...	12/09/2016	69		FEES	District	2,094.52
Check	12/10/2016	10020	Terry N. Gross	November Services	District	2,200.30
Total 86-2189-PROFESIONAL & SPECIAL S						4,294.82
86-2260-UTILITIES						
PG&E						
Check	12/07/2016		PG&E	0210095100-9	District	165.18
Total PG&E						165.18
Thompson Septic Service						
Check	12/10/2016	10023	Thompson's PortaSepti...	3170, 812 AND 811	District	196.10
Total Thompson Septic Service						196.10
Total 86-2260-UTILITIES						361.28
Total Expense						7,650.29
Net Income						143,909.12

10:27 PM

02/15/17

Accrual Basis

037
Albion Little River Fire Protection District
Donation Revenue & Expense
December 2016

Type	Date	Num	Name	Memo	Class	Amount
Income						
82-4100-INTEREST INCOME						
Deposit	12/30/2016			Interest	FD Donations	6.40
Total 82-4100-INTEREST INCOME						6.40
82-7705 Donations						
Business						
Deposit	12/15/2016	7492		Thomas and Nancy Patten	FD Donations	150.00
Total Business						150.00
Individual						
Deposit	12/27/2016			Anonymous	FD Donations	5,000.00
Deposit	12/27/2016			Paul and Elaine West (honor Steve ...	FD Donations	100.00
Deposit	12/27/2016	1036		Sharon A Lau	FD Donations	150.00
Deposit	12/27/2016	270		White/Burstein	FD Donations	150.00
Deposit	12/27/2016	502		Steven and Deborah Farmar	FD Donations	1,500.00
Deposit	12/27/2016	525		Holiday and Chris Johnson	FD Donations	1,000.00
Total Individual						7,900.00
82-7705 Donations - Other						
Deposit	12/05/2016	158...	Waste Management	Recycle \$	FD Donations	58.19
Deposit	12/05/2016	158...	Waste Management	Recycle \$	FD Donations	37.44
Deposit	12/14/2016			Tip Jar	FD Donations	16.00
Deposit	12/14/2016	158...	Waste Management	Recycle \$	FD Donations	97.05
Deposit	12/15/2016	2603	WHITESBORO GRAN...	Deposit	FD Donations	1,096.00
Deposit	12/27/2016	158...	Waste Management	Recycle \$	FD Donations	84.08
Total 82-7705 Donations - Other						1,388.76
Total 82-7705 Donations						9,438.76
Total Income						9,445.16
Gross Profit						9,445.16
Expense						-
Net Income						9,445.16

10:26 PM

02/15/17

Accrual Basis

038
Albion Little River Fire Protection District
Profit & Loss Donation YTD Comparison
December 2016

	<u>Dec 16</u>	<u>Jul - Dec 16</u>
Income		
82-4100-INTEREST INCOME	6.40	34.74
82-7705 Donations		
Business	150.00	1,050.00
Individual	7,900.00	13,115.04
82-7705 Donations - Other	1,388.76	21,785.23
Total 82-7705 Donations	<u>9,438.76</u>	<u>35,950.27</u>
BBQ INCOME	0.00	1,598.00
Total Income	<u>9,445.16</u>	<u>37,583.01</u>
Gross Profit	9,445.16	37,583.01
Expense		
86-2170-DISTRICT OFFICE SUPPLIE		
Paper, Ink, Materials	0.00	39.95
Total 86-2170-DISTRICT OFFICE SUPPLIE	<u>0.00</u>	<u>39.95</u>
86-2181-AUDITING & FISCAL SERVI	0.00	7.00
Suspense	0.00	5,020.00
Total Expense	<u>0.00</u>	<u>5,066.95</u>
Net Income	<u><u>9,445.16</u></u>	<u><u>32,516.06</u></u>

COUNTY OF MENDOCINO
FUNDING ALLOCATION AGREEMENT

This Agreement, dated as of February 15, 2017, is by and between the COUNTY OF MENDOCINO, hereinafter referred to as the Albion Little River Fire Protection District, hereinafter referred to as "FIRE AGENCY". The term of this agreement shall commence on the date this agreement is executed by the County and shall continue until June 30, 2017.

WHEREAS, the Albion Little River Fire Protection District, has been identified to provide the inhabitants, within Agency Boundaries, with protection against fire; and

WHEREAS, in 1992 the State of California implemented the Education Revenue Augmentation Fund (ERAF) "shift", which reduced city, county, and some special districts' revenue to provide funding for schools, causing an annual revenue loss of over \$14.35 million to Mendocino County;

WHEREAS, in an effort to reduce the impact of the ERAF shift the voters of California passed Proposition 172 in 1993, which provides public safety funding to cities and counties that provide police protection, prosecution, corrections, probation, fire protection, and/or coastal life guard services;

WHEREAS, the Mendocino County Board of Supervisors allocated the Proposition 172 revenue to the eligible functions that are provided directly by the County, which are the Sheriff, Jail, District Attorney, and Probation;

WHEREAS, Fire Agency is authorized by law to provide fire protection;

WHEREAS, California Government Code section 26227 provides that the Board of Supervisors of any county may appropriate and expend money from the county's general fund to finance programs deemed to be necessary to meet the social needs of the population of the county, including, but not limited to, the areas of health, law enforcement and public safety;

WHEREAS, Fire Agency has requested funding from the County, through the Mendocino County Association of Fire Districts, for support of fire protection (Attachment A);

WHEREAS, the Mendocino County Board of Supervisors has agreed to appropriate a portion of the total County Proposition 172 public safety sales tax revenue to certain local fire agencies recognized by the Local Agency Formation Commission (LAFCo) for support of fire protection services in Fiscal Year 2016-17; and

WHEREAS, the Mendocino County Association of Fire Districts has submitted a distribution formula, to which the Board of Supervisors has agreed and approved, for the appropriation based on a minimum distribution for each Fire Agency plus a variable distribution based on estimated population in the unincorporated area serviced by the agency.

NOW, THEREFORE, the parties agree as follows:

1. The County agrees to appropriate a portion of the County's Proposition 172 revenue and other funding, in Fiscal Year 2016-17, to LAFCo recognized local fire protection agencies;
2. The County accepts the Mendocino County Association of Fire Districts' distribution formula, as attached hereto, and incorporated herein (refer to Attachment A);
3. The County agrees to make a lump-sum, one-time payment to Fire Agency (for an amount not to exceed thirteen thousand one hundred fifty-four and 00/100 Dollars (\$13,154.00));
4. The Fire Agency agrees to utilize the funds only for the purpose of local fire protection services;
5. The Fire Agency agrees to provide the County with a copy of its budget and revenue and expenditure detail for Fiscal Year 2016-17, which includes a clear accounting of where the funding is appropriated in the Fire Agency budget and its intended use. Accounting records of Fire Agency shall be kept in a manner approved by the County Auditor-Controller and shall be open to inspection by the County Auditor-Controller at any time during business hours for the purpose of determining whether the funds were utilized only for the purpose of fire protection services as required;
6. The term of this agreement shall commence on the date executed by the County, but only for the purposes of providing funding support for fire protection services by the Fire Agency in the current fiscal year;
7. The Fire Agency is a separate legal entity from the County with respect to all matters set forth in this agreement. This agreement is not intended, and shall not be construed to create the relationship of agent, servant, employee, joint venture, joint powers, or association between Fire Agency and County;
8. The Fire Agency agrees to cooperate and supply any documentation reasonably necessary for the convenience and information of the County;
9. The Fire Agency shall indemnify, defend, and hold harmless the COUNTY, its officers, agents, and employees, from and against any and all claims, liabilities, and losses whatsoever including damages to property and injuries to, or death of persons, reasonable attorney's fees, expert fees and court costs occurring or resulting, or alleged to be occurring or resulting, to any and all persons, firms or corporations furnishing or supplying work, services, materials, or supplies in connections with the Fire Agency's performance or its obligations as a provider of fire protection services, and from any and all claims, liabilities, and losses occurring or resulting, or alleged to be occurring or resulting, to any person, firm, or corporation for damage, injury, or death arising out of or connected with the Fire Agency's performance of its obligations as a provider of fire protection services.

10. The Fire Agency's shall comply with any and all applicable federal, state and local laws affecting the services covered by this agreement;
11. This agreement may only be modified by written agreement of the parties;
12. This agreement contains all the terms and conditions agreed upon by the parties for this fiscal year;
13. NOTICES: All notices, requests, demands, or other communications under this Agreement shall be in writing as follows:

To COUNTY: COUNTY OF MENDOCINO
Executive Office
501 Low Gap Road, Room 1010
Ukiah, CA 95482

To FIRE AGENCY: Albion Little River Fire Protection District
PO Box 634
Albion, CA 95410
ATTN: _____

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

COUNTY OF MENDOCINO

Albion Little River Fire Protection District

DEPARTMENT FISCAL REVIEW:

By: _____

DEPARTMENT NAME: Executive Office

Title: _____

DEPARTMENT HEAD _____ DATE _____

NAME AND ADDRESS OF AGENCY REPRESENTATIVE:

Budgeted: Yes No

Albion Little River Fire Protection District

Budget Unit: 4016

PO Box 634

Line Item: 863113

Albion, CA 95410

Grant: Yes No

By signing above, signatory warrants and represents that he/she executed this Agreement in his/her authorized capacity and that by his/her signature on this Agreement, he/she or the entity upon behalf of which he/she acted, executed this Agreement

Grant No.: N/A

CARMEL J. ANGELO, Chief Executive Officer

By: _____
PURCHASING AGENT

INSURANCE REVIEW:

COUNTY COUNSEL REVIEW:

RISK MANAGER

APPROVED AS TO FORM:

By: _____
ALAN D. FLORA, Risk Manager

KATHARINE L. ELLIOTT,
County Counsel

By: _____
Deputy

EXECUTIVE OFFICE REVIEW:

FISCAL REVIEW:

APPROVAL RECOMMENDED

By: _____
Deputy CEO/Fiscal

By: _____
CARMEL J. ANGELO, Chief Executive Officer

Signatory Authority: \$0-25,000 Department; \$25,001- 50,000 Purchasing Agent; 50,001+ Board of Supervisors
Exception to Bid Process Required/Completed n/a

Allocation of County Support for Fire Districts (based on MCAFD formula)

District	2% Distribution	Population	Population %	Population Distribution Amount	Total Distribution
1 Piercy FPD	7,960	126	0.21%	470	8,430
2 Leggett Valley Volunteer FPD	7,960	443	0.74%	1,653	9,613
3 Covelo FPD	7,960	2,645	4.43%	9,872	17,832
4 Long Valley FPD	7,960	2,476	4.15%	9,241	17,201
5 Westport Volunteer Fire Company	7,960	267	0.45%	997	8,957
6 Fort Bragg Fire Rural FPD	7,960	7,474	12.52%	27,896	35,856
Fort Bragg City Fire District	7,960	-	-	-	7,960
7 Brooktrails CSD	7,960	3,350	5.61%	12,504	20,464
8 Little Lake FPD	7,960	3,980	6.66%	14,855	22,815
9 Potter Valley Volunteer CSD	7,960	1,906	3.19%	7,114	15,074
10 Redwood Valley-Calpella FPD	7,960	6,836	11.45%	25,515	33,475
11 Mendocino FPD	7,960	2,740	4.59%	10,225	18,185
12 Albion-Little River FPD	7,960	1,392	2.33%	5,194	13,154
13 Comptche CSD	7,960	501	0.84%	1,870	9,830
14 Ukiah Valley FPD	7,960	17,067	28.58%	63,701	71,661
Ukiah City Fire District	7,960	-	-	-	7,960
15 Anderson Valley CSD	7,960	3,068	5.14%	11,451	19,411
16 Elk CSD	7,960	375	0.63%	1,400	9,360
17 Redwood Coast FPD	7,960	1,271	2.13%	4,744	12,704
18 South Coast FPD	7,960	1,709	2.86%	6,379	14,339
19 Hopland/Sanel Valley FPD	7,960	1,890	3.17%	7,054	15,014
20 Whale Gulch Volunteer Fire Company	7,960	200	0.33%	746	8,706
	175,120	59,715	100%	222,134	398,000

43,816

79,621

	County Funding	2%
Initial Budget (FY 16-17)	175,000	3,500
YE Projections	398,000	7,960

Population	
Total County Population	88,113
City of Ft Bragg	7,250
City of Point Arena	449
City of Ukiah	15,871
City of Willits	4,828
Total Unincorporated County	59,715

Note: This is a simplified presentation of the Allocation Funding calculations prepared and provided by the Mendocino County Association of Fire Districts (MCAFD). The information provided herein is represented to be accurate by the MCAFD.



7400 Reese Road
 Sacramento, CA 95828
 Phone (916) 330-1638
 Fax (916) 330-1649



PROPOSAL FOR FIRE APPARATUS

Albion Little River Fire Protection District
31004 Albion Ridge Road
Albion, CA 95410

DATE	February 9, 2017
QUOTE NO.	JTD07012017
EXPIRES	March 9, 2017
SALES REP.	Jon Bauer

The undersigned is prepared to manufacture for you, upon an order being placed by you, for final acceptance by E.J. Metals, Inc., at its home office in New London, Wisconsin, the apparatus and equipment herein named and for the following prices:

OPTION A: 100% PRE-PAYMENT AT TIME OF CONTRACT SIGNING

#	Description	Each
A	One (1) Ford F-550 4x4 Rescue Squad	248,912.32
B	DISCOUNT FOR 100% PRE-PAYMENT AT TIME OF CONTRACT SIGNING	(6,916.85)
C	SUBTOTAL	241,995.47
D	State Sales Tax @ 7.375%	17,847.17
E	TOTAL PURCHASE PRICE	259,842.64

OPTION A – 100% PRE-PAYMENT AT TIME OF CONTRACT SIGNING TERMS AND CONDITIONS:

- 1) Albion Little River Fire Protection District shall pay the purchase price of **\$259,842.64** for the Product within fifteen (15) calendar days of contract signing directly to E.J. Metals, Inc.
- 2) The proposed delivery timeframe for the Product will not begin until E.J. Metals, Inc. approves the contract and receives full payment of the purchase price of **\$259,842.64**.

OPTION B: FULL PAYMENT AT TIME OF DELIVERY

#	Description	Each
A	One (1) Ford F-550 4x4 Rescue Squad	248,912.32
B	State Sales Tax @ 7.375%	18,357.28
C	TOTAL PURCHASE PRICE	267,269.60

OPTION B - FULL PAYMENT AT TIME OF DELIVERY TERMS AND CONDITIONS:

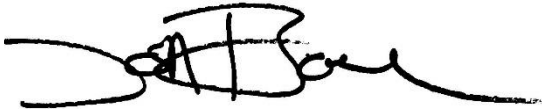
- 1) Albion Little River Fire Protection District shall pay the purchase price of **\$267,269.60** for the Product upon delivery and acceptance.

Said apparatus and equipment are to be built and shipped in accordance with the specifications hereto attached, delays due to strikes, war, or intentional conflict, failures to obtain chassis, materials, or other causes beyond our control not preventing, within about **165 CALENDAR DAYS AFTER RECEIPT OF CHASSIS AT THE E.J. METALS FACILITY** and the acceptance thereof at our office at New London, Wisconsin, and to be delivered to you at ALBION, CALIFORNIA.

The specifications herein contained shall form a part of the final contract, and are subject to changes desired by the purchaser, provided such alterations are interlined prior to the acceptance by the company of the order to purchase, and provided such alterations do not materially affect the cost of the construction of the apparatus.

The proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of bid, except as modified by customer specifications. Any increased costs incurred by first party because of future changes in or additions to said DOT or NFPA standards will be passed along to the customers as an addition to the price set forth above. Unless accepted by March 9, 2017, the right is reserved to withdraw this proposition.

Respectfully Submitted,



Authorized Sales Representative

046
Meeting Notes

Mendocino County Association of Fire Districts

10:00am Wednesday July 20, 2016
at the Anderson Valley CSD, Boonville

MEETING - Introductions and Attendees:

Kathleen McKenna (AVCSD), Alan Taeger (ALRFPD), Michael Schaeffer (CCSD), Dave Roderick (HFPD), John Allison (WVFC), Judy Seymour (RCFPD), Tony Orth (BTCSD), Joy Andrews (AVCSD), Denise Rose (BTCSD), Don Dale (RVCFPD), Claudia Hillary (RCFPD), Mitch Franklin (HFPD), Kirk Thomsen (UCFD, UVFPD), Andres Avila (AVCSD), Linda Talso (RVCFPD), Lucien Long (ECSD), Ben MacMillan (ECSD)

Theresa Gowan (Medstar), Jen Banks (CVEMS), Bryan Cleaver (CVEMS), Tammy Moss Chandler (HNSA), Beth Salomone (LAFCO), Uma Hinman (LAFCO)

CONTINUING and NEW BUSINESS ITEMS:

1.) Uma Hinman addressed the group and presented information about the historical roots of LAFCO. The State had serious concerns about continuing urban sprawl that began in post WWII and created LAFCO as a means to promote more orderly growth. Its mission is to foster orderly development while encouraging retention of open space. It does this by ensuring understanding of local agencies (MSR's), establishing rules for expansion and change, dealing with spheres of influence, agency conflicts, and related issues. It has significant authority over the formation and modifications of special districts. It reports to the County and seems to have only advisory capacity as it seeks support, changes, or funding from above.

Responding to specific requests about fire agency boundary discrepancies that exist between their official delineated boundaries and those of Ambulance/EMS service areas as shown on County maps and dispatched for EMS calls. A newly created map was produced which showed existing fire agency boundaries (excluding Westport and Whale Gulch). Ambulance/EMS service areas were then overlaid on the same map. It became apparent that areas on this new map had been re-assigned without the recipient agency's knowledge. This shifted the discussion to CVEMS who described how service areas are assigned (see below).

LAFCO wrapped up its presentation with commentary citing their current effort to review each Fire Agency's sphere of influence. Requests were sent to Agencies last fall and only 3 have responded so far. This morphed into concerns about the reluctance of organizations to identify areas outside their existing boundaries because service expectations could result without the ability to support these areas or raise tax revenues in them. Thus, Agencies feel they might be required to find equipment and staffing to meet new unfunded expectations. A few Agencies reported billing for services outside their boundaries.

A new calendaring function is being started on the LAFCO website. They're attempting to capture and post all government related events, especially scheduled training activities. Its available for all to use as a central clearing house and viewpoint. Seems like a very good idea.

2.) Bryan Cleaver, responding to the ambulance/EMS service area questions/concerns, began with an overview discussion of the nature of the EMS organization. He presented a brief history of the State's creation of the oversight and management system. He delineated CVEMS' legally required functions which are the same for all LEMSA's throughout the State. Essentially, under the State's EMS system, local provider based decisions went away and were replaced with standardized protocol. Systems for oversight and public participation were created. EMCC's were formed as advisory groups, standards for 1st response, BLS, ALS, critical care transport, etc came into being. By choosing to participate as an EMS provider, a District must then comply with all relevant aspects of the oversight system. Thus, if an Agency chooses to provide 1st response medical aid or even an ambulance, it agrees to provide these services in areas that may extend beyond their formal district boundaries. (Two Mendocino local Fire Agencies have limited participation in this EMS system - Fort Bragg & Willits only respond to specific medical dispatches - e.g. traffic collisions, heart attacks.) EMS area assignments ensure the availability of services in all portions of every county. This is how/why maps of ambulance service areas frequently extend beyond voter-approved tax related boundaries. While service area changes were reported to occur only after discussions and approvals by Agencies involved (even when these changes lie outside established Agency boundaries) an Elk CSD question remained.

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3. Local EMS Agencies (LEMSA's) now exist in all areas of the State. CVEMS is one of these required oversight agencies that functions under both Sonoma and Mendocino Counties. While reporting to each County, CVEMS is charged with enforcing State mandates to ensure uniformity of pre-hospital emergency medical care services.

4. The new County EMS ordinance was described together with its inclusion of language which permits the creation of "non-competitive" Exclusive Operating Areas (EOA) for ambulances. A number of other changes were made including elimination of language relating to separate ambulance dispatch services. A discussion of how hospitals historically provided medical supplies to Agencies/ambulances occurred. Medicare rules brought an end to this practice some years ago because it could be interpreted as providing preferential support to service providers. Under current rules, ambulance providers can bill for supplies used (e.g., oxygen, etc) when a transport occurs. (Wittman Enterprises was referenced as a very capable billing service provider that knows how this system works.)

5. Many of the issues note above, directly relate to perceptions of a disconnect between Fire and CVEMS. Some of the State mandates that were clarified today help with improved understanding. Fire's need to be included more closely in CVEMS functioning and oversight was stressed. Fire's role in providing 70%+ of the total EMS call function makes Fire a critical player. As such Fire needs to be included in discussions, not just talked about while not present. Chief's and District's each have a role. Sometimes these roles overlap, sometimes not. District functions relate to a broader overall procedural need to know, they are charged with financial control and oversight, not the daily front-line decision making. All present were pleased with the open discussion and new CVEMS awareness of Fire Agencies' need to participate. The door seems to be opening for improved communications.

6. Homeland Security Grants have been available to the County for emergency related services. These have been administered by the "Gang of Five" (Sheriff, 2 Fire Chiefs, HHSA + ?), This group takes suggestions and then prioritizes them to ensure maximum use of dollars available. Fire's adopted portion of the current grant cycle is buying an emergency lighting array for large incidents. Fire related grant request ideas can be forwarded to Steve Orsi or Carl Magann (retiring in mid 2017).

7. The RFP process was discussed from a conceptual level. The requirement to not disclose information was explained in detail. Potential conflicts of interest resulted in the exclusion of several individuals from being included in the RFP development process. Because of this, Fire has not been fully represented in this process. The group drove the message that Fire must be given the opportunity to ensure its priorities are included in the finished product. CVEMS agreed to a final meeting of the advisory group including Fire representatives - these will be confirmed at then next Chief's meeting.

8. The final version of the County's required funding allocation agreement with each Agency was presented to those present. These include individualized information for each. Copies will be emailed to Agencies not in attendance together with a letter describing the actions needed and March 31, 2017 deadline to return them prior to submission to the County. A large majority of signed agreements must be received before the County will cut the allocation checks.

9. The BOS Public Safety standing committee meeting slated for 2/13 was canceled. The reason was unclear, but perhaps because of an informal conversation with HHSA director Tammy Moss Chandler which was cited by Dan Hamburg. If this proves true, reporting relationships need to be clarified. At this point Fire Agencies are working with and quasi reporting to the BOS and executive office, not HHSA.

10. An Ethics and Brown Act training class is now scheduled for coastal agencies on Wednesday March 29 at the Mendocino firehouse.

11. Several districts have received letters from Lloyd Weer, Auditor, requesting copies of their latest audited financial reports. This came as a surprise. Apparently California Government code section 26909 requires these audited reports be given to counties every year. However, the code does provide a process to request conversion to a five year audit cycle. This should be simpler and less expensive to comply with. No Agency seemed pleased with their auditors or at least the lack of local options.

12. Denise Rose introduced a proposal for allocation/distribution of future cannabis tax revenues to Fire Agencies. A copy of this will be routed for comments and further discussion.

13. CalFire was selected to be requested to present at our next meeting in April.

NEXT MEETING:

10:00am Wednesday, Apr 19, 2017, Anderson Valley CSD

Adjourned: 1:20pm

**ALRFPD Strategic Planning Project
Board Report**

December 2016

Submitted by: Heather Paulsen, Facilitator/Consultant

Background

In April 2016, ALRFPD received a grant from The Community Foundation of Mendocino County to engage in an organizational development and strategic planning process. ALRFPD retained the services of Heather Paulsen Consulting to facilitate two workshops and to produce a Strategic Plan document in partnership with ALRFPD.

The first workshop is to focus on organizational development with the ALRFPD Board, and the second workshop is to engage the Board and a broad group of stakeholders to develop a Strategic Plan for ALRFPD. The Strategic Plan is to be a “living” document that will be used to guide future decisions and that can support ALRFPD’s grant seeking efforts and maintain compliance with requirements set forth by ALRFPD’s insurers. Prior to the workshops, a set of questions will be sent to key stakeholders to ensure broad input into the Strategic Plan.

A monthly Status Report (this document) will be provided to the ALRFPD Board each month by Heather Paulsen Consulting, via ALRFPD’s designated project manager, Michael Issel.

Project Status – December 2016

During this reporting period, there was no activity under this grant.