

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

Tuesday, May 25, 2010, 7:30 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

1. **Call to order and determination of a quorum:**
2. **Public communication to the board:** An opportunity is provided for members of the public to address the board with respect to matters within the board's jurisdiction whether on the agenda or not. For action items the public may also address the board at the time the item is presented for action.
3. **Previous meeting minutes:** The minutes of the April 30, 2010 regular business meeting will be approved and/or revised and approved.
4. **Fire chief's report:**
 - a. **Incident reports:** The fire chief is requested to provide written report on the types of calls to which the fire department has responded since the last board meeting, and to note any trends which would suggest a need for changes to the district's and the fire department's planning.
 - b. **Fund raising, gifts, service fees:** Chief's report of current information on fundraising, gifts to the department, and any calls on which service fees should be levied by the district board.
 - c. **Fire department report:** Chief's report on other fire department progress.
 - d. **Fire department operational needs:** Chief's report on department needs.
 - e. **Vehicle maintenance report:** Chief's report on vehicle maintenance.
5. **Communications to the board:** Communications to the board will be presented.
6. **Financial report:** Current financial statements for the district will be presented.
7. **Committee reports:**
 - a. **Station 811 committee.**
 - b. **Vehicle committee.**
 - c. **Fund raising committee**
8. **Directors' discussion:** Individual board members may discuss topics of concern to the district including, but not limited to, insurance, bylaws, fund raising, firefighter benefits.
9. **Next meeting schedule:** Tuesday, June 29, 2010.
10. **Adjournment:**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Board in writing at P.O. Box 634, Albion, CA 95410-0634, as soon as possible before the meeting date.

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4. **Fire chief's report:**
 - a. **Incident reports:** The fire chief is requested to provide written report on the types of calls to which the fire department has responded since the last board meeting, and to note any trends which would suggest a need for changes to the district's and the fire department's planning.
 - b. **Fund raising, gifts, service fees:** Chief's report of current information on fundraising, gifts to the department, and any calls on which service fees should be levied by the district board. *to FD \$4000. from community for payers*
 - c. **Fire department report:** Chief's report on other fire department progress.
 - d. **Fire department operational needs:** Chief's report on department needs.
 - e. **Vehicle maintenance report:** Chief's report on vehicle maintenance.
5. **Communications to the board:** Communications to the board will be presented.
6. **Financial report:** Current financial statements for the district will be presented.
7. **Committee reports:**
 - a. **Station 811 committee.**
 - b. **Vehicle committee.** - *outstanding FBD invoices not submitted yet*
 - c. **Fund raising committee** - *report on cont. mtg held Thur*
8. **Directors' discussion:** Individual board members may discuss topics of concern to the district including, but not limited to, insurance, bylaws, fund raising, firefighter benefits.
9. **Next meeting schedule:** Tuesday, June 29, 2010.
10. **Adjournment:**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Board in writing at P.O. Box 634, Albion, CA 95410-0634, as soon as possible before the meeting date.

Budget mtg 19th June 7.30p

next June 28 - 4:30p
fundraising cont
mtg

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

Tuesday, April 30, 2010, 7:30 pm, Station 810, 33900 West Street, Albion, CA

- 1 **Call to order and determination of a quorum:** Called to order at 7:35 pm by President Alan Taeger with Directors Ed Petrykowski, and Rich Riley along with Ken Matheson.
- 2 **Public communication to the board:** None.
- 3 **Previous meeting minutes:** The minutes for the March 30, 2010 regular business meeting were approved by unanimous vote of board members present.
- 4 **Fire chief's report:**
 - A **Incident reports:** none available at this time. Fire Dept not represented at meeting.
 - B **Fund raising, gifts, and service fees:** None.
 - C **Fire department report:** None.
 - D **Fire department operational needs:** No report.
 - E **Vehicle maintenance report:** None
- 5 **Communications to the board:**
 - A Letter from James Tate requesting information on the use of the BBQ site.
 - B E-mail from FEMA regarding the construction grant that we applied for last year for Station 811.
 - C Mendocino County Treasures sent the quarterly investment report.
 - D LAFCO budget report received
 - E **Financial Report:** The report was presented. We are over budget in the equipment maintenance section and an adjustment will be made at the next board meeting.
- 6 **Items for Consideration and Possible Action:** Introduction and discussion with Ken Matheson. Ken was appointed as a Director and also appointed to the fundraising committee.
- 7 Resolution # 100430 establishing the "Albion Fire Station Building Fund" was adopted
- 8 **Committee Reports:**
 - A **Station 811 committee:** Public meeting at Albion School will be held June 2, 2010.
 - B **Vehicle committee:** All vehicles are up and running.
 - C **Grant committee:** The grant committee will now be known as the fundraising committee
- 9 **Directors' discussion:** None
- 10 **Next meeting schedule:** Tuesday May 25, 2010 7:30 pm Station 810.
- 11 **Adjournment:** Meeting was adjourned at 8:50pm.

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

Friday, April 30, 2010, 7:30 pm, Station 810, 33900 West Street, Albion, CA

- 1 **Call to order and determination of a quorum:** Called to order at 7:35 pm by President Alan Taeger with Directors Ed Petrykowski, and Rich Riley along with Ken Matheson.
- 2 **Public communication to the board:** None.
- 3 **Previous meeting minutes:** The minutes for the March 30, 2010 regular business meeting were approved by unanimous vote of board members present.
- 4 **Fire chief's report:** No report. Fire Dept not represented at meeting.
- 5 **Communications to the board:**
 - A Email to Alan from Janie Tate requesting information on the use of the BBQ site. Alan responded with information.
 - B E-mail to Terry from FEMA explaining why the construction grant that we applied for last year for Station 811 was denied.
 - C Received Mendocino County Treasurer's March 31, 2010 quarterly investment report.
 - D Received LAFCO proposed FY 2010-2011 budget report.
- 6 **Financial Report:** The report was presented. We are over budget in the equipment maintenance section.
- 7 **Items for Consideration and Possible Action:**
 - A **Minutes:** Alan made a motion to make additions and corrections to the previously approved (March 30, 2010) February 23, 2010 regular business meeting minutes as presented at this meeting in written revised draft. Motion was approved by unanimous vote of board members present.
 - B **Board vacancy:** Introduction of and discussion with board candidate Ken Matheson. Ken was appointed as a member of the board to fill the vacancy created by the resignation of Harvey Chess by unanimous vote of the board members present. Ken was also appointed to the fundraising committee.
 - C **Building fund:** By unanimous vote of board members present Resolution # 100430 establishing the "Albion Fire Station Building Fund" was adopted (resolution attached).
- 8 **Committee Reports:**
 - A **Station 811 committee:** Public meeting at Albion School will be held June 2, 2010.
 - B **Vehicle committee:** All vehicles are up and running.
 - C **Grant committee:** The grant committee will now be known as the fundraising committee.
- 9 **Directors' discussion:** None.
- 10 **Next meeting schedule:** Tuesday May 25, 2010 7:30 pm Station 810.
- 11 **Adjournment:** Meeting was adjourned at 8:50pm.

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUDGET OVERVIEW WORKSHEET

UPDATED 5/25/2010	2005-2006	PER 6/30/06	2006-2007	PER 6/30/07	2007-2008	PER 6/30/08	2008-2009	PER 07/22/09	2009-2010	PER 5/25/10
CODE #	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	REVISED	ACTUAL	REVISED	ACTUAL
DESCRIPTION										
REVENUE										
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	66,296.04
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	2,330.60	2,322.00	2,422.82
821130 SB 813 SUPPLEMENTAL TAX	2,189.00	2,269.45	2,237.00	2,985.03	2,834.00	2,516.55	2,288.00	1,136.75	1,572.00	476.80
821210 PRIOR SECURED PROPERTY TAX	0.00	3.84	0.00	(70.95)	0.00	331.97		(244.48)		(279.07)
821220 PRIOR UNSECURED PROPERTY TAX	110.00	110.27	103.00	129.57	106.00	32.41	34.00	62.84	27.00	69.67
821300 SPECIAL TAX (FIRE ASSESSMENTS)	77,032.00	77,550.00	77,710.00	77,710.00	75,000.00	77,550.00	75,000.00	72,084.30	77,630.00	71,936.70
821600 TIMBER YIELD TAX	322.00	494.49	397.00	448.29	486.00	383.82	374.00	279.74	314.00	44.15
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	792.90
825481 HOMEOWNER PROPERTY TAX RELIEF	817.00	806.26	806.00	809.12	809.00	802.76	803.00	393.77	786.00	389.14
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	77,383.50		4,168.37
827702 INSURANCE PAYMENT	0.00	0.00	0.00	0.00	0.00					
TOTAL REVENUE	145,057.00	147,659.22	147,126.00	160,780.09	157,757.00	181,055.22	239,260.50	226,626.02	167,597.00	146,317.52
FUND BALANCE CARRIED FORWARD									223,981.33	284,846.08
TOTAL AVAILABLE FOR APPROPRIATIONS					447,757.00	496,212.22	586,781.33	574,146.85	391,578.33	411,163.60
APPROPRIATIONS										
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	1,899.77
862050 CLOTHING & PERSONAL ITEMS	4,000.00	3,939.97	4,000.00	5,575.14	6,000.00	8,722.14	6,000.00	4,130.64	6,000.00	4,218.87
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	7,000.00	50,130.96
862101 INSURANCE - GENERAL	9,000.00	5,880.00	6,000.00	5,880.00	6,000.00	5,640.00	6,000.00	5,744.00	8,000.00	1,551.33
862120 MAINTENANCE - EQUIPMENT	10,000.00	11,293.34	28,000.00	11,873.16	12,000.00	14,908.90	40,000.00	17,045.14	50,000.00	1,668.08
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	2,630.00
862140 MEDICAL 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	2,217.71
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	456.22
862170 OFFICE EXPENSE	200.00	192.34	200.00	398.35	600.00	479.13	3,000.00	3,034.72	2,000.00	14,950.98
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	15,000.00	2,824.47
862184 ARCHITECT & ENGINEERING SERVICES (811)	0.00	0.00	0.00	0.00	2,000.00	7,420.27	10,000.00	8,375.36	15,000.00	7,000.00
862187 EDUCATION & TRAINING	5,000.00	4,505.19	10,000.00	12,270.50	10,000.00	1,551.00	1,500.00	1,441.69	1,500.00	100.00
862189 PROFESSIONAL & SPECIAL SERVICES - OTHER	0.00	1,555.80	500.00	1,554.20	1,500.00	0.00	3,500.00	2,381.66	7,000.00	2,474.44
862210 RENTS & LEASES BUILDINGS & GROUNDS	2,000.00	2,936.02	3,000.00	4,294.64	3,500.00	3,173.66	3,500.00	2,381.66	400.00	315.05
862220 SMALL TOOLS & INSTRUMENTS	0.00	225.69	0.00	0.00	0.00				26,000.00	20,975.58
862231 ELECTION SUPERVISION & SERVICES	16,000.00	13,120.18	16,000.00	20,212.59	25,000.00	17,394.64	26,000.00	22,540.45	5,000.00	3,476.49
862250 TRANSPORTATION & TRAVEL	3,000.00	2,663.27	3,000.00	3,340.58	3,000.00	3,483.86	5,000.00	4,627.18	3,000.00	1,771.50
862260 UTILITIES	300.00	1,988.45	1,000.00	2,380.19	3,000.00	285.89	3,000.00	1,663.11	3,000.00	
863113 PAYMENTS TO OTHER GOVT AGENCIES	0.00	0.00	0.00	0.00	0.00					
864350 LAND	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	1,983.08
864360 STRUCTURES & IMPROVEMENTS	5,000.00	1,564.61	3,000.00	27,304.46	5,000.00	2,818.09	205,000.00	204,571.20	12,000.00	10,598.52
864370 EQUIPMENT										
TOTAL APPROPRIATIONS	89,500.00	92,623.46	94,700.00	133,374.29	132,600.00	107,917.72	362,800.00	309,300.77	197,000.00	124,140.03
UNAPPROPRIATED FUNDS (funds balance)					315,157.00	347,520.83	223,981.33	284,846.08	194,578.33	287,023.57

5183
3/60

Itemized Categories:2

4/30/2010 through 5/24/2010 (Cash Basis)

5/25/2010

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Date	Account	Num	Description	Memo	Amount
EXPENSES					-1,193.59
86-2060-COMMUNICATIONS					-373.83
5/3/2010	District Chec...	2978	Comcast	8155300570034801	-73.36
5/20/2010	District Chec...	2983	U.S. Cellular	957915514	-76.65
5/20/2010	District Chec...	2984	AT&T	96075541735558	-188.39
5/20/2010	District Chec...	2985	AT&T	0301538359001	-35.43
86-2140-MED SUPPLIES					-113.50
5/20/2010	District Chec...	2986	Aeris	#10095 Inv. 10433471	-60.50
5/20/2010	District Chec...	2987	Eureka Oxygen Co.	DM00603724	-53.00
86-2170-OFFICE SUP					-8.80
5/3/2010	District Chec...	2979	S katsiaryna Gregonis	Postage	-8.80
86-2181-AUDITS					-121.28
5/3/2010	District Chec...	2979	S katsiaryna Gregonis		-121.28
86-2260-UTILITIES					-134.80
5/3/2010	District Chec...	2977	Waste Management	799-0001196-2561-4	-24.88
5/8/2010	District Chec...	2982	PG&E	0210095100-9	-109.92
86-4360-BUILDINGS AND IMPROVEMENTS					-441.38
5/8/2010	District Chec...	2980	Jorge Barrero	2 architectual renderi...	-300.00
5/8/2010	District Chec...	2981	Braggadon Signs & Gra...	#1819 posters	-141.38
OVERALL TOTAL					-1,193.59

ALRFPD Actual / Budget Report - Current Year:4

7/1/2009 through 6/30/2010 Using Budget 2009-2010

5/25/2010

Page 1

Category Description	7/1/2009 Actual	- Budget	6/30/2010 Difference
INFLOWS			
82-1110 CURRENT SECURED TAX	66,296.04	74,944.00	-8,647.96
82-1120-CURRENT UNSECURED TAX	2,422.82	2,322.00	100.82
82-1130-SB813 SUPPLEMENTAL TAX	476.80	1,572.00	-1,095.20
82-1210-PRIOR SECURED TAX	-279.07	0.00	-279.07
82-1220-PRIOR UNSECURED TAX	69.67	27.00	42.67
82-1300-SPECIAL TAX	71,936.70	77,630.00	-5,693.30
82-1600-TIMBER TAX	44.15	314.00	-269.85
82-4100-INTEREST INCOME	792.90	10,000.00	-9,207.10
82-5481-HOMEOWNER PROPERTY TAX REL...	389.14	788.00	-398.86
82-7700-OTHER	4,168.37	0.00	4,168.37
TOTAL INFLOWS	146,317.52	167,597.00	-21,279.48
OUTFLOWS			
86-1035-WORKMAN'S COMP	0.00	7,000.00	7,000.00
86-2050-CLOTHING	1,899.77	6,000.00	4,100.23
86-2060-COMMUNICATIONS	4,218.87	5,000.00	781.13
86-2101-INSURANCE	0.00	7,000.00	7,000.00
86-2120-MAINTENANCE EQ			
Vehicle	48,247.76	0.00	-48,247.76
Other 86-2120-MAINTENANCE EQ	1,883.20	50,000.00	48,116.80
TOTAL 86-2120-MAINTENANCE EQ	50,130.96	50,000.00	-130.96
86-2130-MAINTENANCE STRUCTURES	1,551.33	10,000.00	8,448.67
86-2140-MED SUPPLIES	1,668.06	8,000.00	6,331.94
86-2150-MEMBERSHIPS	2,630.00	3,000.00	370.00
86-2170-OFFICE SUP	456.22	2,000.00	1,543.78
86-2181-AUDITS	2,217.71	4,000.00	1,782.29
86-2184-ARCH ENG	14,950.98	15,000.00	49.02
86-2187-ED AND TRAINING	2,824.47	15,000.00	12,175.53
86-2189-PROF AND SPEC	0.00	1,500.00	1,500.00
86-2210-RENT LEASES	0.00	100.00	100.00
86-2220-SM TOOLS	2,474.44	7,000.00	4,525.56
86-2231-ELECTION SUP	315.05	400.00	84.95
86-2250-TRANSPORTATION	20,975.58	26,000.00	5,024.42
86-2260-UTILITIES	3,476.49	5,000.00	1,523.51
86-3113-PAYMNTS TO GOVT AGENCIES	1,771.50	3,000.00	1,228.50
86-4360-BUILDINGS AND IMPROVEMENTS	1,983.08	10,000.00	8,016.92
86-4370-EQUIPMENT			
Fire Engine	0.00	0.00	0.00
Radio Repeaters	2,253.50	0.00	-2,253.50
Rolling Stock	0.00	0.00	0.00
SCBAs	0.00	0.00	0.00
Other 86-4370-EQUIPMENT	8,342.02	12,000.00	3,657.98
TOTAL 86-4370-EQUIPMENT	10,595.52	12,000.00	1,404.48
TOTAL OUTFLOWS	124,140.03	197,000.00	72,859.97
OVERALL TOTAL	22,177.49	-29,403.00	51,580.49

**Albion Little River Fire Protection District
P. O. Box 634
Albion, CA 95410**

May 4, 2010

Mendocino County Auditor
501 Low Gap Road Room 1080
Ukiah, CA 95482

Please find the enclosed revised budget for FY 2009-2010 approved by the board of directors of the Albion Little River Fire Protection District.

The FY 2009-2010 budget was revised by vote of the board of directors at December 30, 2009 and February 23, 2010 regular business meetings. Copies of meeting minutes are enclosed.

Please contact me if you have any questions.

Thank you,



Alan Taeger, president of the board of directors
ataeger@mcn.org
Office/Home 937 0154
Cell 489 3052

enclosures

ALRFPD APPROVED BUDGET FISCAL YEAR 2009-2010

DISTRICT NAME: ALBION-LITTLE RIVER FIRE PROTECTION

FUND NUMBER: 3410

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 \$391,578.00
(Appropriations must not exceed this amount)

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
TOTAL ESTIMATED REVENUE		\$167,597.00

APPROPRIATIONS

SALARY & BENEFITS

861035	WORKERS COMPENSATION INSURANCE	\$7,000.00
TOTAL SALARY & BENEFITS		\$7,000.00

SERVICES & SUPPLIES

862050	CLOTHING & PERSONAL ITEMS	\$6,000.00
862060	COMMUNICATIONS	\$5,000.00
862101	INSURANCE - GENERAL	\$7,000.00
862120	MAINTENANCE - EQUIPMENT	\$50,000.00
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
862184	ARCHITECT & ENGINEERING SERVICES	\$15,000.00
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
TOTAL SERVICES & SUPPLIES		\$165,000.00

863113	PAYMENTS TO OTHER GOVERNMENT AGENCIES	\$3,000.00
864360	STRUCTURES & IMPROVEMENTS	\$10,000.00
864370	EQUIPMENT	\$12,000.00

TOTAL APPROPRIATIONS \$197,000.00

EXCESS OF ESTIMATED REVENUE over(under) APPROPRIATIONS -\$29,403.00

Revised budget approved by unanimous vote of the board at the February 23, 2010 regular business meeting.

Submitted by Alan Taeger, president

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

Wednesday, December 30, 2009, 7:30 pm, Station 810, 33900 West Street, Albion, CA

- 1 **Call to order and determination of a quorum:** Called to order at 7:26 pm by President Alan Taeger with Directors Ed Petrykowski, Rich Riley and Terry Kemp present along with Chief Derek Wilson, Ted Williams, Brad Montgomery, Jim Mastin.
- 2 **Public communication to the board:** Jim Mastin introduced himself to the Board as a candidate for 5th district supervisor in the June election.. Jim is a former mayor of Ukiah.
- 3 **Previous meeting minutes:** The minutes for the Nov 25, 2009 regular business meeting were approved as presented by unanimous vote of board members present.
- 4 **Fire chief's report:**
 - A **Incident reports:** FD responded to 1 cliff rescue, 2 medical, 2 traffic accidents in November.
 - B **Fund raising, gifts, and service fees:** Derek presented a check for \$862.50 to the district for vehicle expense reimbursement from CalFire for the Shepard fire (Ukiah). Derek has also received reassurances from CalFire that the department and the district will receive a total of ~\$8,500.00 for mutual aid services at the Lockheed fire (Santa Cruz).
 - C **Fire department report:** Derek reported that he has been reelected chief by the fire department for the 2010 calendar year. Calls are down as well as trainings due to the Holidays.
 - D **Fire department operational needs:** No report.
 - E **Vehicle maintenance report:**
 - i) **Engine 8163 Head gasket leak:** Estimate to replace head gasket is \$5,183.75 and is not recommended by Fort Bragg Diesel due to poor condition of engine head and cylinders. Recommended engine replacement cost ~\$20,686.00. [*Note: A motion was made to approve engine replacement and voted on by the board. However, this action was not on the agenda and is not valid. The issue will be listed for possible action at the next business meeting.*]
 - ii) **Engine 8162 front seal leak:** Significant oil leak has developed. Estimated repair cost \$2,800.00.
 - iii) **Engine 8165 inspection:** Postponed.
- 5 **Communications to the board:**
 - A Received a letter from the city of Mountain View seeking candidates for the position of Fire Chief.
 - B Christmas cards from various vendors.
 - C Received recorded Station 811 project deed restriction from County clerk.
 - D Received a bill from Dan Godeke for legal services for deed restriction on 811 project.
- 6 **Financial Report:** Report presented.
- 7 **Items for Consideration and Possible Action:**
 - A **Election of Officers:** Alan made a motion to retain all officers in their present positions: Alan Taeger, president; Rich Riley, vice president; Terry Kemp, secretary. Motion carried by unanimous vote of board members present.
 - B **Change in Bylaws:** Proposed amendment to bylaws changing regular business meeting day from Wednesday to Tuesday as presented at November business meeting approved by vote of 4 ayes, 0 nays.
 - C **Station 811 project geotechnical services:** Ed made a motion to accept a proposal for services from SHN Geotechnical Services. Motion passed by unanimous vote of board members present.
 - D **Type I Engine:** No action.
 - E **Budget Revisions:** Terry made a motion to increase 09-10 budget item 86-2120 Maintenance – Equipment to \$50,000, and increase 09-10 budget item 86-4360 Structures and Improvements to \$25,000. Motion passed by unanimous vote of board members present.
- 8 **Committee Reports:**
 - A **Station 811 committee:** No date yet on presentation to the community. Alan will follow up
 - B **Vehicle committee:** No report.
 - C **Grant committee:** Harvey to obtain information on the community foundation grant that will be available to apply for.
- 9 **Directors' discussion:** our bookkeeper Katya would like to be signed up for bill pay at the bank for \$10.75 per month. We will place this on next meetings agenda.
- 10 **Next meeting schedule:** Tuesday January 26, 7:30 pm Station 810.
- 11 **Adjournment:** Meeting was adjourned at 9:10pm.

Minutes approved as corrected by unanimous vote of board at the January 26, 2010 regular business meeting.

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

Tuesday, February 23, 2010, 7:30 pm, Station 810, 33900 West Street, Albion, CA

- 1 Call to order and determination of a quorum:** Called to order at 7:35 pm by President Alan Taeger with Directors Ed Petrykowski, Rich Riley, Harvey Chess present along with Ted Williams, Brad Montgomery.
- 2 Public communication to the board:** None.
- 3 Previous meeting minutes:** The minutes for the Jan 26, 2010 regular business meeting were revised and approved by unanimous vote of board members present.
- 4 Fire chief's report:**
 - A Incident reports:**
 - B Fund raising, gifts, and service fees:** None.
 - C Fire department report:** None.
 - D Fire department operational needs:** No report.
 - E Vehicle maintenance report:**
 - i) **Engine 8163** to Rohnert park for fuel injection pump repair
 - ii) **Engine 8162**-station 811 needs staircase modification to accommodate engine
- 5 Communications to the board:**
 - A** League of Women voters sponsoring an open house for elected officials 3/12/2010 at St Michaels
 - B** James Marta CPA soliciting our audit preparation business
 - C** John Chung- there is a new way to make claims under the Brown act available online
 - D** Received GSMA newsletter
- 6 Financial Report:** Report presented. Items previously entered under 86-4360 have been moved to 86-2184
- 7 Items for Consideration and Possible Action:**
 - A Budget Revision:** Alan made a motion to make the following changes to the FY 2009-2010 budget: 1. Decrease budget item 862060 (Communications) allocation to \$5,000.00; 2. Increase budget item 862184 (Architect & Engineering Services) to \$15,000.00; 3. Decrease budget item 864630 (Structures & Improvements) to \$10,000.00; 4. Increase budget item 864370 (Equipment) to \$12,000.00. Revised budget total allocations \$197,000.00. Motion carried by unanimous vote of the Board.
- 8 Committee Reports:**
 - A Station 811 committee:** Road encroachment permit applied for. Carl Rittiman to perform permeability study.
 - B Vehicle committee:** Type III rig through Cal fire is in process. Need housing for tender. Fire Department to look into extending station 813 to accommodate 8162
 - C Grant committee:** Harvey's exploration continues.
- 9 Directors' discussion:** Can we use the Red diesel? Will be discussed at a future meeting
- 10 Next meeting schedule:** Tuesday March 30, 2010 7:30 pm Station 810.
- 11 Adjournment:** Meeting was adjourned at 8:50pm.

Minutes approved as corrected by unanimous vote of board members present at the April 30, 2010 regular business meeting.

**Albion Little River Fire Protection District
P. O. Box 634
Albion, CA 95410**

May 4, 2010

Katrina Bartolomie
Assistant Registrar of Voters
County of Mendocino
501 Low Gap Road, Room 1020
Ukiah, CA 95482

Dear Katrina,

The Albion Little River Fire Protection District Board of Directors has, by unanimous vote of board members present, appointed Kenneth Matheson, a registered voter residing within the District, to the position of Member of the Board of Directors to fill the unexpired term left vacant by the resignation of Harvey Chess (effective March 30, 2010) per Government Code Section 1780(a) at a duly noticed regular business meeting at the Albion Village Fire Station on Tuesday, April 30, 2010. Notarized notice of appointment and Oath of Office will follow.

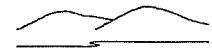
Appointee: Kenneth Matheson
6029 N. Highway 1
Little River, CA 95456

If you have any questions please give me a call.

Thank you,



Alan Taeger, board president
Phone 937 0154



May 6, 2010

Albion-Little River Fire Protection District
PO Box 101
Albion, CA 95410

Dear Albion-Little River Fire Protection District,

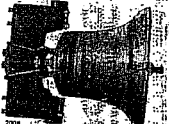
Sturges, Pehling, and Associates invites you to consider our services for your next audit. We provide audit and tax services to many of the non-profits and government agencies in Lake County, as well as throughout Northern California.

Sturges, Pehling, and Associates is committed to providing superior service at competitive rates. Our goal is to provide a positive audit experience in a timely fashion. We are confident that you will be very satisfied with our services. To request a bid, or for more information, please call Zach Pehling at (707) 279-4259.

Sincerely,

Zach Pehling, CPA

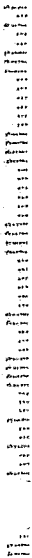
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2888 Marina View Drive
Kelseyville, CA 95451

Albion-Little River Fire Protection District
PO Box 101
Albion, CA 95410

95410+0101



**Albion Little River Fire Protection District
P. O. Box 634
Albion, CA 95410**

May 24, 2010

Savings Bank of Mendocino County
P. O. Box 687
Mendocino, CA 95460

Please be advised that the board of directors of the Albion Little River Fire Protection District at their regular business meeting held on April 30, 2010 passed a resolution authorizing the establishment of the "Albion Fire Station Building Fund" (see attached Resolution #100430).

The resolution authorizes the board to establish the necessary accounts to receive donations for this fund. To that end we would like to open the "Albion Fire Station Building Fund" savings account to hold funds donated. In addition, we will require an additional, dedicated checking account to receive and clear credit card donations through a credit card merchant account. Please open these two accounts for us. Two signatures of board member or bookkeeper will be required for withdrawals.

District Bookkeeper:

Katya Gregonis
Katya.gregonis@gmail.com
Home 937 3326

Current members of the District Board of Directors:

Alan Taeger, president
ataeger@mcn.org
Days 489 3052
Eves 937 0154

Ed Petrykowski
Home 937 5489

Ken Matheson
Home 937 5164

Richard Riley, vice president
Home 937 0689

Terry Kemp, secretary
Home 937 2875
Work 937 6132

COPY

Please contact any of us for any questions you have.

Yours truly,


Alan Taeger, president, ALRFPD Board of Directors

attachment

RESOLUTION No. 100430

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
MENDOCINO COUNTY, CALIFORNIA

Whereas the Albion Little River Fire Protection District will need to raise money from donations for the construction of a new fire station at D Road (Station 811), and

Whereas the facilitation of the collection of donations for the purpose of fire station construction is of paramount importance for successful fundraising,

Therefore do we, the board of directors of the Albion Little River Fire Protection District, resolve to establish the "Albion Fire Station Building Fund".

It is further resolved that the board establish the necessary means to receive donations to the Albion Fire Station Building Fund, including but not limited to the following:

1. Open a dedicated Albion Fire Station Building Fund savings account to hold funds donated;
2. Establish credit card merchant accounts to receive credit card donations;
3. Establish a website with a donations page to receive web donations.

APPROVED, PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT THIS 30TH DAY OF APRIL, 2010 BY THE FOLLOWING VOTE:

AYES: 3

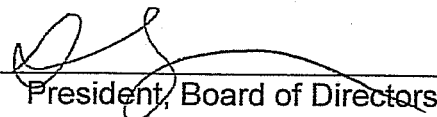
NOES: 0

ABSTAIN: 0

ABSENT: 1

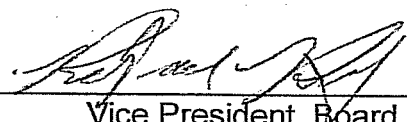
VACANT: 1

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Alan Taeger
President, Board of Directors of the Albion Little River Fire Protection District

Attest:



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

**Albion Little River Fire Protection District
P. O. Box 634
Albion, CA 95410**

May 24, 2010

Savings Bank of Mendocino County
P. O. Box 687
Mendocino, CA 95460

Please be advised that the ALRFPD Board of Directors has appointed Ken Matheson to fill a board vacancy at a regular business meeting held April 30, 2010. Alan Taeger, president of the board of directors, remains as the board member contact.

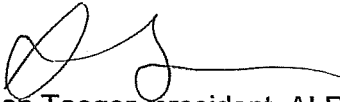
Please prepare a new signature card for our checking account which includes his name and the names of the other members of the board as well as Katya Gregonis, our bookkeeper (listed below). We will still require two signatures on each check.

Please also prepare a new signature card for our safety deposit box with the same signers except for Katya Gregonis. Access to our safety deposit box will also still require two signatures.

Let me know when the cards are ready and I will ask everyone to come to the bank to sign.

Please contact any of us for any questions you have.

Yours truly,



Alan Taeger, president, ALRFPD Board of Directors

COPY

District Bookkeeper:

Katya Gregonis
Katya.gregonis@gmail.com
Home 937 3326

Current members of the District Board of Directors:

Alan Taeger, president
ataeger@mcn.org
Office/Home 937 0154
Cell 489 3052

Ed Petrykowski
Home 937 5489

Ken Matheson
Home 937 5164

Richard Riley, vice president
Home 937 0689

Terry Kemp, secretary
Home 937 2875
Work 937 6132

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

Tuesday, May 25, 2010, 7:30 pm, Station 810, 33900 West Street, Albion, CA

- 1 **Call to order and determination of a quorum:** Called to order at 7:40 pm by President Alan Taeger with Directors Ed Petrykowski, Rich Riley, Ken Matheson and Terry Kemp. Chief Derek Wilson and Ted Williams were also present
- 2 **Public communication to the board:** None.
- 3 **Previous meeting minutes:** The minutes for the April 27, 2010 regular business meeting were approved by unanimous vote as presented.
- 4 **Fire chief's report:**
 - A **Incident reports:** none
 - B **Fund raising, gifts, and service fees:** \$4,000.00 grant received from the Community foundation
 - C **Fire department report:** Wildfire training will begin May 1st, 2010
 - D **Fire department operational needs:** Fire shelters being looked into. The department will updating equipment and pagers
 - E **Vehicle maintenance report:**
 - 8165-The last one to go in for DOT inspection
 - 8182-will go back in for brake work
 - 8163-tires were changed by Fort Bragg Diesel
- 5 **Communications to the board:**
 - A Letter from Zac Pelling CPA wanting our auditing business
 - B Letter from county auditor with estimates for FY 2010-2011 tax revenues.
 - C **Financial Report:** The report was presented. Some foreclosures are affecting special tax revenues and secured tax revenue. Budget meeting set for June 23, 2010 7:30 pm for 2010-2011 projected budget.
- 6 **Items for Consideration and Possible Action:** None.
- 7 **Committee Reports:**
 - A **Station 811 committee:** Building site permeability study completed by Carl Rittman. Lee Welty will not be at the community meeting to be held June 2, 2010. The cost for the fire station is approx \$1.8 million. With the new fire station building fund bank accounts we will be able to take credit card donations.
 - B **Vehicle committee:** There are a few outstanding bills that will be coming in
 - C **Fund raising committee:** Suzanne Norgaard from the community foundation will be meeting with the committee June 28, 2010 at 4:30 pm at Ken's home. A notice will be posted so that anyone interested can attend
- 8 **Directors' discussion:** None
- 9 **Next meeting schedule:** Tuesday June 29th, 2010 7:30 pm Station 810.
- 10 **Adjournment:** Meeting was adjourned at 8:35pm.