



Albion Little River Fire Protection District

REGULAR MEETING AGENDA

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

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

11. 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 May, 2017, by Ted Williams**• Incident Log**

- **201703716 04/01/2017 1633**
 - FIRE; RESIDENTIAL ALARM; 28241 ALBION RIDGE RD, ALBION
 - Call canceled; false alarm
 - Marshall Brown
 - Available: 1636
- **201703758 04/02/2017 1532**
 - MEDICAL, BRAVO;; 39700 LITTLE RIVER AIRPORT RD, LITTLE RIVER
 - Sam Levine
 - Leslie Hrbacek
 - Marshall Brown (8130)(canceled)
 - Andrea Pennebaker (canceled)
 - John Crowningshield (8132)(canceled)
 - On Scene: 1545
 - Available: 1613
- **201704186 04/13/2017 1540**
 - MEDICAL DELTA; 5200 N. HWY 1 (HERITAGE HOUSE), LITTLE RIVER
 - Ted Williams
 - Marshall Brown (8132)
 - John Crowningshield
 - Jaime Placido
 - Sam Levine
 - Debbi Wolfe
 - Steve Wolfe
 - On Scene: 1549
 - Available: 1641
- **201704305 04/16/2017 2017**
 - MEDICAL DELTA; 3000 N. HWY 1 (LEDFOORD HOUSE); ALBION
 - Ted Williams
 - Marshall Brown
 - Andrea Pennebaker
 - Leslie Hrbacek (8130)
 - Citlali Calvillo
 - Sam Levine
 - Serena Randolph
 - Austin Williams
 - On Scene: 2037
 - Available: 2052
- **201704376 04/18/2017 1934**
 - MEDICAL DELTA; 6379 BLK ALBION LITTLE RIVER RD, LITTLE RIVER
 - Ted Williams (8162)
 - Marshall Brown (8162)
 - Michael Rees (8162)
 - Kevin Spring (8162)
 - Jaime Placido

- Citlali Calvillo (8130)
- Leslie Hrbacek
- Sam Levine
- John Crowningshield
- Rob Marcello
- On Scene: 1946
- Available: 2011
- **201704463 04/20/2017 2200**
 - MEDICAL DELTA; 30900 ALBION RIDGE RD, ALBION
 - Ted Williams
 - Andrea Pennebaker
 - Citlali Calvillo
 - Leslie Hrbacek(8130)
 - Serena Randolph (8130)
 - Austin Williams (8130)
 - Michael Rees (8130)
 - Marshall Brown (8130)
 - On Scene: 2213
 - Available: 2321
- **201704528 04/22/2017 1631**
 - WATER RESCUE; HWY 1/ALBION RIDGE RD, MP 43.55, ALBION
 - Mutual Aid provided by: CalFire, Copter 101, REACH, Coast Guard
 - Ted Williams
 - Marshal Brown
 - Michael Rees
 - John Crowningshield
 - Jaime Placido
 - Leslie Hrbacek
 - Serena Randolph
 - Steve Crowningshield
 - Citlali Calvillo (8130)
 - On Scene: 1705
 - Available: 1802
- **201704559 04/23/2017 1600**
 - ELECTRICAL HAZARD; ALBION RIDGE RD/F ROAD, ALBION
 - Marshall Brown (8162)
 - Michael Rees (8162)
 - Leslie Hrbacek (8162)
 - Harolde Searles
 - Andrea Pennebaker
 - Rob Marcello (8131)
 - Serena Randolph
 - On Scene: 1610
 - Available: 1702
- **201704573 04/24/2017 0737**
 - FIRE, RESIDENTIAL ALARM; 28241 ALBION RIDGE RD, ALBION

- FALSE ALARM, CANCELED
- Ted Williams
- Andrea Pennebaker
- Rob Marcello
- Leslie Hrbacek
- Kevin Spring
- Available: 0739
- **201704634 04/25/2017 1720**
 - MEDICAL BRAVO; 41301 LITTLE RIVER F RD/41333 SUNDEW RD, LR
 - 1144 Confirmation; Scene turned over to MCSO
 - Ted Williams
 - John Crowningshield (8132)
 - Jaime Placido
 - On Scene: 1745
 - Available: 1845
- **201704644 04/25/2017 1926**
 - MEDICAL/TRAFFIC COLLISION; 5200 N. HWY 1, LR
 - Ted Williams (8162)
 - Michael Rees
 - John Crowningshield (8180)
 - Andrea Pennebaker
 - Jaime Placido
 - Leslie Hrbacek
 - Kevin Spring
 - Serena Randolph (canceled)
 - On Scene:
 - Available: 2053
- **201704677 04/26/2017 1636**
 - MEDICAL DELTA; 31501 MIDDLE RIDGE RD, ALBION
 - John Crowningshield (8132)
 - Andrea Pennebaker
 - Marshall Brown (diverted)
 - Michael Rees (diverted)
 - Leslie Hrbacek (diverted)
 - Jaime Placido (diverted)
 - Steve Crowningshield (diverted)
 - On Scene: 1703
 - Available: 1736
- **201704678 04/26/2017 1644**
 - MEDICAL//TRAFFIC COLLISION; HWY 128, MP 7.5, ALBION
 - Ted Williams (8130)
 - Marshall Brown (8162)
 - Michael Rees (8162)
 - Leslie Hrbacek (8162)
 - Jaime Placido
 - Rob Marcello

- Steve Crowningshield
- John Crowningshield (diverted, in 8132)
- Andrea Pennebaker (diverted, in 8132)
- On Scene: 1700
- Available: 1800
- **2017004816 04/29/2017 1801**
 - MEDICAL, ALPHA: WOODS 43300 LITTLE RIVER AIRPORT RD, #124 LTR
 - John Crowningshield 8132 IC
 - Steve Crowningshield
 - Sam Levine, Med Gp
 - Leslie Hrbacek
 - Michael Rees 8130
 - On Scene: 1824
 - Available: 1834
- **201704830 04/30/2017 0227**
 - PUBLIC ASSIST: WOODS 43300 LITTLE RIVER AIRPORT RD, #121, LTR
 - Sam Levine IC, Med Gp
 - Steve Crowningshield (canceled)
 - On Scene: 0244
 - Available: 0323



Albion Little River Fire Protection District

REGULAR MEETING MINUTES

Monday, April 17, 2017, 8:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:** Meeting called to order 8:01 pm by President Issel. Directors Taeger and Roat present. Also present were Chief Williams, one firefighter, and 8 members of the public.
2. **Motion by Secretary Alan Taeger to adopt agenda:** Motion carried by unanimous vote of the board.
3. **Public communication to the board:** Several members of the public expressed concern with proposed fire department use of a portion or portions of Albion School property for fire department functions. A short discussion ensued concerning the facility needs of the fire department.
4. **Chief's report:** (See packet.)
5. **Consent calendar:** Approved by unanimous consent of the board of directors.
 - a. **Approval of the March 20, 2017 regular meeting minutes.**
 - b. **Acceptance of April 17, 2017 correspondence report.**
 - c. **Acceptance of the February, 2017 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):** Director Issel introduced Steve Acker as a candidate for a vacant board position. Mr. Acker is a long time area resident and former firefighter. Director Taeger made a motion to request the county board of supervisors to appoint Mr. Acker to the ALRFPD board. Motion passed by unanimous vote of the board of directors.
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 Issel to adopt Resolution 20170417 authorizing the execution and delivery of an Equipment Lease-Purchase Agreement, an Escrow Agreement and Equipment Schedule for the acquisition of 8130 Rescue vehicle replacement:** Motion passed by unanimous vote of the board.
 - b. **Motion by Director Issel to adopt proposed alternate Accounts Payable Protocol modifying Protocol adopted at March 20, 2017 regular meeting:** Proposed alternate protocol adopted by unanimous vote of the board.
 - c. **Motion by Director Issel to create a resolution for ALRFPD to file with the State Controller Office as a Special District agency that can solicit public work bids from an informal bidding list.** Tabled for further development.
10. **Committee Reports:**
 - a. **Public Relations standing committee – Issel, Taeger:** Director Issel reported progress on development of a new website and district operations program for the district using a system specifically developed to assist California Special Districts.
 - b. **Ad hoc committees:**

i. **Dormant committees:**

1. **Friends of ALRFPD**

ii. **Active committees:**

1. **Long Term Budget Plan - Issel, Taeger:** No report

2. **Facilities and Apparatus –Issel, Taeger:** Director Issel reported on a Facilities and Apparatus Committee meeting held immediately prior to the regular meeting for discussion of the potential value of constructing one or more temporary structures at one or more existing fire department properties until more lasting arrangements can be made. Director Issel also reported on the build status of the three new district vehicles: Tender – build complete, waiting for final outfitting and testing at Golden State facility in Sacramento; Pumper – Under construction, expected delivery around June; Rescue – Contract signed, construction to begin shortly.

3. **Mendocino Association of Fire Districts – Taeger:** Director Taeger reported that Prop 172 funds allocated to fire districts through the efforts of the fire districts association (\$13,154.00 to ALRFPD) have been released and will be distributed to all agencies shortly.

4. **Strategic planning – Issel, Taeger:** Director Issel reported that this project is to be reactivated soon.

5. **Litigation – Issel, Taeger:** No report.

6. **Operations – Issel:** No report.

11. **Directors Discussion:** A member of the public expressed the opinion that serving firefighters should not be members of the board of directors.

12. **Adjournment:** Meeting adjourned 9:52 pm.



REGULAR MEETING MONDAY, MAY 15, 2017

CORRESPONDENCE REPORT

- April 30, 2017 -Received letter by USPS from Redwood Coast Fuels announcing merger with Eel River Fuels (district vendor).
- May 7, 2017 -Received email from Ben MacMillan, Mendocino County Association of Fire Districts with attached final signed Prop 172 funds distribution agreement for FY 2016-2017.
- May 8, 2017 -Received email from Mendocino County Treasurer with attached quarterly county investment reports.
- May 9, 2017 -Received letter by USPS from Mendocino LAFCo with notice of public hearing to adopt final FY 2017-18 LAFCo budget. Hearing to be held in MC board of supervisors chambers 9:00am June 5, 2017.
- May 10, 2017 -Received letter by USPS from Bank of the West with notice of unclaimed property (unclaimed cashier's check) and included Declaration of Lost Cashier's Check form.

9:55 AM

05/11/17

Accrual Basis

010
Albion Little River Fire Protection District
Balance Sheet
As of March 31, 2017

	<u>Mar 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Building Fund - Checking	10,642.47
County Held Funds	338,952.50
District Checking	18,621.44
Fire Department - Donations	174,499.54
Total Checking/Savings	<u>542,715.95</u>
Total Current Assets	542,715.95
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>963,314.95</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	588,887.94
Retained Earnings	357,110.98
Net Income	17,316.03
Total Equity	<u>963,314.95</u>
TOTAL LIABILITIES & EQUITY	<u>963,314.95</u>

Albion Little River Fire Protection District
 Donation Revenue & Expenses Detail

July 2016 through March 2017

9:58 AM

05/11/17

Accrual Basis

Type	Date	Num	Adj	Name	Class	Clr	Split	Debit	Credit	Balance
Income										
82-4100-INTEREST INCOME										
Deposit	07/29/2016				FD Donat...		Fire Departme...		5.43	5.43
Deposit	08/31/2016				FD Donat...		Fire Departme...		5.34	10.77
Deposit	09/30/2016				FD Donat...		Fire Departme...		5.42	16.19
Deposit	10/31/2016			Savings Bank Of Me...	FD Donat...		Fire Departme...		6.09	22.28
Deposit	11/30/2016				FD Donat...		Fire Departme...		6.06	28.34
Deposit	12/30/2016				FD Donat...		Fire Departme...		6.40	34.74
Deposit	01/30/2017				FD Donat...		Fire Departme...		6.83	41.57
Deposit	02/28/2017				FD Donat...		Fire Departme...		6.37	47.94
Deposit	03/31/2017				FD Donat...		Fire Departme...		7.27	55.21
Total 82-4100-INTEREST INCOME								0.00	55.21	55.21
82-7705 Donations										
Business										
Deposit	08/10/2016	5818			FD Donat...		Fire Departme...		400.00	400.00
Deposit	11/19/2016	88246		LITTLE RIVER INN	FD Donat...		Fire Departme...		500.00	900.00
Deposit	12/15/2016	7492			FD Donat...		Fire Departme...		150.00	1,050.00
Total Business								0.00	1,050.00	1,050.00
Individual										
Deposit	07/11/2016	4629			FD Donat...		Fire Departme...		275.00	275.00
Deposit	08/10/2016	9767			FD Donat...		Fire Departme...		110.00	385.00
Deposit	08/21/2016				FD Donat...		Fire Departme...		100.00	485.00
Deposit	09/26/2016	4419			FD Donat...		Fire Departme...		200.00	685.00
Deposit	10/13/2016	1762		Craig Davis	FD Donat...		Fire Departme...		3,500.00	4,185.00
Deposit	10/13/2016	1042		The Daley Family Fo...	FD Donat...		Fire Departme...		500.00	4,685.00
Deposit	11/19/2016				FD Donat...		Fire Departme...		500.00	5,185.00
Deposit	12/27/2016				FD Donat...		Fire Departme...		5,000.00	10,185.00
Deposit	12/27/2016				FD Donat...		Fire Departme...		2,900.00	13,085.00
Deposit	01/05/2017	2104			FD Donat...		Fire Departme...		1,500.00	14,585.00
Deposit	01/11/2017	1074			FD Donat...		Fire Departme...		1,500.00	16,085.00
Deposit	02/09/2017	00563...		-MULTIPLE-	FD Donat...		Fire Departme...		4,185.00	20,270.00
Deposit	02/10/2017	00494...			FD Donat...		Fire Departme...		2,435.00	22,705.00
Deposit	03/06/2017	3309			FD Donat...		Fire Departme...		100.00	22,805.00
Deposit	03/20/2017	00644...		JEANNETTE RASKER	FD Donat...		Fire Departme...		35.00	22,840.00
Total Individual								0.00	22,840.00	22,840.00
82-7705 Donations - Other										
Deposit	07/11/2016	152850		RECYCLE PROGRAM	FD Donat...		Fire Departme...		64.76	64.76
Deposit	07/11/2016	152411		RECYCLE PROGRAM	FD Donat...		Fire Departme...		69.75	134.51
Deposit	07/11/2016	153118		RECYCLE PROGRAM	FD Donat...		Fire Departme...		77.00	211.51
Deposit	07/11/2016	001394		THE WOODLANDE...	FD Donat...		Fire Departme...		2,000.00	2,211.51
Deposit	07/26/2016	153306		RECYCLE PROGRAM	FD Donat...		Fire Departme...		214.88	2,426.39
Deposit	07/28/2016	3077			FD Donat...		Fire Departme...		60.00	2,486.39
Deposit	07/28/2016	1145			FD Donat...		Fire Departme...		50.00	2,536.39
Deposit	07/28/2016	3215			FD Donat...		Fire Departme...		2,900.00	5,436.39
Deposit	07/28/2016	1283			FD Donat...		Fire Departme...		1,250.00	6,686.39
Deposit	08/05/2016				FD Donat...		Fire Departme...		100.00	6,786.39
Deposit	08/10/2016			RECYCLE PROGRAM	FD Donat...		Fire Departme...		75.07	6,861.46
Deposit	08/10/2016				FD Donat...		Fire Departme...		60.00	6,921.46
Deposit	08/17/2016	2466			FD Donat...		Fire Departme...		100.00	7,021.46
Deposit	08/21/2016	154004		RECYCLE PROGRAM	FD Donat...		Fire Departme...		66.05	7,087.51
Deposit	08/24/2016	154832		RECYCLE PROGRAM	FD Donat...		Fire Departme...		84.65	7,172.16
Deposit	08/31/2016			RECYCLE PROGRAM	FD Donat...		Fire Departme...		57.64	7,229.80
Deposit	09/05/2016	1413		THE WOODLANDE...	FD Donat...		Fire Departme...		32.50	7,262.30
Deposit	09/07/2016	155046		RECYCLE PROGRAM	FD Donat...		Fire Departme...		79.83	7,342.13
Deposit	09/26/2016	155413		RECYCLE PROGRAM	FD Donat...		Fire Departme...		104.60	7,446.73
Deposit	09/26/2016	1417		THE WOODLANDE...	FD Donat...		Fire Departme...		2,000.00	9,446.73
Deposit	09/26/2016	155591		RECYCLE PROGRAM	FD Donat...		Fire Departme...		49.49	9,496.22
Deposit	09/26/2016	154697		RECYCLE PROGRAM	FD Donat...		Fire Departme...		96.55	9,592.77
Deposit	09/26/2016	233		Albion-Little River Fi...	-MULTIP...		Fire Departme...		6,689.18	16,281.95
Deposit	10/13/2016	12792		Mendocino Coast H...	FD Donat...		Fire Departme...		1,500.00	17,781.95
Deposit	10/13/2016	156374		RECYCLE PROGRAM	FD Donat...		Fire Departme...		42.24	17,824.19
Deposit	10/13/2016				FD Donat...		Fire Departme...		1,358.00	19,182.19
Check	10/18/2016				FD Donat...		Fire Departme...	500.00		18,682.19
Deposit	10/31/2016	198			FD Donat...		Fire Departme...		500.00	19,182.19
Deposit	10/31/2016	157293		Waste Management	FD Donat...		Fire Departme...		57.22	19,239.41
Deposit	10/31/2016	157293		Waste Management	FD Donat...		Fire Departme...		37.28	19,276.69
Deposit	10/31/2016	157211		Waste Management	FD Donat...		Fire Departme...		85.81	19,362.50
Deposit	11/14/2016	157401		Waste Management	FD Donat...		Fire Departme...		30.04	19,392.54
Deposit	11/23/2016			Waste Management	FD Donat...		Fire Departme...		33.97	19,426.51
Deposit	11/23/2016				FD Donat...		Fire Departme...		1,000.00	20,426.51
Deposit	12/05/2016	158279		Waste Management	FD Donat...		Fire Departme...		95.63	20,522.14
Deposit	12/14/2016				FD Donat...		Fire Departme...		16.00	20,538.14
Deposit	12/14/2016	158430		Waste Management	FD Donat...		Fire Departme...		97.05	20,635.19
Deposit	12/15/2016	2603		WHITESBORO GRA...	FD Donat...		Fire Departme...		1,096.00	21,731.19
Deposit	12/27/2016	158945		Waste Management	FD Donat...		Fire Departme...		84.08	21,815.27
Deposit	01/11/2017			Waste Management	FD Donat...		Fire Departme...		72.08	21,887.35
Deposit	03/06/2017	160729		Waste Management	FD Donat...		Fire Departme...		162.61	22,049.96
Deposit	03/06/2017	234		Albion-Little River FL...	-MULTIP...		Fire Departme...		900.00	22,949.96
Deposit	03/20/2017	160968		Waste Management	FD Donat...		Fire Departme...		70.41	23,020.37
Deposit	03/20/2017	232			FD Donat...		Fire Departme...		99.91	23,120.28
Total 82-7705 Donations - Other								500.00	23,620.28	23,120.28
Total 82-7705 Donations								500.00	47,510.28	47,010.28
BBQ INCOME										

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

9:58 AM

05/11/17

Accrual Basis

July 2016 through March 2017

Type	Date	Num	Adj	Name	Class	Clr	Split	Debit	Credit	Balance
Deposit	08/10/2016				FD Donat...		Fire Departme...		65.00	65.00
Deposit	08/10/2016				FD Donat...		Fire Departme...		278.00	343.00
Deposit	08/10/2016				FD Donat...		Fire Departme...		380.00	723.00
Deposit	08/10/2016				FD Donat...		Fire Departme...		475.00	1,198.00
Deposit	08/10/2016				FD Donat...		Fire Departme...		400.00	1,598.00
Total BBQ INCOME								0.00	1,598.00	1,598.00
Total Income								500.00	49,163.49	48,663.49
Gross Profit								500.00	49,163.49	48,663.49
Expense										
86-2170-DISTRICT OFFICE SUPPLIE										
Paper, Ink, Materials										
Check	09/14/2016	1047		Beckman Printing & ...	FD Donat...		Fire Departme...	39.95		39.95
Total Paper, Ink, Materials								39.95	0.00	39.95
Total 86-2170-DISTRICT OFFICE SUPPLIE								39.95	0.00	39.95
86-2181-AUDITING & FISCAL SERVI										
Check	10/18/2016			Savings Bank Of Me...	FD Donat...		Fire Departme...	7.00		7.00
Check	03/31/2017				FD Donat...		Fire Departme...	5.00		12.00
Total 86-2181-AUDITING & FISCAL SERVI								12.00	0.00	12.00
Suspense										
Check	08/05/2016			Pierce	FD Donat...		Fire Departme...	47,824.78		47,824.78
Check	08/05/2016			Savings Bank Of Me...	FD Donat...		Fire Departme...	30.00		47,854.78
Deposit	08/08/2016			Albion-Little River Fi...	FD Donat...		Fire Departme...		42,824.78	5,030.00
Deposit	09/26/2016	035529		Santa Cruz County ...	FD Donat...		Fire Departme...		10.00	5,020.00
Deposit	03/20/2017				FD Donat...		Fire Departme...		5,020.00	0.00
Total Suspense								47,854.78	47,854.78	0.00
Total Expense								47,906.73	47,854.78	51.95
Net Income								48,406.73	97,018.27	48,611.54

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

	Jul '16 - Mar 17	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	2,467.73	2,555.00	-87.27	96.6%
82-1130-SB813 SUPPLEMENTAL TAX	513.67	397.00	116.67	129.4%
82-1210-PRIOR SECURED TAX	5.60			
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	797.71	0.00	797.71	100.0%
82-5481-HOMEOWNER PROPERTY TAX	354.83	731.00	-376.17	48.5%
82-7700-OTHER	9,143.63	0.00	9,143.63	100.0%
82-7705 Donations	0.00	0.00	0.00	0.0%
BBQ INCOME	0.00	0.00	0.00	0.0%
Total Income	162,294.85	273,398.78	-111,103.93	59.4%
Gross Profit	162,294.85	273,398.78	-111,103.93	59.4%
Expense				
86-1014-MISC EMPLOYEE BENEFITS	715.00	2,000.00	-1,285.00	35.8%
86-1035-WORKERS COMPENSATION IN	9,381.00	9,340.00	41.00	100.4%
86-2050-CLOTHING & PERSONAL ITE	3,621.80	15,000.00	-11,378.20	24.1%
86-2060-COMMUNICATIONS	3,189.63	2,500.00	689.63	127.6%
86-2080-FOOD	292.73	1,000.00	-707.27	29.3%
86-2101-INSURANCE GENERAL	8,950.00	9,268.00	-318.00	96.6%
86-2120-MAINTENANCE EQUIPMENT	16,297.86	35,000.00	-18,702.14	46.6%
86-2130-MAINTENANCE STRUCTURES	349.82	3,500.00	-3,150.18	10.0%
86-2140-MEDICAL, LAB SUPPLIES	2,129.88	5,000.00	-2,870.12	42.6%
86-2150-MEMBERSHIPS	872.00	1,300.00	-428.00	67.1%
86-2170-DISTRICT OFFICE SUPPLIE	2,153.76	2,500.00	-346.24	86.2%
86-2181-AUDITING & FISCAL SERVI	9,062.75	15,000.00	-5,937.25	60.4%
86-2185-MED AND DENTAL	609.40	1,500.00	-890.60	40.6%
86-2187-EDUCATION & TRAINING	3,560.19	7,500.00	-3,939.81	47.5%
86-2189-PROFESIONAL & SPECIAL S	24,101.82	34,500.00	-10,398.18	69.9%
86-2210-RENT LEASES	54.00	54.00	0.00	100.0%
86-2220-SMALL TOOLS & SUPPLIES	6,513.14	10,000.00	-3,486.86	65.1%
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	4,319.90	5,000.00	-680.10	86.4%
86-3113-PAYMNTS TO GOVT AGENCIE	2,170.33	1,600.00	570.33	135.6%
86-3310 Interest	13,683.02	21,068.47	-7,385.45	64.9%
86-3311 Principal	11,316.98	16,431.53	-5,114.55	68.9%
86-4360-BUILDINGS & IMPROVEMENT	0.00	140,000.00	-140,000.00	0.0%
86-4370-EQUIPMENT (PURCHASE)	65,966.72	77,824.78	-11,858.06	84.8%
BBQ	0.00	0.00	0.00	0.0%
Suspense	1,840.04	0.00	1,840.04	100.0%
Total Expense	193,589.35	432,386.78	-238,797.43	44.8%

10:00 AM

05/11/17

Accrual Basis

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

	<u>Jul '16 - Mar 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Income	<u>-31,294.50</u>	<u>-158,988.00</u>	<u>127,693.50</u>	<u>19.7%</u>



Albion Little River Fire Protection District

May 15, 2017

Proposed FY 2016-2017 Budget Amendments:

1. Current FY budget for expense category 86-2060-Communications is \$2,500.00.
 - a. This amount is not enough to cover communications expenses. Previous FY 2015-2016 budget and prior year budgets had allocations of \$4,000.00. In addition, in January, 2017 ATT charges doubled. It is projected we will need \$5,000.00 in this budget category.
 - b. **Proposed budget increase - \$2,500.00 to a total of \$5,000.00.**
2. Current Budget for expense category 86-2189 – Professional & Special Services is \$34,500.00.
 - a. Current projected requirements for budget category:
 - i. District Counsel

1. Expense through March 31, 2017 -	\$20,500.00
2. Current invoice	\$ 2,600.00
3. Counsel's estimate to EOFY	\$ 8,000.00
 - ii. County Auditor Fees

	\$ 2,094.52
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 - iii. Heather Paulson

	\$ 3,500.00
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 - iv. Enterprise Software Integration

	<u>\$ 2,000.00</u>
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 - v. Total

	\$38,694.52
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 - b. **Proposed budget increase - \$4,500.00 to a total of \$39,000.00**
3. Current FY budget for expense category 86-3113-Payments to Government Agencies is \$1,600.00.
 - a. FY Budget planning did not anticipate registration costs of new vehicle.
 - b. **Proposed budget increase - \$ 900.00 to a total of \$2,500.00**
4. Current FY budget for expense category 86-4370-Equipment (Purchase) is \$77,824.78.
 - a. Category expense through March 31, 2017 - \$66,000.00
 - b. Estimated cost to equip new tender - \$23,000.00
 - c. **Proposed budget increase - \$22,175.22 to a total of \$100,000.00**

Total proposed budget increase - \$30,075.22

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
GENERAL BUDGET FY 2016-2017**

ESTIMATED FUNDS AVAILABLE SUMMARY

TOTAL ESTIMATED REVENUE (ALL SOURCES) FOR 2016-2017	\$334,867.00
TOTAL FUNDS BALANCE (ALL ACCOUNTS) AS OF 6/30/2016	\$504,821.48
ESTIMATED TOTAL DISTRICT FUNDS AVAILABLE FOR APPROPRIATIONS IN 2016-2017	<u>\$839,688.48</u>
(Appropriations must not exceed this amount)	

ESTIMATED REVENUE FY 2016-2017

TAX REVENUE		
821110	CURRENT SECURED TAX	\$77,691.00
821120	CURRENT UNSECURED TAX	\$2,555.00
821130	SB 813 SUPPLEMENTAL TAX	\$397.00
?	PROP 172 DISPURSEMENT	\$13,154.00
821220	PRIOR UNSECURED TAX	\$74.00
821300	SPECIAL TAX (FIRE ASSESSMENTS)	\$180,000.00
821600	TIMBER TAX	\$265.00
824100	INTEREST	\$0.00
825481	HOMEOWNERS PROPERTY TAX RELIEF	\$731.00
TOTAL ESTIMATED TAX REVENUE		\$274,867.00
OTHER REVENUE		
	DONATIONS	\$60,000.00
	FIRE STATION FUND	\$0.00
TOTAL ESTIMATED OTHER REVENUE		\$60,000.00
TOTAL ESTIMATED REVENUE FY 2016-2017		\$334,867.00

FUNDS BALANCE AS OF 6/30/2016

	SPECIAL TAX FUNDS	\$103,709.00
	OTHER COUNTY HELD TAX FUNDS	\$264,581.00
	DONATIONS FUND	\$125,888.00
	FIRE STATION FUND	\$10,643.48
TOTAL FUNDS BALANCE AS OF 6/30/2016		\$504,821.48

DISTRICT FUNDS APPROPRIATIONS FY 2016-2017

CONTINGENCIES		
860010	MEASURE M CONTINGENCY RESERVE	\$60,000.00
860011	SPECIAL CONTINGENCY RESERVE (DEBT COLLATERAL)	\$42,824.78
TOTAL CONTINGENCY RESERVE		\$102,824.78
SALARY & BENEFITS		
861014	MISCELLANEOUS EMPLOYEE BENEFITS	\$2,000.00
861035	WORKERS COMPENSATION INSURANCE	\$9,340.00
TOTAL SALARY & BENEFITS		\$11,340.00
SERVICES & SUPPLIES		
862050	CLOTHING & PERSONAL ITEMS	\$15,000.00
862060	COMMUNICATIONS	\$2,500.00
862080	FOOD	\$1,000.00
862101	INSURANCE - GENERAL	\$9,268.00
862120	MAINTENANCE - EQUIPMENT	\$35,000.00
862130	MAINTENANCE - STRUCTURES & GROUNDS	\$3,500.00
862140	MEDICAL, DENTAL & LAB SUPPLIES	\$5,000.00
862150	MEMBERSHIPS	\$1,300.00
862170	OFFICE EXPENSE	\$2,500.00
862181	AUDITING & FISCAL SERVICES	\$15,000.00
862185	MEDICAL, DENTAL SERVICES	\$1,500.00
862187	EDUCATION & TRAINING	\$7,500.00
862189	PROFESSIONAL & SPECIAL SERVICES - OTHER	\$39,000.00
862210	RENTS & LEASES BUILDINGS & GROUNDS	\$54.00
862220	SMALL TOOLS & INSTRUMENTS	\$10,000.00
862231	ELECTION SUPERVISION & SERVICES	\$500.00
862250	TRANSPORTATION & TRAVEL	\$15,000.00
862260	UTILITIES	\$5,000.00
TOTAL SERVICES & SUPPLIES		\$171,122.00
OTHER APPROPRIATIONS		
863113	PAYMENTS TO OTHER GOVERNMENT AGENCIES	\$2,500.00
863310	INTEREST	\$21,068.47
863311	PRINCIPAL	\$16,431.53
864360	STRUCTURES & IMPROVEMENTS	\$140,000.00
864370	EQUIPMENT	\$100,000.00
TOTAL OTHER APPROPRIATIONS		\$280,000.00
TOTAL APPROPRIATIONS		\$565,286.78
ESTIMATED FUNDS BALANCE OVER/UNDER APPROPRIATIONS		\$274,401.70



Albion Little-River Fire Protection District

May 1, 2017

Jason Morse, Superintendent
Mendocino Unified School District
PO Box 1154
Mendocino, CA 95460

Subject: Request for Interim Use of Utility Room Space within Albion School

Dear Mr. Morse

This correspondence is intended to publicly confirm our position expressed in early April, thanking you for the consideration MUSD has provided ALRFPD. In early February, when we first met, our understanding was that Albion School was seriously being considered for surplus. In response, to a mounting urgency for our facility demands, we meet to discuss and prepare a "feasible" proposal submission to your facilities committee to meet our needs. However, the dynamics of Albion School educational programs, and community expression of concerns, have resulted in a series of refocused solutions to a set of what has proven to be constantly changing circumstances.

We certainly understand and appreciate your decision to defer your Board's consideration of what would have been a minimum interim request for utility room space. We agree that both MUSD and ALRFPD must gain clarity on emerging alternatives which were not under consideration when we first met 3 months ago. For these and related community concerns that we hold in mutual interest, we are presently pursuing other facility alternatives. Please express our gratitude to your Board for their time and consideration, while accepting our thanks for yours.

Sincerely,

Michael Issel
Director, President

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