



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING AGENDA

Monday, February 18, 2019, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. Call to order and determination of a quorum.
2. Motion by Secretary Steve Acker to adopt agenda:
3. Public communication to the board: (see Letter in packet) 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.) MCAFD continued from January 21 and availability of prop. 1 funds
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 January 21, 2018 regular meeting minutes.
 - b. Acceptance of February, 2019 correspondence report.
 - c. Acceptance of submitted current financial report
6. Items for discussion and possible action:
 - a. Motion by director Issel resolution for funds
 - b. Motion by director Greenberg to adopt revised donation policy (see packet).
7. Committee Reports:
 - a. Facilities –Issel
 - b. Resource Outreach- Greenberg progress on news letter
 - c. Apparatus – Acker (see packet)
 - d. Treasurers report-Welty
8. Directors Discussion:
 - a. Auxiliary barbeque permit application.
 - b. Report on new proposal for CRV collection (see packet)
 - c. Recourse for parking violations by delivery vehicles in front of 810
 - d. Alternative ALRFPD Board meeting day
9. Closed Session: MRC tax dispute, provision for emergency services, legal implications of DeGrassi letter response.
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 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 Department Report, 1 February, 2019, by Ted Williams**• Incident Log**

- **2019000054 01/02/2019 1414**
 - TRAFFIC COLLISION/MEDICAL; 39851 LITTLE RIVER AIRPORT ROAD, LR
 - Vehicle off cliff, non-injury accident, call canceled by CHP
 - Leslie Hrbacek (8130)
 - Marshall Brown (8162)
 - Michael Rees (8162)
 - Andrea Pennebaker
 - Available: 1425
- **20190000419 01/11/2019 1036**
 - MEDICAL CHARLIE; 41451 LITTLE RIVER AIRPORT ROAD, LR
 - Shaun Lindeblad (8132)
 - Andrea Pennebaker
 - Debbi Wolfe
 - On Scene: 1055
 - Available: 1114
- **2019000436 01/11/2019 1641**
 - HAZARDOUS CONDITIONS; 5200 N. HIGHWAY 1, LR (HERITAGE HOUSE)
 - Ted Williams
 - On Scene: 1643
 - Available: 1649
- **2019000437 01/11/2019 1650**
 - HAZARDOUS CONDITIONS; 5741 N. HIGHWAY 1 (TOP OF THE HILL RD.), LR
 - Ted Williams
 - Michael Rees
 - Shaun Lindeblad
 - On Scene: 1659
 - Available: 1731
- **2019000474 01/12/2019 1618**
 - TRAFFIC COLLISION/MEDICAL; 3338 N. HIGHWAY 1/34900 ALBION RIDGE ROAD, ALBION
 - Unable to Locate, Call Canceled by CHP
 - Ted Williams
 - Michael Rees
 - Kenyon Begley (8130)
 - Steve Wolfe
 - Debbi Wolfe
 - Roger Nell
 - Available: 1645
- **2019000480 01/12/2019 1832**
 - MEDICAL ALPHA; 6040 N. HIGHWAY 1, LR
 - Michael Rees (8130)
 - Kenyon Begley (8130)
 - Shaun Lindeblad (8132)

- On Scene: 1849
- Available: 1913
- **2019000560 01/14/2019 1718**
 - TRAFFIC COLLISION/MEDICAL; HWY 1-DARK GULCH, MP 44.98, LR
 - Michael Rees (8162)
 - Shaun Lindeblad (8132)
 - Kenyon Begley (8130)
 - Jaime Placido (8181)
 - Debbi Wolfe
 - Steve Wolfe
 - Ted Williams (canc)
 - Laurie Starr (canc)
 - On Scene: 1744
 - Available: 1806
- **2019000653 01/16/2019 1812**
 - HAZARDOUS CONDITIONS; 29261 ALBION RIDGE ROAD, ALBION
 - Michael Rees
 - Andrea Pennebaker (8162)
 - Kenyon Begley (8130)
 - Shaun Lindeblad (8132)
 - Laurie Starr
 - On Scene: 1847
 - Available: 1943
- **2019000659 01/16/2019 1829**
 - HAZARDOUS CONDITIONS; 28702 ALBION RIDGE ROAD, ALBION
 - Michael Rees
 - Andrea Pennebaker (8162)
 - Kenyon Begley (8130)
 - Shaun Lindeblad (8132)
 - Laurie Starr
 - On Scene: 1846
 - Available: 1943
- **2019000674 01/16/2019 1957**
 - PUBLIC ASSIST/AGENCY; HIGHWAY 128, MP1--8, ALBION
 - Michael Rees (8130)
 - Kenyon Begley (8130)
 - Andrea Pennebaker (8162)
 - Laurie Starr (8162)
 - Shaun Lindeblad (8132)
 - Rob Marcello
 - CalFire Engine 1165
 - Available: 1915
- **2019000760 01/18/2019 1612**
 - MEDICAL BRAVO: 26901 ALBION RIDGE ROAD, ALBION
 - STAGING REQUIRED PER MCSO
 - Ted Williams

- Michael Rees
- Jaime Placido
- Kenyon Begley (8130)
- Laurie Starr
- Kevin Spring (canc)
- At staging area (811): 1629
- Available: 1740
- **2019000850 01/20/2019 1516**
 - MED BRAVO; HIGHWAY 128, MP .75, ALBION
 - Debbi Wolfe
 - Roger Nell
 - Ted Williams (cancelled)
 - Available: 1651
- **2019000851 01/20/2019 1520**
 - MEDICAL CHARLIE; 27100 ALBION RIDGE ROAD, ALBION
 - Ted Williams
 - Andrea Pennebaker
 - Jaime Placido
 - Laurie Starr (8130)
 - On Scene: 1548
 - Available: 1555
- **2019000863 01/20/2019 2216**
 - FIRE, RESIDENTIAL ALARM; 40353 LITTLE RIVER AIRPORT ROAD, LR
 - Ted Williams
 - Michael Rees
 - Andrea Pennebaker (8162)
 - Laurie Starr (8162)
 - Shaun Lindeblad (8132)
 - Kenyon Begley
 - Mutual aid from MVFD
 - On Scene: 2246
 - Available: 0019
- **20190000973 01/23/2019 1627**
 - MEDICAL/TRAFFIC COLLISION; HIGHWAY 128, MP 1.5, ALBION
 - Ted Williams
 - Michael Rees
 - Jaime Placido (8181)
 - Laurie Starr (8130)
 - On Scene: 1632
 - Available: 1748
- **2019001182 01/28/2019 2331**
 - FIRE, RESIDENTIAL ALARM; 28241 ALBION RIDGE ROAD, ALBION
 - False Alarm, call cancelled
 - Ted Williams
 - Andrea Pennebaker (8162)
 - Laurie Starr (8162)

- Shaun Lindeblad (8132)
- On Scene: 2352
- Available: 2357
- **2019001191 01/29/2019 0902**
 - FIRE, RESIDENTIAL ALARM; 28241 ALBION RIDGE ROAD, ALBION
 - False Alarm, call cancelled
 - Shaun Lindeblad (8132)
 - Available: 0903
- **2019001241 01/30/2019 1254**
 - FIRE, VEHICLE; 30500 MIDDLE RIDGE ROAD/29502 ALBION RIDGE ROAD, ALBION
 - Ted Williams (8162)
 - Jaime Placido (8190)
 - Kenyon Begley (8130)
 - Michael Rees
 - Andrea Pennebaker
 - Laurie Starr
 - Leslie Hrbacek
 - On Scene: 1315
 - Available: 1422
- **Maintenance**
 - **Engine 8180**
 - FB Diesel for PTO repair planning, approved by Steve Acker
 - **Engine 8163**
 - air leak stopped. Fort Bragg Diesel inspected.
 - **Engine 8162**
 - Fort Bragg Diesel is analyzing failed primer and tank indicator sensor.



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, January 21, 2019, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum.** Meeting called to order at 7:00 PM by President Greenberg. Board members Issel, Acker and Surles present. Also Present Board Candidate Lee Welty and four members of the public.
2. **Candidate Lee Welty introduced to fill the board vacancy.** The board appointed Lee Welty by unanimous vote of the board to fill the Board vacancy.
 - a. **Motion by director Surles to appoint a Board Treasurer:** Approved by unanimous vote of the board.
 - b. **Motion by director Surles to appoint Lee Welty Board Treasurer:** Approved by unanimous vote of the board.
3. **Motion by Secretary Steve Acker to adopt agenda:** Approved by unanimous vote of the board.
4. **Public communication to the board:** The purpose, aesthetics and need for the concrete barriers at Station 810 was questioned. It was explained that the barriers were needed to protect the newly graveled area in front of 810 and to maintain access for fire trucks. Posting of standing committee meetings on the ALRFPD web site was requested.
5. **Chief's report:** (See packet.) 8130 needs the boot between the cab and box repaired. Directors Issel and Acker will look into warranty and repair.
6. **Consent calendar:** Approved by unanimous vote of the board.
 - a. **Approval of December 17, 2018 regular meeting minutes.**
 - b. **Acceptance of January, 2019 correspondence report.**
 - c. **Acceptance of submitted current financial report**
7. **Items for discussion and possible action:**
 - a. **Motion by director Greenberg to adopt the Mendocino County as Treasurer for ALRFPD.** Motion withdrawn after discussion. Acker will prepare resolution concerning ALRFPD tax funds held by the County.
 - b. **Motion by director Greenberg to adopt donation policy (see packet).** Withdrawn and postponed to next regular meeting.
8. **Committee Reports:**
 - a. **Remarks by Director Greenberg.(see packet)**
 - b. **Facilities –Issel, (see packet) Welty-** Cost to chip seal West Rd and delineate fire lane between fire lane and post office. Further Reach broadband relay is installed and operational to serve greater Albion and Station 810.
 - c. **Resource Outreach-** Greenberg : postponed to next meeting. Surles and Acker will integrate GPS and District censes data to create a more accurate population map overlay to explore USDA grant opportunities.
 - d. **Apparatus – Acker (see packet)** Fort Bragg Diesel will be contacted to repair 8181 PTO and to determine drivability of surplus 8130. Acker to dispose or sell 8192 steel tank and 8130 surplus rescue.
 - e. **LAFCO- Report-Surles (see packet)**
9. **Directors Discussion:**
 - a. **Auxiliary barbecue task assignment report.** Greenberg to submit BBQ tasks to the Auxiliary.
 - b. **Stainless steel tank installation on water tender.** Dan Gates has agreed to complete stainless steel tank installation by January 31, 2019.
 - c. **Application for Facilities use and insurance by non ALRFPD organizations.** No action taken
10. **Closed Session: Property Lease Agreement with the Albion Grocery.** Adjourned to closed session at 8:45 pm. Returned to regular meeting open session at 9:45 pm. No reportable action taken.
11. **Adjournment:** Meeting adjourned at 9:50 pm



**BOARD OF DIRECTORS REGULAR MEETING
MONDAY, FEBRUARY 18, 2019
CORRESPONDENCE REPORT**

- | | |
|------------------|--|
| January 5, 2019 | -Received email from Ted Williams regarding 2018 Incident Response and Regular Training Attendance. |
| January 7, 2019 | -Received by USPS CSDA Professional Development Catalog. |
| January 7, 2019 | -Received letter by USPS from California State Controller outlining upcoming reporting requirements change. |
| January 7, 2019 | -Received letter by USPS from Mendocino County auditor regarding AFP. |
| January 7, 2019 | -Received letter by USPS from State Controller regarding impasse procedures claim instructions. |
| January 17, 2019 | -Received email from DeGrassi Office regarding ALRFPD property parcel and attached letter requesting action on property. |
| January 17, 2019 | -Received letter by USPS from NFPA regarding survey of fire departments for 2018 fire experience. |
| January 17, 2019 | -Received letter by USPS regarding notice of hearing regarding settlement of estate of Judith Brown. |
| January 21, 2019 | -Received email from Further Reach regarding installation of service at station 810. |

Albion Little River Fire Protection District

Balance Sheet

As of January 31, 2019

11:15 AM

02/14/19

Accrual Basis

	Jan 31, 19
ASSETS	
Current Assets	
Checking/Savings	
Fee Service Fund	5,000.00
District Checking	6,686.14
County Held Funds	276,145.30
Building Fund - Checking	10,607.79
Fire Department - Donations	213,607.88
Total Checking/Savings	512,047.11
Other Current Assets	
Loan - A Pennebaker	1,100.00
Total Other Current Assets	1,100.00
Total Current Assets	513,147.11
Fixed Assets	
Accumulated Depreciation	-611,890.00
Building & Improvements	403,552.00
Firefighting Equipment	503,254.00
Land	
escrow fees	2,287.68
Land - Other	375,683.00
Total Land	377,970.68
Total Fixed Assets	672,886.68
TOTAL ASSETS	1,186,033.79
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-700.00
Total Accounts Payable	-700.00
Credit Cards	
Umpqua Bank	-2,011.44
Total Credit Cards	-2,011.44
Total Current Liabilities	-2,711.44
Total Liabilities	-2,711.44
Equity	
30000 · Opening Balance Equity	588,887.94
32000 · Retained Earnings	701,002.13
Net Income	-101,144.84
Total Equity	1,188,745.23
TOTAL LIABILITIES & EQUITY	1,186,033.79

**Albion Little River Fire Protection District
Revenue & Expense Budget vs. Actual**

11:15 AM

02/14/19

Accrual Basis

July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
82-1110 · CURRENT SECURED TAX	0.00	83,618.00	-83,618.00	0.0%
82-1120 · CURRENT UNSECURED TAX	0.00	2,487.00	-2,487.00	0.0%
82-1130 · SB813 SUPPLEMENTAL TAX	0.00	366.00	-366.00	0.0%
82-1220 · PRIOR UNSECURED TAX	0.00	44.00	-44.00	0.0%
82-1300 · SPECIAL TAX	0.00	191,000.00	-191,000.00	0.0%
82-1510 · SALES TAX-PUBLIC SAFETY	14,521.08	14,482.00	39.08	100.3%
82-1600 · TIMBER TAX	0.00	303.00	-303.00	0.0%
82-4100 · INTEREST INCOME	0.00	2,200.00	-2,200.00	0.0%
82-5481 · HOMEOWNER PROPERTY TAX	0.00	749.00	-749.00	0.0%
Total Income	14,521.08	295,249.00	-280,727.92	4.9%
Gross Profit	14,521.08	295,249.00	-280,727.92	4.9%
Expense				
66000 · Payroll Expenses				
taxes	30.63			
wages	808.06			
Total 66000 · Payroll Expenses	838.69			
86-1011 · Regular Employees	0.00	40,000.00	-40,000.00	0.0%
86-1014 · MISC EMPLOYEE BENEFITS	0.00	1,500.00	-1,500.00	0.0%
86-1035 · WORKERS COMPENSATION IN	7,394.00	9,000.00	-1,606.00	82.2%
86-2050 · CLOTHING & PERSONAL ITE	28.00	35,000.00	-34,972.00	0.1%
86-2060 · COMMUNICATIONS				
INTERNET SERVICE				
Comcast	446.60			
INTERNET SERVICE - Other	252.48			
Total INTERNET SERVICE	699.08			
web design	525.00			
WEBHOSTING	144.00			
86-2060 · COMMUNICATIONS - Other	1,158.52	6,000.00	-4,841.48	19.3%
Total 86-2060 · COMMUNICATIONS	2,526.60	6,000.00	-3,473.40	42.1%
86-2080 · FOOD	327.90	2,000.00	-1,672.10	16.4%
86-2101 · INSURANCE GENERAL	11,703.00	11,703.00	0.00	100.0%
86-2120 · MAINTENANCE EQUIPMENT				
Site Maintenance	90.51			
Medical Equipment	501.00			
Radio Maintenance	26.99			
Vehicle Maintenance				
8130	1,113.64			
8131	658.98			
8132	524.04			
8162	865.39			
8163	930.49			
8170	904.01			
8180	8,219.38			
8181	5,328.28			
8190	1,012.05			
8199 Jet Ski	2.42			
Vehicle Maintenance - Other	117.93			
Total Vehicle Maintenance	19,676.61			
86-2120 · MAINTENANCE EQUIPMENT - Other	2,027.85	25,000.00	-22,972.15	8.1%
Total 86-2120 · MAINTENANCE EQUIPMENT	22,322.96	25,000.00	-2,677.04	89.3%
86-2130 · MAINTENANCE STRUCTURES				
Mowing	8.28			
Station 811	300.00			
Station 812				
Gravel	2,652.22			
Station 812 - Other	2,397.87			
Total Station 812	5,050.09			
86-2130 · MAINTENANCE STRUCTURES - Other	2,779.48	7,000.00	-4,220.52	39.7%
Total 86-2130 · MAINTENANCE STRUCTURES	8,137.85	7,000.00	1,137.85	116.3%
86-2140 · MEDICAL, LAB SUPPLIES				
Gasses				
Eureka Oxygen	856.76			
Total Gasses	856.76			
Lab Supplies	932.66			
86-2140 · MEDICAL, LAB SUPPLIES - Other	0.00	6,000.00	-6,000.00	0.0%
Total 86-2140 · MEDICAL, LAB SUPPLIES	1,789.42	6,000.00	-4,210.58	29.8%
86-2150 · MEMBERSHIPS	1,143.00	1,500.00	-357.00	76.2%
86-2170 · DISTRICT OFFICE SUPPLIE				

**Albion Little River Fire Protection District
Revenue & Expense Budget vs. Actual**

July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
late fee	1.86			
Paper, Ink, Materials	163.29			
Postage	104.00			
Printing & Copying Services	13.78			
Software	62.99			
86-2170 · DISTRICT OFFICE SUPPLIE - Other	240.00	5,000.00	-4,760.00	4.8%
Total 86-2170 · DISTRICT OFFICE SUPPLIE	585.92	5,000.00	-4,414.08	11.7%
86-2181 · AUDITING & FISCAL SERVI				
Bank charge	60.00			
Bookkeeping Services	720.00			
86-2181 · AUDITING & FISCAL SERVI - Other	0.00	8,500.00	-8,500.00	0.0%
Total 86-2181 · AUDITING & FISCAL SERVI	780.00	8,500.00	-7,720.00	9.2%
86-2185 · MED AND DENTAL	353.00	1,500.00	-1,147.00	23.5%
86-2187 · EDUCATION & TRAINING				
Food	315.61			
CPR	300.00			
86-2187 · EDUCATION & TRAINING - Other	2,704.85	18,500.00	-15,795.15	14.6%
Total 86-2187 · EDUCATION & TRAINING	3,320.46	18,500.00	-15,179.54	17.9%
86-2189 · PROFESIONAL & SPECIAL SERVICES				
District Counsel Services	9,375.51			
86-2189 · PROFESIONAL & SPECIAL SERVICES - ...	2,075.00	41,000.00	-38,925.00	5.1%
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES	11,450.51	41,000.00	-29,549.49	27.9%
86-2200 · RENT- LEASE EQUIPMENT				
8130 Lease Purchase				
Interest 8130	14,979.60			
Principal 8130	20,160.23			
Total 8130 Lease Purchase	35,139.83			
8181 8191 Lease Purchase				
Interest 8181 8191	12,653.46			
Principal 8181 8191	12,346.54			
Total 8181 8191 Lease Purchase	25,000.00			
86-2200 · RENT- LEASE EQUIPMENT - Other	0.00	95,000.00	-95,000.00	0.0%
Total 86-2200 · RENT- LEASE EQUIPMENT	60,139.83	95,000.00	-34,860.17	63.3%
86-2231 · ELECTION SUPERVISION & SERVICES	0.00	500.00	-500.00	0.0%
86-2250 · TRANSPORTATION & TRAVEL				
FLEET FUEL				
Bulk Fuel Delivery	2,532.02			
FLEET FUEL - Other	295.27			
Total FLEET FUEL	2,827.29			
86-2250 · TRANSPORTATION & TRAVEL - Other	9,853.46	12,000.00	-2,146.54	82.1%
Total 86-2250 · TRANSPORTATION & TRAVEL	12,680.75	12,000.00	680.75	105.7%
86-2260 · UTILITIES				
Albion Water District	270.00			
PG&E	1,168.81			
Suburban Propane	279.77			
Thompson Septic Service	1,367.28			
Waste Management	277.43			
86-2260 · UTILITIES - Other	0.00	6,000.00	-6,000.00	0.0%
Total 86-2260 · UTILITIES	3,363.29	6,000.00	-2,636.71	56.1%
86-3113 · PAYMENTS TO GOVT AGENCIES				
LAFCO-DUES	527.49			
86-3113 · PAYMENTS TO GOVT AGENCIES - Other	117.00	3,500.00	-3,383.00	3.3%
Total 86-3113 · PAYMENTS TO GOVT AGENCIES	644.49	3,500.00	-2,855.51	18.4%
86-4360 · BUILDINGS & IMPROVEMENT				
STATION 810	300.00			
STATION 812	9,860.59			
86-4360 · BUILDINGS & IMPROVEMENT - Other	1,272.10	85,000.00	-83,727.90	1.5%
Total 86-4360 · BUILDINGS & IMPROVEMENT	11,432.69	85,000.00	-73,567.31	13.5%
86-4370 · EQUIPMENT (PURCHASE)				
Firefighting Equipment				
Site Maintenance	151.99			
Total Firefighting Equipment	151.99			
Medical Equipment	1,593.26			
Radios	2,016.36			
86-4370 · EQUIPMENT (PURCHASE) - Other	12,829.03	125,000.00	-112,170.97	10.3%

**Albion Little River Fire Protection District
Revenue & Expense Budget vs. Actual**

July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Total 86-4370 · EQUIPMENT (PURCHASE)	16,590.64	125,000.00	-108,409.36	13.3%
Total Expense	177,553.00	546,203.00	-368,650.00	32.5%
Net Income	-163,031.92	-250,954.00	87,922.08	65.0%

Albion Little River Fire Protection District
Revenue & Expense Detail
 July 2018 through January 2019

11:16 AM

02/14/19

Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Income									
82-1510 · SALES TAX-PUBLIC SAFETY									
Deposit	08/30/2018			Deposit	District		County Held Fu...	14,531.00	14,531.00
Check	12/22/2018	10427	Fort Bragg Diesel Inc		District		District Checking	-9.92	14,521.08
Total 82-1510 · SALES TAX-PUBLIC SAFETY								14,521.08	14,521.08
Total Income								14,521.08	14,521.08
Gross Profit								14,521.08	14,521.08
Expense									
66000 · Payroll Expenses									
taxes									
Check	01/15/2019	ACH	EMPLOYMENT DEV...	taxes	District		District Checking	30.63	30.63
Total taxes								30.63	30.63
wages									
Check	11/20/2018	10398	Wendy Meyer	Wendy Meyer ...	District		District Checking	281.67	281.67
Check	12/22/2018	10424	Wendy Meyer	Wendy Meyer ...	District		District Checking	526.39	808.06
Total wages								808.06	808.06
Total 66000 · Payroll Expenses								838.69	838.69
86-1035 · WORKERS COMPENSATION IN									
Check	07/10/2018	10336	Golden State Risk Ma...	7/1/18-7/1/19 ...	District		District Checking	7,394.00	7,394.00
Total 86-1035 · WORKERS COMPENSATION IN								7,394.00	7,394.00
86-2050 · CLOTHING & PERSONAL ITE									
Check	12/22/2018	10428	Leslie Hrbacek	SCBA Fit Test ...	District		District Checking	28.00	28.00
Total 86-2050 · CLOTHING & PERSONAL ITE								28.00	28.00
86-2060 · COMMUNICATIONS									
INTERNET SERVICE									
Comcast									
Check	07/18/2018	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	89.32
Check	08/20/2018	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	178.64
Check	09/18/2018	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	267.96
Check	10/18/2018	ACH	Comcast/Xfinity	8155300/5700...	District		District Checking	89.32	357.28
Check	11/08/2018	ACH	Comcast/Xfinity	815530057012...	District		District Checking	89.32	446.60
Total Comcast								446.60	446.60
INTERNET SERVICE - Other									
Check	07/31/2018	ACH	Verizon Wireless		District		District Checking	35.84	35.84
Check	08/29/2018	ACH	Verizon Wireless		District		District Checking	35.91	71.75
Check	10/01/2018	ACH	Verizon Wireless		District		District Checking	35.71	107.46
Check	11/01/2018	ACH	Verizon Wireless		District		District Checking	35.64	143.10
Check	11/29/2018	ACH	Verizon Wireless		District		District Checking	35.85	178.95
Check	12/30/2018	ACH	Verizon Wireless	December 201...	District		District Checking	36.87	215.82
Check	01/30/2019	ACH	Verizon Wireless	January 2019 ...	District		District Checking	36.66	252.48
Total INTERNET SERVICE - Other								252.48	252.48
Total INTERNET SERVICE								699.08	699.08
web design									
Check	07/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	75.00
Check	08/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	150.00
Check	09/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	225.00
Check	10/25/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	300.00
Check	11/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	375.00
Check	12/24/2018	ACH	Digital Deployment	Member 75	District		District Checking	75.00	450.00
Check	01/24/2019	ACH	Digital Deployment	Member 75	District		District Checking	75.00	525.00
Total web design								525.00	525.00
WEBHOSTING									
Credit Card Charge	07/06/2018		Register.com		District		Umpqua Bank	144.00	144.00
Total WEBHOSTING								144.00	144.00
86-2060 · COMMUNICATIONS - Other									
Credit Card Charge	07/02/2018		SLACK		District		Umpqua Bank	109.83	109.83
Credit Card Charge	08/02/2018		SLACK		District		Umpqua Bank	125.65	235.48
Credit Card Charge	09/02/2018		SLACK		District		Umpqua Bank	117.15	352.63
Credit Card Charge	10/02/2018		SLACK		District		Umpqua Bank	152.74	505.37
Deposit	10/31/2018		ECG Enhanced Com...	Replaced EFT ...	District		District Checking	-15.53	489.84
Credit Card Charge	11/02/2018		SLACK		District		Umpqua Bank	152.74	642.58
Check	11/20/2018	10399	Bank of The West	Dropbox Paym...	District		District Checking	99.00	741.58
Check	11/21/2018	10406	Umpqua Bank	Slack Billing S...	District		District Checking	111.46	853.04
Credit Card Charge	12/02/2018		SLACK		District		Umpqua Bank	152.74	1,005.78
Credit Card Charge	01/02/2019		SLACK		District		Umpqua Bank	152.74	1,158.52
Total 86-2060 · COMMUNICATIONS - Other								1,158.52	1,158.52
Total 86-2060 · COMMUNICATIONS								2,526.60	2,526.60
86-2080 · FOOD									
Check	10/10/2018	10384	Michael Rees	Incident Food	District		District Checking	113.48	113.48
Check	11/21/2018	10406	Umpqua Bank	Jensen's Rest...	District		District Checking	30.57	144.05

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Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	11/21/2018	10406	Umpqua Bank	Main Street Ba...	District		District Checking	36.21	180.26
Check	11/21/2018	10406	Umpqua Bank	Jack In The Bo...	District		District Checking	17.68	197.94
Check	11/21/2018	10406	Umpqua Bank	Manzanita Res...	District		District Checking	77.38	275.32
Check	11/21/2018	10406	Umpqua Bank	Main Street Ba...	District		District Checking	43.41	318.73
Check	11/21/2018	10406	Umpqua Bank	Jack in the Box...	District		District Checking	9.17	327.90
Total 86-2080 · FOOD								327.90	327.90
86-2101 · INSURANCE GENERAL									
Check	07/10/2018	10336	Golden State Risk Ma...	7/1/18-7/1/19 ...	District		District Checking	11,703.00	11,703.00
Total 86-2101 · INSURANCE GENERAL								11,703.00	11,703.00
86-2120 · MAINTENANCE EQUIPMENT									
Site Maintenance									
Check	08/07/2018	10352	Village Hardware	Acct #113	District		District Checking	0.49	0.49
Check	09/05/2018	10373	Alan Taeger	replacement p...	District		District Checking	36.66	37.15
Check	10/01/2018	10378	Village Hardware	Acct #113	District		District Checking	9.70	46.85
Check	11/14/2018	10397	Village Hardware	Acct #113 Ref:...	District		District Checking	43.66	90.51
Total Site Maintenance								90.51	90.51
Medical Equipment									
Credit Card Charge	07/09/2018	1711425	AMAZON MKTPLAC...	battery AED	District		Umpqua Bank	185.00	185.00
Credit Card Charge	09/05/2018		AMAZON MKTPLAC...	3681837	District		Umpqua Bank	316.00	501.00
Total Medical Equipment								501.00	501.00
Radio Maintenance									
Credit Card Charge	08/09/2018		AMAZON MKTPLAC...	antenna	District		Umpqua Bank	26.99	26.99
Total Radio Maintenance								26.99	26.99
Vehicle Maintenance									
8130									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29904	District		District Checking	583.43	583.43
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29996	District		District Checking	530.21	1,113.64
Total 8130								1,113.64	1,113.64
8131									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29917	District		District Checking	658.98	658.98
Total 8131								658.98	658.98
8132									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29906	District		District Checking	524.04	524.04
Total 8132								524.04	524.04
8162									
Check	10/10/2018	10384	Michael Rees	Cleaning Supp...	District		District Checking	9.30	9.30
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29915	District		District Checking	856.09	865.39
Total 8162								865.39	865.39
8163									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29895	District		District Checking	930.49	930.49
Total 8163								930.49	930.49
8170									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 29909	District		District Checking	904.01	904.01
Total 8170								904.01	904.01
8180									
Check	10/01/2018	10379	Fort Bragg Diesel Inc	Invoice #29209	District		District Checking	6,436.62	6,436.62
Check	11/28/2018	10409	Fort Bragg Diesel Inc	Invoice #29687	District		District Checking	1,782.76	8,219.38
Total 8180								8,219.38	8,219.38
8181									
Check	10/01/2018	10379	Fort Bragg Diesel Inc	Invoice #29390	District		District Checking	2,333.35	2,333.35
Check	11/03/2018	10392	Golden State EmERGE...	Invoice No's: C...	District		District Checking	2,477.43	4,810.78
Check	11/28/2018	10409	Fort Bragg Diesel Inc	Invoice #29806	District		District Checking	517.50	5,328.28
Total 8181								5,328.28	5,328.28
8190									
Check	12/22/2018	10427	Fort Bragg Diesel Inc	Inv. 30091	District		District Checking	1,012.05	1,012.05
Total 8190								1,012.05	1,012.05
8199 Jet Ski									
Check	08/07/2018	10352	Village Hardware	Acct #113	District		District Checking	2.42	2.42
Total 8199 Jet Ski								2.42	2.42
Vehicle Maintenance - Other									
Check	08/07/2018	10352	Village Hardware	Acct #113	District		District Checking	41.72	41.72
Check	08/07/2018	10358	Rossi's Building Mate...	7/02	District		District Checking	76.21	117.93
Total Vehicle Maintenance - Other								117.93	117.93

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Total Vehicle Maintenance								19,676.61	19,676.61
86-2120 · MAINTENANCE EQUIPMENT - Other									
Check	09/05/2018	10369	Pace Supply	08/28	District		District Checking	492.38	492.38
Check	09/05/2018	10369	Pace Supply	08/30	District		District Checking	250.47	742.85
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	310.00	1,052.85
Check	12/10/2018	10411	PRECISION HYDRO	Cylinder Testing	District		District Checking	975.00	2,027.85
Total 86-2120 · MAINTENANCE EQUIPMENT - Other								2,027.85	2,027.85
Total 86-2120 · MAINTENANCE EQUIPMENT								22,322.96	22,322.96
86-2130 · MAINTENANCE STRUCTURES									
Mowing									
Credit Card Charge	07/03/2018		Red Rhino Express	mower fuel	District		Umpqua Bank	8.28	8.28
Total Mowing								8.28	8.28
Station 811									
Check	12/22/2018	10419	Greg Andree Painting	Painting over v...	District		District Checking	300.00	300.00
Total Station 811								300.00	300.00
Station 812									
Gravel									
Credit Card Charge	07/16/2018		Geo Aggregates		District		Umpqua Bank	523.70	523.70
Credit Card Charge	08/14/2018		Geo Aggregates		District		Umpqua Bank	2,128.52	2,652.22
Total Gravel								2,652.22	2,652.22
Station 812 - Other									
Check	08/07/2018	10357	Mendocino Coast Wa...	7-25-18 07/31 i...	District		District Checking	280.63	280.63
Check	10/10/2018	10385	Mendocino Coast Wa...	9-22-18	District		District Checking	429.74	710.37
Check	11/14/2018	10396	David Lindstrom	Bobcat work - ...	District		District Checking	1,687.50	2,397.87
Total Station 812 - Other								2,397.87	2,397.87
Total Station 812								5,050.09	5,050.09
86-2130 · MAINTENANCE STRUCTURES - Other									
Check	11/14/2018	10394	Wendy Meyer	Station 810 Cl...	District		District Checking	27.88	27.88
Check	11/14/2018	10395	Kibesillah Rock Comp...	Inv. 23413/14 ...	District		District Checking	1,437.84	1,465.72
Check	11/21/2018	10406	Umpqua Bank	Mendocino Ha...	District		District Checking	32.31	1,498.03
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	344.01	1,842.04
Check	12/10/2018	10413	Mobile Plastic Welding	Ticket No. 752...	District		District Checking	260.00	2,102.04
Check	12/10/2018	10414	Premier Pump and Su...	Invoice 02495...	District		District Checking	8.63	2,110.67
Check	12/10/2018	10416	Emergency Medical P...	Invoice 20326...	District		District Checking	668.81	2,779.48
Total 86-2130 · MAINTENANCE STRUCTURES - Other								2,779.48	2,779.48
Total 86-2130 · MAINTENANCE STRUCTURES								8,137.85	8,137.85
86-2140 · MEDICAL, LAB SUPPLIES									
Gasses									
Eureka Oxygen									
Check	07/23/2018	10348	Eureka Oxygen Co	invoice DM007...	District		District Checking	120.20	120.20
Check	08/07/2018	10351	Eureka Oxygen Co	DM00706049 ...	District		District Checking	124.04	244.24
Check	09/30/2018	10375	Eureka Oxygen Co	VOID:	District	X	District Checking	0.00	244.24
Check	10/01/2018	10376	Eureka Oxygen Co	invoice DM007...	District		District Checking	124.04	368.28
Check	10/10/2018	10388	Eureka Oxygen Co		District		District Checking	120.20	488.48
Check	11/20/2018	10404	Eureka Oxygen Co	Customer No: ...	District		District Checking	124.04	612.52
Check	12/10/2018	10410	Eureka Oxygen Co	Invoice No. D...	District		District Checking	120.20	732.72
Check	01/11/2019	10455	Eureka Oxygen Co	Customer No. ...	District		District Checking	124.04	856.76
Total Eureka Oxygen								856.76	856.76
Total Gasses								856.76	856.76
Lab Supplies									
Check	12/10/2018	10412	Emergency Medical P...	Invoice 2031418	District		District Checking	932.66	932.66
Total Lab Supplies								932.66	932.66
Total 86-2140 · MEDICAL, LAB SUPPLIES								1,789.42	1,789.42
86-2150 · MEMBERSHIPS									
Check	11/14/2018	10393	California Special Dis...	Dues 2019	District		District Checking	1,143.00	1,143.00
Total 86-2150 · MEMBERSHIPS								1,143.00	1,143.00
86-2170 · DISTRICT OFFICE SUPPLIE									
late fee									
Check	09/30/2018	10375	Eureka Oxygen Co	VOID:	District	X	District Checking	0.00	0.00
Check	10/10/2018	10388	Eureka Oxygen Co		District		District Checking	1.86	1.86
Total late fee								1.86	1.86
Paper, Ink, Materials									
Check	08/13/2018	10364	Office Depot	Invoice 17780...	District		District Checking	163.29	163.29
Total Paper, Ink, Materials								163.29	163.29
Postage									
Check	08/07/2018	10356	USPS	PO Box fee	District		District Checking	54.00	54.00
Check	01/11/2019	10457	USPS	Roll of 100 US ...	District		District Checking	50.00	104.00

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Total Postage								104.00	104.00
Printing & Copying Services									
Check	08/07/2018	10354	The Color Mill	810 survey co...	District		District Checking	11.98	11.98
Check	09/05/2018	10368	The Color Mill	810 survey co...	District		District Checking	1.80	13.78
Total Printing & Copying Services								13.78	13.78
Software									
Credit Card Charge	08/25/2018		AMAZON MKTPLAC...	antenna	District		Umpqua Bank	62.99	62.99
Total Software								62.99	62.99
86-2170 · DISTRICT OFFICE SUPPLIE - Other									
Check	11/21/2018	10406	Umpqua Bank	Docu-Sign Sub...	District		District Checking	240.00	240.00
Total 86-2170 · DISTRICT OFFICE SUPPLIE - Other								240.00	240.00
Total 86-2170 · DISTRICT OFFICE SUPPLIE								585.92	585.92
86-2181 · AUDITING & FISCAL SERVI									
Bank charge									
Check	11/08/2018	ACH			District		District Checking	60.00	60.00
Total Bank charge								60.00	60.00
Bookkeeping Services									
Check	07/10/2018	10345	Rachel Miller Bookke...	1368	District		District Checking	150.00	150.00
Check	08/07/2018	10359	Rachel Miller Bookke...	1396	District		District Checking	230.00	380.00
Check	09/05/2018	10371	Rachel Miller Bookke...	1429	District		District Checking	120.00	500.00
Check	10/10/2018	10387	Rachel Miller Bookke...	1462	District		District Checking	70.00	570.00
Check	11/20/2018	10402	Rachel Miller Bookke...	Inv. 1492	District		District Checking	150.00	720.00
Total Bookkeeping Services								720.00	720.00
Total 86-2181 · AUDITING & FISCAL SERVI								780.00	780.00
86-2185 · MED AND DENTAL									
Check	07/10/2018	10340	Mendocino Coast Cli...	Andrea Penne...	District		District Checking	228.00	228.00
Check	11/20/2018	10403	Sanford Brown, MD	Ref: Jamie C. ...	District		District Checking	125.00	353.00
Total 86-2185 · MED AND DENTAL								353.00	353.00
86-2187 · EDUCATION & TRAINING									
Food									
Credit Card Charge	07/21/2018		ALBION GROCERY		District		Umpqua Bank	65.87	65.87
Credit Card Charge	07/22/2018		Albion River Campgro...		District		Umpqua Bank	66.88	132.75
Credit Card Charge	08/02/2018		Frankie's		District		Umpqua Bank	182.86	315.61
Total Food								315.61	315.61
CPR									
Check	12/22/2018	10421	Tyler Grinberg	Payment for in...	District		District Checking	300.00	300.00
Total CPR								300.00	300.00
86-2187 · EDUCATION & TRAINING - Other									
Check	08/07/2018	10355	Nathaniel Norling	06/07, 07/19	District		District Checking	300.00	300.00
Credit Card Charge	09/06/2018		Cypress Holdings Inc.	914267	District		Umpqua Bank	24.61	324.61
Check	10/01/2018	10380	MENDOCINO FIRE P...	ASHI CPR & A...	District		District Checking	9.00	333.61
Check	10/23/2018	10390	ZO OFFICE SUPPLY	Invoice No. 72...	District		District Checking	720.39	1,054.00
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	116.29	1,170.29
Check	11/21/2018	10406	Umpqua Bank	Mendocino Col...	District		District Checking	82.00	1,252.29
Check	11/21/2018	10406	Umpqua Bank	Twin Pine Hot...	District		District Checking	91.56	1,343.85
Check	11/21/2018	10407	MENDOCINO COLLE...	Craig C. Hatha...	District		District Checking	358.00	1,701.85
Check	11/28/2018	10408	Nathaniel Norling	eimbursement ...	District		District Checking	300.00	2,001.85
Check	12/22/2018	10420	MENDOCINO FIRE P...	ASHI BLS card...	District		District Checking	63.00	2,064.85
Check	01/03/2019	10425	MCTO	Kenyon Begley...	District		District Checking	640.00	2,704.85
Total 86-2187 · EDUCATION & TRAINING - Other								2,704.85	2,704.85
Total 86-2187 · EDUCATION & TRAINING								3,320.46	3,320.46
86-2189 · PROFESSIONAL & SPECIAL SERVICES									
District Counsel Services									
Check	07/10/2018	10342	Terry N. Gross	MRC	District		District Checking	5,406.25	5,406.25
Check	08/07/2018	10353	ZO OFFICE SUPPLY	720874 6/21/18	District		District Checking	22.44	5,428.69
Check	08/13/2018	10362	Atkinson, Andelson, L...	invoice 546112	District		District Checking	375.00	5,803.69
Check	08/13/2018	10362	Atkinson, Andelson, L...	invoice 548086	District		District Checking	300.00	6,103.69
Check	10/01/2018	10377	Terry N. Gross	MRC invoice 60	District		District Checking	370.00	6,473.69
Check	10/01/2018	10377	Terry N. Gross	MRC invoice 61	District		District Checking	888.00	7,361.69
Check	10/01/2018	10383	Atkinson, Andelson, L...	invoice 552159	District		District Checking	300.00	7,661.69
Check	12/10/2018	10415	Terry N. Gross	MRC invoice 71	District		District Checking	908.82	8,570.51
Check	12/10/2018	10415	Terry N. Gross	Court Reporter...	District		District Checking	655.00	9,225.51
Check	01/11/2019	10456	Atkinson, Andelson, L...	Invoice 556503	District		District Checking	150.00	9,375.51
Total District Counsel Services								9,375.51	9,375.51
86-2189 · PROFESSIONAL & SPECIAL SERVICES - Other									
Check	12/12/2018	10417	HEATHER PAULSON...	Invoice ALR-05	GRANT - ...		District Checking	1,000.00	1,000.00
Check	12/12/2018	10418	HEATHER PAULSON...	Invoice ALR-06	GRANT - ...		District Checking	1,000.00	2,000.00
Check	01/11/2019	10456	Atkinson, Andelson, L...	Invoice 553988	District		District Checking	75.00	2,075.00
Total 86-2189 · PROFESSIONAL & SPECIAL SERVICES - Other								2,075.00	2,075.00

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Total 86-2189 · PROFESIONAL & SPECIAL SERVICES								11,450.51	11,450.51
86-2200 · RENT- LEASE EQUIPMENT									
8130 Lease Purchase									
Interest 8130									
Check	07/10/2018	10337	Santa Cruz County B...	Account #9004...	District		District Checking	2,988.29	2,988.29
Check	10/01/2018	10381	Santa Cruz County B...	Account #9004...	District		District Checking	2,925.64	5,913.93
Check	01/10/2019	2008	Santa Cruz County B...	900484250	District		Fire Department...	2,856.50	8,770.43
Check	01/12/2019	2011	Santa Cruz County B...	900482080	District		Fire Department...	6,209.17	14,979.60
Total Interest 8130								14,979.60	14,979.60
Principal 8130									
Check	07/10/2018	10337	Santa Cruz County B...	Account #9004...	District		District Checking	4,567.72	4,567.72
Check	10/01/2018	10381	Santa Cruz County B...	Account #9004...	District		District Checking	4,621.00	9,188.72
Check	01/10/2019	2008	Santa Cruz County B...	900484250	District		Fire Department...	4,680.68	13,869.40
Check	01/12/2019	2011	Santa Cruz County B...	900482080	District		Fire Department...	6,290.83	20,160.23
Total Principal 8130								20,160.23	20,160.23
Total 8130 Lease Purchase								35,139.83	35,139.83
8181 8191 Lease Purchase									
Interest 8181 8191									
Check	07/10/2018	10338	Santa Cruz County B...	900482080	District		District Checking	6,363.59	6,363.59
Check	10/01/2018	10382	Santa Cruz County B...	Account #9004...	District		District Checking	6,289.87	12,653.46
Total Interest 8181 8191								12,653.46	12,653.46
Principal 8181 8191									
Check	07/10/2018	10338	Santa Cruz County B...	900482080	District		District Checking	6,136.41	6,136.41
Check	10/01/2018	10382	Santa Cruz County B...	Account #9004...	District		District Checking	6,210.13	12,346.54
Total Principal 8181 8191								12,346.54	12,346.54
Total 8181 8191 Lease Purchase								25,000.00	25,000.00
Total 86-2200 · RENT- LEASE EQUIPMENT								60,139.83	60,139.83
86-2250 · TRANSPORTATION & TRAVEL									
FLEET FUEL									
Bulk Fuel Delivery									
Check	08/13/2018	10361	Redwood Coast Fuels	invoice 1946839	District		District Checking	-1,235.68	-1,235.68
Check	08/13/2018	10361	Redwood Coast Fuels	invoice 0948190	District		District Checking	1,628.90	393.22
Check	08/13/2018	10361	Redwood Coast Fuels	invoice 0947730	District		District Checking	988.85	1,382.07
Check	09/05/2018	10372	Redwood Coast Fuels	invoice 1101063	District		District Checking	455.96	1,838.03
Check	11/20/2018	10400	Redwood Coast Fuels	Invoice 0102190	District		District Checking	693.99	2,532.02
Total Bulk Fuel Delivery								2,532.02	2,532.02
FLEET FUEL - Other									
Check	10/10/2018	10384	Michael Rees		District		District Checking	295.27	295.27
Total FLEET FUEL - Other								295.27	295.27
Total FLEET FUEL								2,827.29	2,827.29
86-2250 · TRANSPORTATION & TRAVEL - Other									
Check	11/21/2018	10406	Umpqua Bank	Chevron 10/14...	District		District Checking	79.58	79.58
Check	11/21/2018	10406	Umpqua Bank	Chevron 10-15...	District		District Checking	47.28	126.86
Check	11/21/2018	10406	Umpqua Bank	SubSurface Pr...	District		District Checking	405.39	532.25
Check	01/10/2019	10429	Kenyon Begley	2018 mileage r...	District		District Checking	711.23	1,243.48
Check	01/10/2019	10430	Marshall Brown	2018 mileage r...	District		District Checking	693.24	1,936.72
Check	01/10/2019	10432	Ted Williams	2018 mileage r...	District		District Checking	1,106.90	3,043.62
Check	01/10/2019	10436	Laurie Starr	2018 mileage r...	District		District Checking	941.76	3,985.38
Check	01/10/2019	10437	Michael Rees	2018 Mileage ...	District		District Checking	891.08	4,876.46
Check	01/10/2019	10438	Jaime Placido	2018 Mileage ...	District		District Checking	619.67	5,496.13
Check	01/10/2019	10439	Andrea Pennebaker	2018 Mileage ...	District		District Checking	655.64	6,151.77
Check	01/10/2019	10440	Leslie Hrbacek	2018 Mileage ...	District		District Checking	483.96	6,635.73
Check	01/10/2019	10441	Shaun Lindeblad	2018 Mileage ...	District		District Checking	410.39	7,046.12
Check	01/10/2019	10442	ANDREW PIERCE	2018 Mileage ...	District		District Checking	364.61	7,410.73
Check	01/10/2019	10443	Debbie Wolfe	2018 Mileage ...	District		District Checking	390.77	7,801.50
Check	01/10/2019	10444	Steve Wolfe	2018 Mileage ...	District		District Checking	389.13	8,190.63
Check	01/10/2019	10445	KEVIN SPRING	2018 Mileage ...	District		District Checking	335.18	8,525.81
Check	01/10/2019	10446	STEVE CROWNING...	2018 Mileage ...	District		District Checking	289.40	8,815.21
Check	01/10/2019	10433	Citlali Calvillo	2018 Mileage ...	District		District Checking	173.31	8,988.52
Check	01/10/2019	10434	Maddy Godine	2018 Mileage ...	District		District Checking	189.66	9,178.18
Check	01/10/2019	10435	Robert Marcello	2018 Mileage ...	District		District Checking	158.60	9,336.78
Check	01/10/2019	10447	Roger Nell	2018 Mileage ...	District		District Checking	160.23	9,497.01
Check	01/10/2019	10448	Craig Hathaway	2018 Mileage ...	District		District Checking	119.36	9,616.37
Check	01/10/2019	10449	John Crowningshield	2018 Mileage ...	District		District Checking	68.67	9,685.04
Check	01/10/2019	10450	David Jones	2018 Mileage ...	District		District Checking	24.53	9,709.57
Check	01/10/2019	10451	Shiela Kloppfer	2018 Mileage ...	District		District Checking	40.88	9,750.45
Check	01/10/2019	10452	Barbara Schneider	2018 Mileage ...	District		District Checking	50.69	9,801.14
Check	01/10/2019	10453	Linda Shear	2018 Mileage ...	District		District Checking	26.16	9,827.30
Check	01/10/2019	10454	Annette Townley	2018 Mileage ...	District		District Checking	26.16	9,853.46
Total 86-2250 · TRANSPORTATION & TRAVEL - Other								9,853.46	9,853.46
Total 86-2250 · TRANSPORTATION & TRAVEL								12,680.75	12,680.75
86-2260 · UTILITIES									
Albion Water District									
Check	07/10/2018	10344	Albion Mutual Water ...	1819-108	District		District Checking	135.00	135.00

Albion Little River Fire Protection District

Revenue & Expense Detail

July 2018 through January 2019

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	10/10/2018	10386	Albion Mutual Water ...		District		District Checking	135.00	270.00
Total Albion Water District								270.00	270.00
PG&E									
Check	07/16/2018	ACH	PG&E	0210095100-9	District		District Checking	180.30	180.30
Check	08/16/2018	ACH	PG&E	0210095100-9	District		District Checking	198.62	378.92
Check	09/16/2018	ACH	PG&E	0210095100-9	District		District Checking	145.33	524.25
Check	10/16/2018	ACH	PG&E	0210095100-9	District		District Checking	167.26	691.51
Check	11/16/2018	ACH	PG&E	0210095100-9	District		District Checking	173.41	864.92
Check	12/17/2018	ACH	PG&E	0210095100-9	District		District Checking	149.84	1,014.76
Check	01/17/2019	ACH	PG&E	0210095100-9	District		District Checking	154.05	1,168.81
Total PG&E								1,168.81	1,168.81
Suburban Propane									
Check	07/10/2018	10346	Suburban Propane	1426-057145	District		District Checking	279.77	279.77
Total Suburban Propane								279.77	279.77
Thompson Septic Service									
Check	07/10/2018	10347	Thompson's PortaSe...	Invoice #6368	District		District Checking	227.88	227.88
Check	08/13/2018	10363	Thompson's PortaSe...	invoice 6567	District		District Checking	227.88	455.76
Check	09/05/2018	10370	Thompson's PortaSe...	invoice 6765	District		District Checking	227.88	683.64
Check	10/23/2018	10391	Thompson's PortaSe...	invoice 6942	District		District Checking	227.88	911.52
Check	11/20/2018	10401	Thompson's PortaSe...	invoice 7118	District		District Checking	227.88	1,139.40
Check	12/22/2018	10422	Thompson's PortaSe...	invoice 7275	District		District Checking	227.88	1,367.28
Total Thompson Septic Service								1,367.28	1,367.28
Waste Management									
Check	07/08/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	27.90
Check	08/08/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	55.80
Check	09/08/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	83.70
Check	10/09/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	111.60
Check	11/06/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	139.50
Check	12/08/2018	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	167.40
Check	12/22/2018	10423	Waste Management	30 yd. open to...	District		District Checking	82.13	249.53
Check	01/22/2019	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	277.43
Total Waste Management								277.43	277.43
Total 86-2260 · UTILITIES								3,363.29	3,363.29
86-3113 · PAYMENTS TO GOVT AGENCIES									
LAFCO-DUES									
Check	07/10/2018	10339	LAFCO	Invoice #928	District		District Checking	527.49	527.49
Total LAFCO-DUES								527.49	527.49
86-3113 · PAYMENTS TO GOVT AGENCIES - Other									
Credit Card Charge	07/23/2018		Coastal Valleys EMS ...	agency fees	District		Umpqua Bank	117.00	117.00
Total 86-3113 · PAYMENTS TO GOVT AGENCIES - Other								117.00	117.00
Total 86-3113 · PAYMENTS TO GOVT AGENCIES								644.49	644.49
86-4360 · BUILDINGS & IMPROVEMENT									
STATION 810									
Check	12/22/2018	10426	David Lindstrom	Bobcat work - ...	District		District Checking	300.00	300.00
Total STATION 810								300.00	300.00
STATION 812									
Check	08/14/2018	10365	Paulson Excavating, I...	invoice 4067 si...	District		District Checking	9,860.59	9,860.59
Total STATION 812								9,860.59	9,860.59
86-4360 · BUILDINGS & IMPROVEMENT - Other									
Check	07/10/2018	10343	Pacific Metal Building...	down payment ...	District		District Checking	1,272.10	1,272.10
Total 86-4360 · BUILDINGS & IMPROVEMENT - Other								1,272.10	1,272.10
Total 86-4360 · BUILDINGS & IMPROVEMENT								11,432.69	11,432.69
86-4370 · EQUIPMENT (PURCHASE)									
Firefighting Equipment									
Site Maintenance									
Credit Card Charge	07/03/2018		Rossi's Building Mate...	fuel can, padlo...	District		Umpqua Bank	112.95	112.95
Credit Card Charge	07/06/2018	6617849	AMAZON MKTPLAC...	mower/mulcher...	District		Umpqua Bank	39.04	151.99
Total Site Maintenance								151.99	151.99
Total Firefighting Equipment								151.99	151.99
Medical Equipment									
Credit Card Charge	07/10/2018	3817825	AMAZON MKTPLAC...		District		Umpqua Bank	466.08	466.08
Credit Card Charge	09/05/2018		AMAZON MKTPLAC...	antenna	District		Umpqua Bank	89.95	556.03
Credit Card Charge	09/05/2018	5890629	AMAZON MKTPLAC...	5890629	District		Umpqua Bank	216.57	772.60
Credit Card Charge	09/05/2018		AMAZON MKTPLAC...	6558642	District		Umpqua Bank	321.66	1,094.26
Credit Card Charge	09/05/2018		AMAZON MKTPLAC...	4721002	District		Umpqua Bank	499.00	1,593.26
Total Medical Equipment								1,593.26	1,593.26
Radios									

Albion Little River Fire Protection District
Revenue & Expense Detail
 July 2018 through January 2019

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02/14/19

Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	07/10/2018	10341	Precision Wireless	Radios	District		District Checking	2,095.19	2,095.19
Deposit	10/23/2018			Refund	District		District Checking	-78.83	2,016.36
Total Radios								2,016.36	2,016.36
86-4370 · EQUIPMENT (PURCHASE) - Other									
Check	07/02/2018	4072	Belkorp AG	John Deere E1...	District		District Checking	2,618.91	2,618.91
Check	07/02/2018	4073	Belkorp AG	John Deere E1...	District		District Checking	26.63	2,645.54
Check	07/02/2018	4071	Trailers Plus	6X10 enclosed...	District		District Checking	5,175.08	7,820.62
Credit Card Charge	08/10/2018		AMAZON MKTPLAC...	antenna	District		Umpqua Bank	499.00	8,319.62
Check	11/21/2018	10406	Umpqua Bank	AED Superstor...	District		District Checking	1,380.80	9,700.42
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	239.75	9,940.17
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	166.47	10,106.64
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	284.14	10,390.78
Check	11/21/2018	10406	Umpqua Bank	Amazon Order ...	District		District Checking	288.75	10,679.53
Check	11/21/2018	10406	Umpqua Bank	P&W Service ...	District		District Checking	2,149.50	12,829.03
Total 86-4370 · EQUIPMENT (PURCHASE) - Other								12,829.03	12,829.03
Total 86-4370 · EQUIPMENT (PURCHASE)								16,590.64	16,590.64
Total Expense								177,553.00	177,553.00
Net Income								-163,031.92	-163,031.92

**Albion Little River Fire Protection District
Donations Revenue & Expense Detail**

11:16 AM

02/14/19

Accrual Basis

July 2018 through January 2019

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Income									
82-7705 - Donations									
BBQ									
Deposit	07/16/2018			Deposit	FD Donati...		Fire Department...	400.00	400.00
Deposit	09/11/2018	277	Albion-Little River Fir...	Deposit	FD Donati...		Fire Department...	12,484.45	12,884.45
Deposit	10/24/2018			Deposit	FD Donati...		Fire Department...	1,966.00	14,850.45
Total BBQ								14,850.45	14,850.45
Business									
Deposit	08/06/2018		Turner's Appliance	Deposit	FD Donati...		Fire Department...	50.00	50.00
Total Business								50.00	50.00
Individual									
Deposit	07/05/2018		Robert & Vicki Bruce	Deposit	FD Donati...		Fire Department...	75.00	75.00
Deposit	07/23/2018		Laurie York	Deposit	FD Donati...		Fire Department...	20.00	95.00
Deposit	07/23/2018		Carmen Goodyear	Deposit	FD Donati...		Fire Department...	20.00	115.00
Deposit	07/26/2018		Ruth Weiss	Deposit	FD Donati...		Fire Department...	50.00	165.00
Deposit	07/26/2018		Martha Wagner Estate	Deposit	FD Donati...		Fire Department...	50,000.00	50,165.00
Deposit	07/31/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	50,200.00
Deposit	08/06/2018		Melissa Hayes & Nan...	Deposit	FD Donati...		Fire Department...	20.00	50,220.00
Deposit	08/06/2018		Richard & Anna Mess...	Deposit	FD Donati...		Fire Department...	100.00	50,320.00
Deposit	08/10/2018		JeanB May Trust	Deposit	FD Donati...		Fire Department...	950.00	51,270.00
Deposit	08/16/2018		Cynthia O'Brien	Deposit	FD Donati...		Fire Department...	100.00	51,370.00
Deposit	08/28/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,405.00
Deposit	09/30/2018	2908	Dana and Katherine ...	Deposit	FD Donati...		Fire Department...	50.00	51,455.00
Deposit	09/30/2018	7555	Wm. A & C. Gwen Ja...	Deposit	FD Donati...		Fire Department...	50.00	51,505.00
Deposit	10/05/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,540.00
Deposit	10/31/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,575.00
Deposit	11/03/2018	1278	G. Victor Pacurar	Hughes Llama ...	FD Donati...		Fire Department...	100.00	51,675.00
Deposit	12/05/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,710.00
Deposit	12/31/2018		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	51,745.00
Deposit	01/08/2019	06827-...	Paul M. Siegel	Deposit	FD Donati...		Fire Department...	500.00	52,245.00
Deposit	01/11/2019	1177	Nicola Kathryn Jack	Deposit	FD Donati...		Fire Department...	500.00	52,745.00
Deposit	01/11/2019	208	Cris Beaty	Deposit	FD Donati...		Fire Department...	500.00	53,245.00
Deposit	01/31/2019		JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	53,280.00
Total Individual								53,280.00	53,280.00
82-7705 - Donations - Other									
Deposit	11/03/2018		Steven Mizroch	Deposit	FD Donati...		Fire Department...	5.00	5.00
Deposit	12/05/2018	316	Lynda Reed	Deposit	FD Donati...		Fire Department...	500.00	505.00
Deposit	12/05/2018	4199	John & Kathryn Hughes	Deposit	FD Donati...		Fire Department...	1,000.00	1,505.00
Deposit	12/05/2018	4801	The Conservation Fund	Deposit	FD Donati...		Fire Department...	500.00	2,005.00
Deposit	12/17/2018	289	Leslie White & Barton...	Deposit	FD Donati...		Fire Department...	150.00	2,155.00
Deposit	12/17/2018	6275	Leona Walden	Deposit	FD Donati...		Fire Department...	250.00	2,405.00
Deposit	12/17/2018	13178-...	Howard & Sharon Lau	Deposit	FD Donati...		Fire Department...	150.00	2,555.00
Deposit	12/17/2018	1524	Steven & Deborah W...	Deposit	FD Donati...		Fire Department...	1,000.00	3,555.00
Deposit	12/17/2018		Albion-Little River Fir...	Cash from Jar ...			Fire Department...	97.91	3,652.91
Deposit	12/22/2018	546	Steven & Deborah Fa...	Deposit	FD Donati...		Fire Department...	1,500.00	5,152.91
Deposit	12/22/2018	01030-...	Paul & Elaine West	Deposit	FD Donati...		Fire Department...	50.00	5,202.91
Deposit	01/17/2019	11171	The Community Foun...	Pass through ...	FD Donati...		Fire Department...	2,000.00	7,202.91
Total 82-7705 - Donations - Other								7,202.91	7,202.91
Total 82-7705 - Donations								75,383.36	75,383.36
Total Income								75,383.36	75,383.36
Gross Profit								75,383.36	75,383.36
Expense									
BBQ									
BBQ- KID AREA									
Check	07/11/2018	1052	Jumpers		FD Donati...		Fire Department...	450.00	450.00
Total BBQ- KID AREA								450.00	450.00
PRINTING									
Check	07/12/2018	1053	Braggadood Signs & ...	balance of sign...	FD Donati...		Fire Department...	1,295.75	1,295.75
Total PRINTING								1,295.75	1,295.75
SUPPLIES									
Check	07/10/2018	1050	Rossi's Building Mate...		FD Donati...		Fire Department...	43.53	43.53
Check	07/10/2018	1051	Village Hardware		FD Donati...		Fire Department...	7.27	50.80
Total SUPPLIES								50.80	50.80
BBQ - Other									
Check	08/07/2018	2044	Umpqua Bank	water heater	FD Donati...		Fire Department...	238.44	238.44
Check	08/07/2018	2044	Umpqua Bank	propane	FD Donati...		Fire Department...	35.21	273.65
Check	08/07/2018	2044	Umpqua Bank	propane	FD Donati...		Fire Department...	43.14	316.79
Total BBQ - Other								316.79	316.79
Total BBQ								2,113.34	2,113.34
Total Expense								2,113.34	2,113.34
Net Income								73,270.02	73,270.02

Albion Little River Fire Protection District

Building Fund Register

As of January 31, 2019

11:16 AM

02/14/19

Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance
Building Fund - Checking							
Deposit	07/31/2018			Interest	82-4100 · INTE...	0.45	10,604.66
Deposit	08/31/2018			Interest	82-4100 · INTE...	0.45	10,605.11
Deposit	09/30/2018			Interest	82-4100 · INTE...	0.44	10,606.00
Deposit	10/31/2018			Interest	82-4100 · INTE...	0.45	10,606.45
Deposit	11/30/2018			Interest	82-4100 · INTE...	0.44	10,606.89
Deposit	12/31/2018			Interest	82-4100 · INTE...	0.45	10,607.34
Deposit	01/31/2019			Interest	82-4100 · INTE...	0.45	10,607.79
Total Building Fund - Checking						3.13	10,607.79
TOTAL						3.13	10,607.79



Albion-Little River Fire Protection District

Resolution No. 20190218

District Alternative Funds Depository

WHEREAS, the Albion-Little River Fire Protection District (the "**District**") is legally organized under California Government Code (§61000 et seq.) as a "Special District" for the purpose of providing public fire protection, and emergency services within the boundaries of the **District**; and,

WHEREAS, subsequent to its formation, the **District** has chosen to have its funds held in a separate **District** depository and the County had been disbursing tax and other revenues collected on behalf of the **District** to the **District** upon presentation of vouchers to replenish board approved budget items drawn upon the **District** revolving fund; and,

WHEREAS, without notice, in August 2018 the County Auditor-Controller's Office changed years of practice and began withholding monies due the **District** and placed these funds in the County Treasury, which compelled the **District** to undertake extraordinary measures to meet its payment obligations in consequence; and

WHEREAS, the District has been and remains in full compliance with the intent of Government Code §61050 & 61053. However, the **District** does acknowledge it has no record of adopting a singular resolution that incorporates all five points listed in 61053(c); and

WHEREAS, the **District** Board of Directors desires to address this technicality and proceed with its affairs;

THEREFORE, do we, the Board of Directors of Albion Little River Fire Protection District hereby resolve to:

1. Intend to withdraw all **District** money held in the County Treasury effective immediately. These funds shall be disbursed in their entirety into the existing **District** depository in the same manner as replenishments to the **District** revolving fund have been conducted continuously since the **District's** inception through July 2018.
2. Notify the Mendocino County Auditor-Controller that the **District** has appointed a Treasurer at its regular board meeting on Monday, January 21, 2019, of which the duties and compensation for that office are defined within the **District** Bylaws in accordance with California Health and Safety Code, Section 13854.
3. Continue using the **District** adopted system of accounting and auditing that completely and at all times provides public transparency into the **District's** financial condition. The **District** accounting and reporting system has been confirmed by bi-annual audits beginning with FY 2012/2013. The **District** accounting system in use does shall continue to adhere to generally accepted accounting principles in which demands for payment of bills and obligations are paid upon approval by the **District** board in a timely manner when due.
4. Bond the **District** Treasurer, at **District** expense, for faithful performance of duties for the **District** Treasurer and other employees responsible for handling **District** finances. Such Bond shall be required and shall be fixed at a minimum amount of triple the annual **District** revenues. In lieu of Bond, insurance indemnification for faithful performance that meets or exceeds the above requirements shall be an acceptable alternative.
5. Designated Savings Bank of Mendocino County to continue to be the depository of **District** funds. Only banks, credit unions, or savings and loan associations with federally insured accounts will be used as depositories.

PASSED AND ADOPTED by a vote of the Board of Directors of the Albion Little River Fire Protection **District** at a regular meeting in Albion California this eighteenth day of February 2019 as follows:

	Aye	Nay	Abstain	Absent
Director Acker				
Director Greenberg				
Director Issel				
Director Surlis				
Director Welty				

Charles Greenberg, President Board of Directors,
Albion Little River Fire Protection District

ATTEST:

I Steve Acker, Secretary to the Board of Directors of the Albion-Little River Fire Protection District, County of Mendocino , State of California, do hereby certify that this is a true and correct copy of the original Resolution Number 20190218.

Steve Acker, Secretary and Director



BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, January 21, 2019, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum.** Meeting called to order at 7:00 PM by President Greenberg. Board members Issel, Acker and Surles present. Also, Present Board Candidate Lee Welty and four members of the public.
2. **Candidate Lee Welty introduced to fill the board vacancy. The board appointed Lee Welty by unanimous vote of the board to fill the Board vacancy.**
 - a. **Motion by director Surles to appoint a Board Treasurer: Approved by unanimous vote of the board.**
 - b. **Motion by director Surles to appoint Lee Welty Board Treasurer: Approved by unanimous vote of the board.**
3. **Motion by Secretary Steve Acker to adopt agenda:** Approved by unanimous vote of the board.
4. **Public communication to the board:** The purpose, aesthetics and need for the concrete barriers at Station 810 was questioned. It was explained that the barriers were needed to protect the newly graveled area in front of 810 and to maintain access for fire trucks. Posting of standing committee meetings on the ALRFPD web site was requested.
5. **Chief's report:** (See packet.) 8130 needs the boot between the cab and box repaired. Directors Issel and Acker will look into warranty and repair.
6. **Consent calendar:** Approved by unanimous vote of the board.
 - a. **Approval of December 17, 2018 regular meeting minutes.**
 - b. **Acceptance of January, 2019 correspondence report.**
 - c. **Acceptance of submitted current financial report**
7. **Items for discussion and possible action:**
 - a. **Motion by director Greenberg to adopt the Mendocino County as Treasurer for ALRFPD.** Motion withdrawn after discussion. Acker will prepare resolution concerning ALRFPD tax funds held by the County.
 - b. **Motion by director Greenberg to adopt donation policy (see packet).** Withdrawn and postponed to next regular meeting.
8. **Committee Reports:**
 - a. **Remarks by Director Greenberg. (see packet)**
 - b. **Facilities –Issel, (see packet) Welty-** Cost to chip seal West Rd and delineate fire lane between fire lane and post office. Further Reach broadband relay is installed and operational to serve greater Albion and Station 810.
 - c. **Resource Outreach-** Greenberg : postponed to next meeting. Surles and Acker will integrate GPS and District censuses data to create a more accurate population map overlay to explore USDA grant opportunities.
 - d. **Apparatus – Acker (see packet)** Fort Bragg Diesel will be contacted to repair 8181 PTO and to determine drivability of surplus 8130. Acker to dispose or sell 8192 steel tank and 8130 surplus rescue.
 - e. **LAFCO- Report-Surles (see packet)**
9. **Directors Discussion:**
 - a. **Auxiliary barbecue task assignment report.** Greenberg to submit BBQ tasks to the Auxiliary.
 - b. **Stainless steel tank installation on water tender.** Dan Gates has agreed to complete stainless steel tank installation by January 31, 2019.
 - c. **Application for Facilities use and insurance by non ALRFPD organizations.** No action taken
10. **Closed Session: Property Lease Agreement with the Albion Grocery.** Adjourned to closed session at 8:45 pm. Returned to regular meeting open session at 9:45 pm. No reportable action taken.
11. **Adjournment:** Meeting adjourned at 9:50 pm

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

BYLAWS

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1010 - Mission Statement	1120 - Conflict of Interest
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1070 - Committees of the Board	1180 - Discrimination
1080 - Minutes of Board Meetings	1190 - Personnel
1090 - Communication and Correspondence	1200 - Special Annual Evaluation Session
1100 - Board Meetings	2000 - Adoption/Amendment of Bylaws

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
P. O. BOX 634
ALBION, CA 95410
(707) 937-4022

1140 - PROCUREMENT

It is the policy of the Board of Directors of the Albion-Little River Fire Protection District that all purchases of goods and services for the operation of the Fire District will be fully accountable and will be done in an appropriate logical manner. Therefore, the following policy is adopted and will be followed always:

1. The following processes will be used to disburse funds from the Albion-Little River Fire Protection District to individuals or businesses who are owed funds for goods and/or services:
 - a. Payment by check or electronic funds transfer from the appropriate district checking account.
 - b. Payment by credit card.
 - c. Payment by County of Mendocino Auditor-Controller issued check.
2. Purchase authority is limited to the maximum amount of funds that have been allocated for the item in the current budget. Normal operational needs dictate that the Fire Chief or his delegate must have the ability to obligate District funds to the amounts approved for items listed in the current budget. Fund obligation above that level is subject to the approval of the Board of Directors. In addition, good business practices require that fund obligation take advantage of competition in the marketplace. Purchasers are therefore encouraged to pursue the best prices available for goods and services without sacrifice to quality or safety.
3. In compliance with the above, the following is the Albion-Little River Fire Protection District policy:
 - a. **Checking Accounts:**
 - i. A checking account shall be established for the purpose of writing checks or making electronic funds transfers directly to the recipient from a revolving account funded by drafts from District tax revenues held by the county. Each check written on this account will require one signature. Each Board Member and the district bookkeeper shall be authorized signers of checks and may authorize electronic funds transfers on this account.
 - ii. **Other checking and savings accounts** shall be established as needed for the purpose of receiving and holding donations to the district for specified and unspecified district needs and/or projects as well as authorized payment of expenses for same. Board approved drafts from each account will require one authorized signature. Each Board Member, as well as the district bookkeeper, shall be authorized signers of each of these accounts.
 - b. **Credit Card:** A credit card account shall be established to expedite internet and non-vendor purchases. Each board member, the district bookkeeper, the chief and the assistant chief will be authorized users of this account for purchases of board approved budget items. This account is to be paid in full each billing period to avoid interest charges.
 - c. **County of Mendocino Auditor-Controller:** The Auditor-Controller is authorized to make payment from the District's General Fund when presented with approved vouchers. Vouchers

(12/17)

will be written only for board approved budget items or to replenish the district revolving fund (one authorized signature will be required). Each board member and the district bookkeeper will be authorized signers.

4. Expenditure authority within budget:

- a.** The Chief of the District or his/her designate will have the authority to purchase goods and services up to the amount of funds made available by the board for the budget category of the item or service.
- b.** The Chief of the District will be prepared to justify his or her authorization of the expenditure of district funds used to purchase goods or services on behalf of the district.

5. Expenditure authority for items not budgeted or for amounts in excess of budget allowance: Only a majority vote of the board of directors shall constitute the granting of authority to the board, the Chief, or his or her designate to make any expenditure over the amount authorized in the district budget.

This endorsement, effective *12:01 am June 30, 2018*
policy number *01-590-97-65*
issued to *CSAC EXCESS INSURANCE AUTHORITY (CSAC EIA)*

forms a part of

by *National Union Fire Insurance Company of Pittsburgh, Pa.*

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADD FAITHFUL PERFORMANCE OF DUTY COVERAGE
FOR GOVERNMENT EMPLOYEES**

This endorsement modifies insurance provided under the following:

GOVERNMENT CRIME COVERAGE FORM
GOVERNMENT CRIME POLICY

and applies to the Insuring Agreements designated below:

SCHEDULE

Insuring Agreement		Limit Of Insurance
<input checked="" type="checkbox"/>	Employee Theft - Per Loss Coverage	\$15,000,000
<input type="checkbox"/>	Employee Theft - Per Employee Coverage	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.		

1. The following is added to the Employee Theft Insuring Agreement designated above:

We will pay for loss or damage to "money", "securities" and "other property" resulting directly from the failure of any "employee" to faithfully perform his or her duties as prescribed by law, when such failure has as its direct and immediate result a loss of your covered property. The most we will pay for loss arising out of any one "occurrence" is the Limit of Insurance shown in the Schedule. That Limit, is part of, not in addition to, the Limit of Insurance shown in the Declarations.

2. The following exclusions are added to Section **D.2. Exclusions**:

- a. Loss resulting from the failure of any entity acting as a depository for your property or property for which you are responsible.
- b. Damages for which you are legally liable as a result of:
- (1) The deprivation or violation of the civil rights of any person by an "employee"; or
- (2) The tortious conduct of an "em-

ployee", except the conversion of property of other parties held by you in any capacity.

3. The **Indemnification** Condition is replaced by the following:

We will indemnify any of your officials who are required by law to give bonds for the faithful performance of their duties against loss through the failure of any "employee" under the supervision of that official to faithfully perform his or her duties as prescribed by law, when such failure has as its direct and immediate result a loss of your covered property.

4. Part (I) of the **Termination As To Any Employee** Condition is replaced by the following:

(1) As soon as:

(a) You; or

(b) Any official or employee authorized to manage, govern or control your "employees" learn of any act committed by the "employee" whether before or after becoming employed by you which would constitute a loss covered under the terms of the Employee

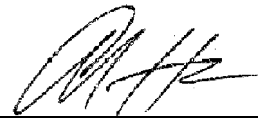
END 004

028

ENDORSEMENT# 4 (Continued)

Theft Insuring Agreement, as amended by this endorsement.

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS REMAIN UNCHANGED.

A handwritten signature in black ink, appearing to be 'M.H.', is written above a horizontal line.

AUTHORIZED REPRESENTATIVE

END 004

REVISED DONATION POLICY

DONATION POLICIES:

The Board shall maintain the following opportunities for giving to the ALRFD

- 1) a web based page for unrestricted gifts by Credit Card, Pay Pal or check
- 2) an option on that page and on all published literature for people to meet with a Board member to discuss willing funds or assets to the ALRFD (Consider opening a fund for that purpose with The Community Fund)
- 3) Advertise on the web and literature an option to donate vehicles for the purpose of extraction trainings
- 4) publicize a list of **acceptable** restricted donations for specific special needs as they may arise. No restricted gifts shall be accepted by any Board Member or the Fire Chief other than for items the Board has acknowledged on such list
- 5) when the option to participate in another non-profit's event arises, the request shall be made to the Board in writing with sufficient notice for the Board to accept or decline it and designate a person or persons to represent it at the event whether or not fundraising opportunities are a part of the ask
- 6) if the Board decides to continue receiving CRV redemption monies, they shall control the process of how and where this collection may take place and how the money will be accounted for when collected and booked. (perhaps opening an account with WMI should be looked into?)

ACKNOWLEDGEMENT PROTOCOL FOR GIFTS

- 1) All gifts shall be made to the ALRFD in that name, whether in kind, cash or credit card and unless they shall be thanked within a week of the gift with an IRS letter
- 2) gifts, however small, are important to the giver and should be acknowledged on the web page or newsletter as well as an IRS letter
- 3) gifts of more than 200 dollars should be personally thanked by a member of the Board by a phone call and a card
- 4) anonymous gifts should be made to the ALRFD with the knowledge of the bookkeeper and the Board President so they can be properly booked and thanked in person, although not published other than listed as anonymous

Apparatus Report

8181 PTO repair evaluation by Fort Bragg Diesel. The transmission does not need to be removed to repair the oil leak from the PTO mounting. The timing of the repair will be determined by Chief Williams. No cost estimate yet.

The installation of the stainless steel on to the new 8192 is complete. 8192 has been delivered to Station 811 and has been filled with water and is ready for service.

The old 8130 has been delivered to Station 811. Sale by First Capitol Auction in Vallejo is being explored.

An offer of \$1000 to buy the steel tank removed from 8192 has been made by Paul Shandel. Chief Williams will contact Shandel to accept the offer.

Report On Meeting With Debbie About CRV Collection

1 She will advertise the fact that things must be brought during collection hours for this next time and nothing to be left outside of those hours.

2 She can do the next collection while we proceed with a plan to submit to the Board.

3 The plan will be to cost out and pay for out of CRV funds:

- a. scraping a small pad to the north of the fence behind the grocery,
- b. pouring a slab size for 3 pressure treated lockable containers large enough for a plastic 50 gallon trash can with correctly sized holes in the top to contain off hours drop off of plastic bottles, glass and aluminum cans.

4 Advertising to include hours of active collection and a preference that people honor them if possible.



Available meeting days for Albion School

3rd Monday is ALRFPD current meeting

Tuesday is open

Every Wednesday Tai Chi

Thursday Zumba 4-5pm

Friday open (I think)

If we wanted Wednesday we would have to negotiate with Tai Chi to trade days.