

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

Wednesday, April 30, 2008, 7:30 pm, at Station 810, 33900 West Street, Albion, CA

1. **Call to order and determination of a quorum.**
2. **Public communication to the Board.** An opportunity is provided for members of the public to address the Board with respect to matters within the Board's jurisdiction whether on the agenda or not. For action items the public may also address the board at the time the item is presented for action.
3. **Treasurer's report.** Current financial statements for the District will be presented by the District's bookkeeper, and Alan Taeger as Treasurer will make any necessary explanations.
4. **Fire Chief's report, including operational needs.**
 - A) **Incident reports.** The Fire Chief is requested to report on the types of calls to which the Department has responded since the last Board meeting, and to note any trends which would suggest a need for changes to the District's and the Department's planning.
 - B) **Fund raising, gifts and service fees.** The Fire Chief will report current information on fundraising, gifts to the Department, and any calls on which service fees should be levied by the District Board.
 - C) **Fire Department report.** The Fire Chief will report on other Department progress.
 - D) **Fire Department operational needs.** The Fire Chief will report on Department needs.
5. **Secretary's report.**
 - A) **Communications to the Board will be presented.**
 - B) **Minutes.** Minutes of the March 26, 2008 regular meeting will be approved and/or revised and approved.
6. **Update on Station 811 Project:** There will be an update on progress on this project.
7. **Items for consideration and possible action:**
 - A) **Proposal to make changes to District Bylaws to conform to state law regarding names of District officer positions.**
 - B) **Election of Officers. Secretary, President, etc.**
 - C) **County training for Directors.** Report status, schedule Board Training.
 - D) **Bank account signatures changes.**
8. **Land, buildings and equipment.**
 - A) **Power to 815.** There will be a report on progress.
 - B) **Defective Equipment Repair.** Discuss alternatives for district coverage when equipment is defective. Repair options.
9. **Committee reports:** Committee reports, if any, will be presented.
 - A) **Real Estate**
 - B) **Grants**
 - C) **Insurance**
 - D) **Requirements**
 - E) **Web Site**
10. **Board Directors' reports.** Individual Board members may report on topics including but not limited to insurance, bylaws, a website, and benefits for firefighters. The Board may schedule a session so that the Board may be trained on its responsibilities in relationship to the Department and on financial matters.
11. **Next meeting date and agenda.**
12. **Adjournment.**

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

Ed - with

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 - C) **Fire Department report.** The Fire Chief will report on other Department progress.
 - D) **Fire Department operational needs.** The Fire Chief will report on Department needs. *- Please change sealer to Wilson - Chief fuel repair 8131 Skid/wood.*
5. **Secretary's report.**
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11. **Next meeting date and agenda.** *28 May, 7:30*
12. **Adjournment.** *9:30 adj.*

*4 NEW EMT'S
NEXT WEEK*

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

approved April 30, 2008 regular Business Mtg.

ALRFPD Board of Directors Business Meeting Minutes 3/26/08

Wednesday, March 26, 2008, @ Stn 810, 33900 West Street, Albion, CA

1. Meeting called to order at 7:40. Attending Directors Alan Taeger, Josh Latkin, Rich Riley, Ed Petrykowski, Dan Sitts, along with Chief Derek Wilson, Stacy Weil-Dye, Carolyn Latkin, Bruce Jenkins, Ted Williams.
2. Stacy asked if the Fire Department newsletter was still funded. Alan said yes.
3. A. Chief reported responses this month have been small - no report.
B. Department has received awaited \$800 mutual aid reimbursement funds from Anderson Valley FD.
C. 16 responders have recertification on the AED equipment. All current ALRVFD firefighters are now certified.
D. Chief would like to double up on some medical equipment. Some equipment, when used, leaves the department unable to respond to the same type incident. Chief will provide funding needs to the Directors for these items. Derek discussed defective equipment that diminishes coverage for the district. It was suggested by the board to go to mutual aid. Directors Josh and Alan will contact sources for repair alternatives.
4. Carolyn presented financial statement. Her report will be moved to item three at next meeting.
5. A. It has been reported again that 810 has bathroom floor repairs needed.
B. Minutes of February 26, 2008 meeting were read and approved with revisions.
6. Rick Miller of the Planning Department gave a break on permit application extension fees. Paula Deeter, of the Fort Bragg office of the Planning Department will be guiding our building plans through the planning department/Coastal Commission process.
7. Budget adjustments are as follows;
86-2140 adjusted to 6500.00
86-2150 adjusted to 2500.00
86-2170 adjusted to 600.00
86-2220 adjusted to 3500.00
86-3113 adjusted to 3000.00
86-2250 adjusted to 25000.00
The budget revisions were unanimously accepted.
8. Chief Wilson reported PGE stated new power connection would be completed on 3/30 to 815.
9. None
10. Alan will request training from the county on duties and responsibilities of Board. At next meeting Board member will select positions on the board. Acting secretary Dan Sitts will write a letter to Bank of Mendocino requesting new signature cards.
11. Next meeting April 30, 2008, 7:30 at station 810.

Dan Sitts, Acting Secretary

Health & Safety Code

13852. (a) Any vacancy in the office of a member appointed to the district board shall be filled pursuant to Section 1779 of the Government Code.

(b) Any vacancy in the office of a member elected to the district board shall be filled pursuant to Section 1780 of the Government Code.

13853. (a) Within 60 days after their initial election or appointment and after each general district election or unopposed election, the district board shall meet and elect its officers. The officers of a district board are a president, a vice president, and a secretary or clerk.

(b) The secretary or clerk may be a member of the district board. He or she may receive compensation set by the district board which shall be in lieu of any other compensation to which he or she may be entitled as a member of the district board. The district board may employ a clerk to perform the duties of the secretary.

(c) A district board may create additional officers and elect members to those positions, provided that no member of a district board shall hold more than one office.

13854. (a) Except as provided in subdivision (b), the county treasurer of the principal county shall act as the district treasurer and shall receive no compensation for the receipt and disbursement of money of the district.

(b) The district board may adopt a resolution appointing a district treasurer other than the county treasurer and defining the duties and compensation of the office. The district treasurer, or any other person authorized by the district board, shall draw checks or warrants to pay any demands which have been audited and approved in the manner prescribed by the district board.

(c) If the district board adopts the resolution provided by subdivision (b), the district treasurer and any other person designated by the district board shall give bonds to the district conditioned for the faithful performance of their duties. The amount of each bond shall be at least one hundred thousand dollars (\$100,000) or 10 percent of the total amount of the district's final budget for the preceding fiscal year, whichever is greater. The district board shall pay the premiums on the bonds.

13855. A district board shall meet at least once every three months. Meetings of the board are subject to the provisions of the Ralph M. Brown Act, (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code).

13856. (a) A majority of the district board shall constitute a quorum for the transaction of business.

(b) The district board shall act only by ordinance, resolution, or motion. Except as specifically provided to the contrary in this

part, a recorded vote by a majority of the total membership of the district board is required on each action.

13857. (a) Subject to subdivision (b), each member of the district board may receive compensation in an amount set by the district board not to exceed one hundred dollars (\$100) for attending each meeting of the district board. The number of meetings for which a member of the board of directors may receive compensation shall not exceed four meetings in any calendar month.

(b) The district board, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the compensation received by the district board members above the amount prescribed by subdivision (a).

(c) For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

ADOPTION/ AMENDMENT OF BYLAWS

2001.10

Consideration by the Board of Directors of the Albion-Little River Fire Protection District to adopt a new policy or to amend an existing policy may be initiated by any Director, the Fire Department President, the Fire Chief, or member of the public. The proposed policy or amendment will be delivered by regular mail to Box 101 Albion, CA 95410 and should include a request that the item be included for consideration on the agenda of the appropriate regular meeting of the Board of Directors. A copy of this proposed policy or amendment will be distributed by the Secretary of the Board to each Director and the Fire Chief by mail or e-mail so they may properly prepare themselves to discuss and consider the item(s) in question.

2001.20

Proposals for additions, deletions, or amendments to district policies will be received at any regular meeting of the Board of Directors. All such proposals will be put on the agenda for discussion and/or action at the next regular meeting of the Board.

2001.30


Adoption of a new policy or amendment of an existing policy will be accomplished at a regular meeting of the Board of Directors and will require a 4/5 affirmative vote of the entire Board of Directors.

2001.40

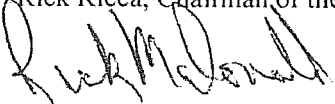
Before considering to adopt or amend any policy, Directors shall have the opportunity to review the proposed adoption or amendment at the regular Board of Directors meeting prior to the meeting at which consideration of adoption or amendment is to be given. Copies of the proposed policy adoption or amendment shall be included in the agenda information packet for any meeting of consideration. The agenda information packets with said copies shall be made available to each Director for review at least two (2) days prior to any meeting of the consideration to be voted on at the next regular meeting.

Adopted This 31st Day of July, 2002

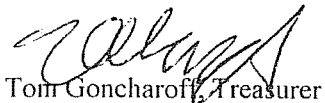
ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT



Rick Ricca, Chairman of the Board



Rick McDonald, Secretary



Tom Goncharoff, Treasurer



Charlotte J. Graydon, Director



Roy Taylor, Director

Carreath

1002
BOARD MAKEUP

1002.10

The Board of Directors of the Albion-Little River Fire Protection District will consist of five (5) members, and the Fire Chief. The Board will have a Chairman, Secretary and Treasurer as officers. All officers will serve without pay or other compensation. The Fire Chief will be a non-voting member of the board.

1002.20

The Chairman of the Board of Directors will serve as chairman at all Board meetings. He or she will have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.

1002.30

In the absence of the Chairman, he or she shall designate an interim chair- person to serve during his or her absence. If no interim chair person is appointed, the Secretary of the Board of Directors will serve as chairman over all meetings of the Board. If the Chairman and Secretary of the Board are both absent, the Treasurer of the Board will serve as chairman of the meeting.

1002.40

It will be the duty of the Secretary to see that all minutes for all meetings are properly prepared and signed.

1002.50

The Treasurer will ensure that the budget is developed each year and will also be responsible for seeing that the budget is complied with, and will oversee all income and expense items.

Proposed

1002 - Board Makeup and Employment of Bookkeeper

1002.10

The Board of Directors of the Albion-Little River Fire Protection District consists of five (5) members. In accordance with California Health and Safety Code Section 13853, the officers of the Board are its president, its vice-president, and its secretary. All officers shall serve without pay or compensation unless otherwise determined by resolution of the Board in accordance with law. Any reference in these Bylaws, Policies and Procedures to the "Chairman" is to the President. Any reference in these Bylaws, Policies and Procedures to the "Treasurer" is to the President

1002.20

The President of the Board of Directors will preside at all Board meetings. He or she will have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.

1002.30

The President shall designate an interim chair-person to serve as President during his or her absence. If no Interim President is appointed, the Vice-President of the Board of Directors will serve as Interim President. If the President and Vice-President of the Board are both absent, the Secretary of the Board will serve as chairman of the meeting.

1002.40

It will be the duty of the Secretary to see that all minutes for all meetings are properly prepared.

1002.50

The President, with the assistance of the other members of the Board, will ensure that the budget is developed each year and will also be responsible for seeing that the budget is complied with, and will oversee all income and expense items. The Board may employ a bookkeeper from time to time to assist in fulfillment of these obligations, and to draw checks in accordance with 1002.60 below.

1002.60

In accordance with California Health and Safety Code Section 13854, the Mendocino County Treasurer acts as the district treasurer. However, the Board maintains a checking account or accounts and hereby authorizes any bookkeeper employed by the Board from time to time in accordance with California Health and Safety Code Section 13854 to draw checks on any checking account maintained by the Board which shall be signed by two persons, one of whom may be the bookkeeper and the other of whom shall in that event be a member of the Board who is not related to the bookkeeper, or shall be signed by two members of the Board.

Itemized Categories for Monthly Meeting:59
 3/28/2008 through 4/28/2008 (Cash Basis)

4/29/2008

Page 1

Date	Account Num	Description	Memo	Cl	Amount
EXPENSES					-2,766.86
86-2050-CLOTHING					-205.12
4/28/2008	District Ch...260...	Gall's Inc.	593283090...		-205.12
86-2060-COMMUNICATIONS					-343.89
4/10/2008	District Ch...2596	P & W Paging & Wirel...	#38868, 38...		-151.75
4/17/2008	District Ch...2601	AT&T	960 755-41...		-153.86
4/17/2008	District Ch...2603	AT&T	030 153 83...		-38.28
86-2120-MAINTENANCE EQ					-363.46
4/10/2008	District Ch...2595	ACME AUTOMOTIVE	#1070		-223.00
4/10/2008	District Ch...259...	VILLAGE HARDWARE			-52.21
4/17/2008	District Ch...2604	P & W Paging & Wirel...	#38977		-88.25
86-2140-MED SUPPLIES					-161.35
4/10/2008	District Ch...2592	SAM LEVINE	ERF #76		-58.75
4/17/2008	District Ch...2602	Aeris	#10095		-102.60
86-2187-ED AND TRAINING					-685.72
4/10/2008	District Ch...2591	Fire Protection Publica...	Inv. #539485		-211.69
4/10/2008	District Ch...2594	Para Life Medical Servi...	#127, 128		-472.00
4/10/2008	District Ch...259...	VILLAGE HARDWARE			-2.03
86-2220-SM TOOLS					-105.33
4/28/2008	District Ch...260...	Gall's Inc.	593795349...		-105.33
86-2250-TRANSPORTATION					-206.65
4/10/2008	District Ch...2597	ALBION GROCERY	#151		-206.65
86-2260-UTILITIES					-695.34
4/10/2008	District Ch...2593	Empire Waste Manage...	0017201-2...		-22.65
4/10/2008	District Ch...2598	PG&E	#02100951...		-115.69
4/10/2008	District Ch...2600	SUBURBAN PROPANE	#1426-080...		-416.09
4/28/2008	District Ch...2605	ALBION MUTUAL WA...	#508		-135.00
4/28/2008	District Ch...2606	PG&E	#58960766...		-5.91
OVERALL TOTAL					-2,766.86

ALRFPD Actual / Budget Report - Current Year:4
7/1/2007 through 6/30/2008 Using Budget 2007-2008

4/29/2008

Page 1

Category Description	7/1/2007 Actual	- Budget	6/30/2008 Difference
INFLOWS			
82-1110 CURRENT SECURED TAX	37,665.23	67,469.00	-29,803.77
82-1120-CURRENT UNSECURED TAX	1,976.03	2,053.00	-76.97
82-1130-SB813 SUPPLEMENTAL TAX	1,866.85	2,834.00	-967.15
82-1210-PRIOR SECURED TAX	-233.27	0.00	-233.27
82-1220-PRIOR UNSECURED TAX	0.00	106.00	-106.00
82-1300-SPECIAL TAX	42,652.50	75,000.00	-32,347.50
82-1600-TIMBER TAX	303.28	486.00	-182.72
82-4100-INTEREST INCOME	7,754.61	9,000.00	-1,245.39
82-5481-HOMEOWNER PROPERTY TAX RE...	401.38	809.00	-407.62
82-7700-OTHER	14,094.00	0.00	14,094.00
TOTAL INFLOWS	106,480.61	157,757.00	-51,276.39
OUTFLOWS			
86-1035-WORKMAN'S COMP	0.00	6,000.00	6,000.00
86-2050-CLOTHING	5,948.09	6,000.00	51.91
86-2060-COMMUNICATIONS	8,352.23	10,000.00	1,647.77
86-2101-INSURANCE	0.00	6,000.00	6,000.00
86-2120-MAINTENANCE EQ	4,711.58	12,000.00	7,288.42
86-2130-MAINTENANCE STRUCTURES	11,946.01	15,000.00	3,053.99
86-2140-MED SUPPLIES	4,974.84	6,500.00	1,525.16
86-2150-MEMBERSHIPS	2,147.00	2,500.00	353.00
86-2170-OFFICE SUP	475.47	600.00	124.53
86-2181-AUDITS	745.00	5,000.00	4,255.00
86-2184-ARCH ENG	0.00	2,000.00	2,000.00
86-2185-MED AND DENTAL	0.00	1,000.00	1,000.00
86-2187-ED AND TRAINING	6,716.60	10,000.00	3,283.40
86-2189-PROF AND SPEC	0.00	1,500.00	1,500.00
86-2220-SM TOOLS	2,530.64	3,500.00	969.36
86-2231-ELECTION SUP	0.00	0.00	0.00
86-2250-TRANSPORTATION	17,548.17	25,000.00	7,451.83
86-2260-UTILITIES	2,849.24	3,000.00	150.76
86-3113-PAYMNTS TO GOVT AGENCIES	1,166.14	3,000.00	1,833.86
86-4360-BUILDINGS AND IMPROVEMENTS	6,334.16	10,000.00	3,665.84
86-4370-EQUIPMENT	2,818.09	5,000.00	2,181.91
TOTAL OUTFLOWS	79,263.26	133,600.00	54,336.74
OVERALL TOTAL	27,217.35	24,157.00	3,060.35

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7/1/2007 through 6/30/2008 Using Budget 2007-2008

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7/1/2007 through 4/29/2008 Using Budget 2007-2008

4/29/2008

Page 1

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INFLOWS			
82-1110 CURRENT SECURED TAX	37,665.23	56,036.75	-18,371.52
82-1120-CURRENT UNSECURED TAX	1,976.03	1,705.14	270.89
82-1130-SB813 SUPPLEMENTAL TAX	1,866.85	2,353.79	-486.94
82-1210-PRIOR SECURED TAX	-233.27	0.00	-233.27
82-1220-PRIOR UNSECURED TAX	0.00	88.05	-88.05
82-1300-SPECIAL TAX	42,652.50	62,291.67	-19,639.17
82-1600-TIMBER TAX	303.28	403.65	-100.37
82-4100-INTEREST INCOME	7,754.61	7,475.00	279.61
82-5481-HOMEOWNER PROPERTY TAX RE...	401.38	671.91	-270.53
82-7700-OTHER	14,094.00	0.00	14,094.00
TOTAL INFLOWS	106,480.61	131,025.96	-24,545.35
OUTFLOWS			
86-1035-WORKMAN'S COMP	0.00	4,983.33	4,983.33
86-2050-CLOTHING	5,948.09	4,983.33	-964.76
86-2060-COMMUNICATIONS	8,352.23	8,305.56	-46.67
86-2101-INSURANCE	0.00	4,983.33	4,983.33
86-2120-MAINTENANCE EQ	4,711.58	9,966.67	5,255.09
86-2130-MAINTENANCE STRUCTURES	11,946.01	12,458.33	512.32
86-2140-MED SUPPLIES	4,974.84	5,398.60	423.76
86-2150-MEMBERSHIPS	2,147.00	2,076.40	-70.60
86-2170-OFFICE SUP	475.47	498.33	22.86
86-2181-AUDITS	745.00	4,152.77	3,407.77
86-2184-ARCH ENG	0.00	1,661.10	1,661.10
86-2185-MED AND DENTAL	0.00	830.56	830.56
86-2187-ED AND TRAINING	6,716.60	8,305.56	1,588.96
86-2189-PROF AND SPEC	0.00	1,245.83	1,245.83
86-2220-SM TOOLS	2,530.64	2,906.94	376.30
86-2231-ELECTION SUP	0.00	0.00	0.00
86-2250-TRANSPORTATION	17,548.17	20,763.90	3,215.73
86-2260-UTILITIES	2,849.24	2,491.67	-357.57
86-3113-PAYMNTS TO GOVT AGENCIES	1,166.14	2,491.67	1,325.53
86-4360-BUILDINGS AND IMPROVEMENTS	6,334.16	8,305.56	1,971.40
86-4370-EQUIPMENT	2,818.09	4,152.77	1,334.68
TOTAL OUTFLOWS	79,263.26	110,962.21	31,698.95
OVERALL TOTAL	27,217.35	20,063.75	7,153.60



C O U N T Y O F M E N D O C I N O

TREASURER-TAX COLLECTOR

501 LOW GAP ROAD #1060

UKIAH, CA 95482-4498

PHONE: (707) 463-4321

FAX: (707) 463-4166

April 15, 2008

TO: Mendocino County Pool Participants
FROM: Shari Schapmire, Treasurer-Tax Collector
SUBJECT: March 31, 2008 - Investment Report

Attached herewith is a listing of all investments held by the Mendocino County Investment Pool as of March 31, 2008. The investments have been made in accordance with the Investment Policy and are permitted investments according to current California law.

Due to the nature of a public funds portfolio, it is mandatory that moneys be available to meet the monetary requirements inherent to operating a public entity. Therefore funds are invested in such a manner that money will always be available, without risk of trading loss, to pay normal cash requirements. Due to the current market volatility, the pool contains no investments in commercial paper at this time. My concern is not with receiving the full amount of principle and interest upon maturity but more with liquidating the investment should the need arise.

In accordance with instructions from the County Grand Jury Auditor, the market value of the investments includes the market value of the investments and prepaid interest that was paid at the time the investments were purchased. The Market value of the investments is provided by Union Bank of California acting in the capacity of "safekeeping agent" for the investments.

Our first round table discussion on the investment pool was held on February 13, 2008; a list of the discussion items is attached for your informational purposes. If you have any questions regarding this report or the investments reported, please do not hesitate to contact me.

INVESTMENTS OF MENDOCINO COUNTY
(QUARTER ENDING - MARCH 31, 2008)

INVESTMENT	COST	PAR VALUE	MARKET VALUE	COUPON RATE	PURCHASE DATE	MATURITY DATE	DAYS TO MATURITY
CERTIFICATES OF DEPOSIT:							
PNC BANK N.A.	\$ 9,973,100	\$ 10,000,000	\$ 10,002,700	3.00%	10/31/07	10/27/09	575
BARCLAYS BANK N. Y.	\$ 5,509,775	\$ 5,465,000	\$ 5,472,870	5.18%	12/11/07	03/13/09	347
DEUTSCH BANK N.Y.	\$ 10,000,370	\$ 10,000,000	\$ 9,983,000	2.95%	12/03/07	01/09/09	284
BARCLAYS BANK N. Y.	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	2.48%	03/20/08	09/22/08	175
BNP PARIBUS	\$ 5,087,704	\$ 5,000,000	\$ 5,000,000	2.54%	03/20/08	06/20/08	81
ROYAL BANK OF SCOTLAND	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	4.90%	11/30/07	05/30/08	60
DEXIA LOCAL CREDIT	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	3.08%	02/29/08	05/30/08	60
LOCAL AGENCY INVESTMENT FUND							
COUNTY FUND	\$ 40,000,000	\$ 40,000,000	\$ 40,000,000	3.64%	N/A	N/A	1
MENDOCINO UNIFIED SCHOOL DISTRICT	\$ 13,287,067	\$ 13,287,067	\$ 13,287,067	3.64%	N/A	N/A	1
UNION BANK SWEEP ACCOUNT	\$ 1,756,164	\$ 1,756,164	\$ 1,756,164	2.66%	N/A	N/A	1
CALIFORNIA ASSET MANAGEMENT CO.	\$ 17,150,242	\$ 17,150,242	\$ 17,150,242	3.10%	N/A	N/A	1
COMMERCIAL PAPER							
MEDIUM TERM NOTES							
GE CAP. CORP. F.R. M. T.N.	\$ 6,009,642	\$ 6,000,000	\$ 5,945,460	5.40%	04/19/07	10/21/10	934
SUN LIFE FIN. GLOBAL F.R. M.T.N.	\$ 2,015,821	\$ 2,000,000	\$ 2,005,180	5.04%	08/15/05	07/06/10	827
HSBC FIN. CORP. F.R.M.T.N.	\$ 6,030,564	\$ 6,000,000	\$ 5,540,100	5.14%	04/20/07	05/10/10	770
LIBERTY LIGHT U. S. CAPITAL F.R.M.T.N.	\$ 3,000,774	\$ 3,000,000	\$ 2,905,050	5.20%	12/27/06	11/16/09	595
LIBERTY LIGHT U. S. CAPITAL F.R.M.T.N.	\$ 5,001,350	\$ 5,000,000	\$ 4,841,750	5.20%	01/12/07	11/16/09	595
EATON CORP. F.R.M.T.N.	\$ 8,001,672	\$ 8,000,000	\$ 7,971,760	4.97%	04/30/07	08/10/09	497
GOLDMAN SACHS GROUP F.R.M.T.N.	\$ 5,006,270	\$ 5,000,000	\$ 4,935,250	5.08%	04/03/07	06/23/09	449
MORGAN STANLEY F.R.M.T.N.	\$ 5,007,485	\$ 5,000,000	\$ 4,943,000	5.23%	12/27/06	02/09/09	315
BANK OF AMERICA CORP. SENIOR	\$ 5,039,301	\$ 5,000,000	\$ 4,995,600	5.13%	02/28/06	02/01/09	307
SLM CORP. F.R.M.T.N.	\$ 5,013,875	\$ 5,000,000	\$ 4,476,800	5.40%	04/03/07	01/26/09	301
JEFFERSON PILOT LIFE FUNDING TRUST	\$ 5,009,340	\$ 5,000,000	\$ 5,003,350	5.37%	12/19/05	06/02/08	63
TREASURIES							
AGENCIES							
FHLB CAPPED FLOATING NOTE	\$ 4,997,500	\$ 5,000,000	\$ 4,998,100	5.32%	03/09/04	01/23/09	298
TOTAL INVESTMENTS	\$ 187,898,016	\$ 187,658,473	\$ 186,213,442				

MENDOCINO COUNTY INVESTMENT POOL

*Round Table Discussion
February 13, 2008*

The following entities were represented at our first meeting:

Treasurer's Office – 2
Auditor's Office – 2
Board of Supervisors – 1
Chief Executive Office – 1
County Counsel – 1
Office of Education – 3
School District Business Managers – 6
Mendocino College – 1
Ukiah Valley Fire District – 1
Member of the public – 1

The following items were discussed:

- 1) Dissolution of the Investment Oversight Committee - The history of the Investment Oversight Committee was provided as well as the reasons the committee was dissolved. All participants appear to be comfortable with this situation as long as the Treasurer maintains the current practice of supplying quarterly investment reports and allowing input for potential revisions to the Investment Policy.
- 2) Statement of Investment Policy – The 2008 Investment Policy, adopted by the Board of Supervisors on February 5, 2008, was provided to all participants. The following highlights of the policy were discussed – (1) the purpose of the policy is to provide pool participants a clear understanding of the internal guidelines that will be observed while investing funds, (2) the Treasurer's primary and overriding objective while investing are safety first, then liquidity, then yield – always in that order, (3) the Treasurer is subject to the "Prudent Person Rule" requiring the Treasurer to exercise judgment and care while investing funds, (4) delegation of authority to staff for day-to-day operation of the office, (5) authorized dealer requirements, and (6) temporary constraints and restrictions on investments.
- 3) Investment Strategy – A summary of all currently held investments were provided to the participants. Descriptions of the various investment types were explained in detail. The following investment strategy was explained – (1) the investment pool will remain diversified at all times, (2) all investments are purchased with the intent to hold to maturity thereby eliminating market risks, (3) sufficient liquidity is maintained in the pool to insure availability of funds at all times, (4) it is our

intent to purchase investments from entities that are "too big to fail", (5) above all else, SAFETY FIRST.

- 4) Banking Services – All participants were provided with a pricing schedule for banking services. Our current contract with Bank of America is effective through December 31, 2008. The current contract has drastically reduced our costs for banking services.
- 5) Investment Pool Costs – All participants were provided with a breakdown of fixed and variable cost charges paid out of the interest pool. Fixed costs largely consist of Administration costs (approximately 43% of the overall salaries and benefits attributable to the Treasurer-Tax Collector's Office), Investment Advisor fees, and maintenance charges for the Remittance Processor. Variable costs include banking fees, safekeeping fees, and minimal other costs. As of the quarter ending December 31, 2007, the applicable cost charge was .18 cents per every \$100.00 in the pool.
- 6) Interest Apportionment Rates – All participants were provided with Interest Apportionment Rates dating back to the 1996-97 fiscal year. Worksheets indicating how the rates are calculated were also provided. Due to current market conditions, we discussed how interest apportionment rates in the near future would likely be reduced.
- 7) State Pool Concerns – Recent articles from Bloomberg and the Santa Rosa Press Democrat were provided to participants that outlined a recent situation that occurred with the State of Florida Investment Pool. Within a month, the \$27 billion dollar fund was reduced to \$15 billion dollars. Remaining funds were frozen to participating school districts, counties, and cities across Florida due to the run-on-the-bank condition caused by the unprecedented withdrawals. An analyze was performed on the Local Agency Investment Fund, part of the California Pool including investments from virtually every county in California, indicating funds were safe, secure, and remain an appropriate investment vehicle for California local agencies.
- 8) Additional Information - Wiring instructions were provided to the participants so that substantial funds could be wired immediately to our account as opposed to being subject to the delays of the check processing system. In order to reduce the occurrence of rejected checks, the importance of regular weekly deposits was stressed. In order to maximize the funds available for investment, notification of large clearings was encouraged as well as being provided with drawdown schedules for bond funds.

Next meeting tentatively planned for August 2008.

Prepared By: Shari Schapmire on February 14, 2008.



MENDOCINO COUNTY MEMORANDUM

Date: March 6, 2008

To: Albion-Little River Fire Protection District

From: Adrienne Moore *AM*
Deputy Clerk of the Board

Subject: Notice of Board Appointment

Please find enclosed a copy of the *Certificate of Appointment and Oath of Office* reflecting the Board's recent appointment, pursuant to Government Code §1780(f)(1), to the *Albion-Little River Fire Protection District*, as well as an updated membership roster. Please review both carefully and forward any corrections to the Clerk of the Board.

Please feel free to call our office at (707) 463-4221 if you have any questions or need additional information regarding the Board appointment process.

Thank you.

Enclosure

cc: File

CERTIFICATE OF APPOINTMENT AND OATH OF OFFICE

STATE OF CALIFORNIA)
)
County of Mendocino) ss.

I, Kristi Furman, Clerk of the Board of Supervisors of said County of Mendocino, hereby certify that at a regular meeting of said Board of Supervisors, held in Ukiah, of said County, on the 26th day of February, 2008, DAN SITTS was appointed, pursuant to Government Code §1780(f)(1), to the Albion-Little River Fire Protection District, as a *Short-Term Director*, term to expire December 4, 2009, as appears in the records of said Board of Supervisors now in my custody.

IN WITNESS WHEREOF, I hereunto affix my hand and Seal of said Board of Supervisors, this 6th day of March 2008.

Kristi Furman, Clerk

By Adrienne Moore
Deputy

STATE OF CALIFORNIA)
)
County of Mendocino) ss.

I, DAN SITTS, solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Appointee Signature

Subscribed and sworn to before me, this _____ day of _____, 2008, by _____, proved to me on the basis of satisfactory evidence to be the person who appeared before me.

Dan Sitts
P.O. Box 396
Albion, CA 95410

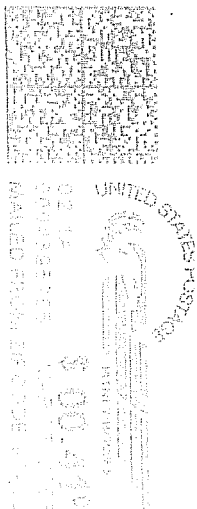
KRISTI FURMAN
Clerk of the Board of Supervisors

By: _____ (Seal)
Deputy



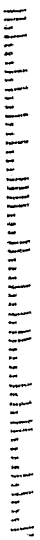
BOARD OF SUPERVISORS
COUNTY OF MENDOCINO
501 Low Gap Road, Room 1090
Ukiah, CA 95482

Albion-Little River Fire Protection District
c/o: Alan Taeger
P.O. Box 805
Albion, CA 95410



95410*

75 8008



ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUDGET OVERVIEW WORKSHEET
September, 2007

UPDATED 3/20/2008		2003-2004		2004-2005		2005-2006		2006-2007		2007-2008	
CODE #	DESCRIPTION	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED
	REVENUE										
821110	CURRENT SECURED TAX	\$47,163.00	\$51,134.00	\$51,798.40	\$55,772.00	\$61,117.00	\$63,486.74	\$67,469.00	\$67,469.00	\$67,469.00	\$67,469.00
821120	CURRENT UNSECURED TAX	\$1,816.00	\$1,850.00	\$1,875.17	\$1,849.00	\$1,916.00	\$2,127.35	\$2,053.00	\$2,053.00	\$2,053.00	\$2,053.00
821130	SB 813 SUPPLEMENTAL TAX	\$1,090.00	\$1,668.00	\$2,191.04	\$2,189.00	\$2,237.00	\$2,985.03	\$2,834.00	\$2,834.00	\$2,834.00	\$2,834.00
821210	PRIOR SECURED PROPERTY TAX	\$0.00	\$49.97	\$67.84	\$0.00	\$0.00	\$3.84	\$0.00	\$0.00	\$0.00	\$0.00
821220	PRIOR UNSECURED PROPERTY TAX	\$72.00	\$242.89	\$114.11	\$110.00	\$103.00	\$129.57	\$106.00	\$106.00	\$106.00	\$106.00
821300	SPECIAL TAX (FIRE ASSESSMENTS)	\$76,220.00	\$75,300.00	\$75,300.00	\$77,032.00	\$77,550.00	\$77,710.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
821600	TIMBER YIELD TAX	\$245.00	\$366.43	\$327.68	\$322.00	\$397.00	\$448.29	\$486.00	\$486.00	\$486.00	\$486.00
821700	HIGHWAY PROPERTY RENTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
824100	INTEREST	\$820.00	\$1,338.07	\$2,998.76	\$966.00	\$7,084.69	\$13,154.55	\$9,000.00	\$9,000.00	\$9,000.00	\$9,000.00
825481	HOMEOWNER PROPERTY TAX RELIEF	\$0.00	\$825.88	\$817.42	\$817.00	\$806.26	\$909.12	\$809.00	\$809.00	\$809.00	\$809.00
825490	STATE OTHER	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
826140	ELECTION SERVICES	\$0.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
827500	SALE OF FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
827700	OTHER	\$0.00	\$2,000.00	\$12,247.54	\$6,000.00	\$461.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
827702	INSURANCE PAYMENT	\$22,000.00	\$23,050.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL REVENUE	\$149,426.00	\$127,459.00	\$147,727.96	\$145,057.00	\$147,126.00	\$160,780.09	\$157,577.00	\$157,577.00	\$157,577.00	\$157,577.00
	APPROPRIATIONS										
861035	WORKERS COMPENSATION INSURANCE	\$7,500.00	\$9,000.00	\$7,972.00	\$9,000.00	\$6,000.00	\$6,208.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
862050	CLOTHING & PERSONAL ITEMS	\$5,000.00	\$4,379.13	\$4,227.67	\$4,000.00	\$3,939.97	\$5,575.14	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
862060	COMMUNICATIONS	\$2,000.00	\$4,365.95	\$3,539.85	\$12,000.00	\$10,659.45	\$5,947.31	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
862061	COMMUNICATIONS-LEASED LINES	\$0.00	\$25.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
862080	FOOD	\$0.00	\$25.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
862090	HOUSEHOLD EXPENSE	\$1,000.00	\$200.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00
862101	INSURANCE - GENERAL	\$7,500.00	\$9,000.00	\$13,575.00	\$9,000.00	\$5,880.00	\$5,880.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
862120	MAINTENANCE - EQUIPMENT	\$10,000.00	\$3,720.71	\$10,760.35	\$10,000.00	\$11,293.34	\$11,873.16	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
862130	MAINTENANCE - STRUCTURES & GROUNDS	\$5,000.00	\$1,584.81	\$1,442.06	\$6,000.00	\$5,200.92	\$9,449.71	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
862140	MEDICAL, DENTAL & LAB SUPPLIES	\$6,000.00	\$3,668.67	\$5,612.73	\$3,000.00	\$4,742.26	\$4,550.15	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
862150	MEMBERSHIPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$459.67	\$500.00	\$500.00	\$500.00	\$500.00
862160	MISCELLANEOUS EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$165.00	(\$100.00)	\$0.00	\$0.00	\$0.00	\$0.00
862170	OFFICE EXPENSE	\$500.00	\$178.20	\$141.26	\$200.00	\$192.34	\$398.35	\$200.00	\$200.00	\$200.00	\$200.00
862181	AUDITING & FISCAL SERVICES	\$3,000.00	\$1,952.01	\$4,413.29	\$5,000.00	\$1,346.20	\$4,169.50	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
862184	ARCHITECT & ENGINEERING SERVICES (811)	\$0.00	\$510.00	\$476.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
862185	MEDICAL, DENTAL SERVICES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$4,505.19	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
862187	EDUCATION & TRAINING	\$10,000.00	\$8,734.47	\$1,208.39	\$5,000.00	\$1,555.80	\$1,554.20	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
862189	PROFESSIONAL & SPECIAL SERVICES - OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.00	\$0.00	\$0.00	\$0.00	\$0.00
862210	RENTS & LEASES BUILDINGS & GROUNDS	\$2,000.00	\$20.37	\$2,098.37	\$2,000.00	\$2,936.02	\$4,294.64	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
862220	SMALL TOOLS & INSTRUMENTS	\$0.00	\$153.66	\$0.00	\$0.00	\$225.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
862231	ELECTION SUPERVISION & SERVICES	\$0.00	\$15,961.80	\$14,630.37	\$16,000.00	\$13,120.18	\$20,212.59	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
862250	TRANSPORTATION & TRAVEL	\$3,000.00	\$3,561.91	\$2,502.83	\$3,000.00	\$2,663.27	\$3,340.58	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
862260	UTILITIES	\$100.00	\$200.85	\$179.89	\$300.00	\$1,588.45	\$2,380.19	\$300.00	\$300.00	\$300.00	\$300.00
863113	PAYMENTS TO OTHER GOVT AGENCIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
864350	LAND	\$0.00	\$43,126.65	\$544.00	\$0.00	\$15,751.77	\$7,502.14	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
864360	STRUCTURES & IMPROVEMENTS	\$0.00	\$6,072.77	\$2,091.05	\$5,000.00	\$1,564.61	\$27,304.46	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
864370	EQUIPMENT	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL APPROPRIATIONS	\$93,600.00	\$81,700.00	\$107,604.11	\$90,700.00	\$92,788.46	\$133,274.29	\$118,500.00	\$118,500.00	\$118,500.00	\$118,500.00

Buy on new system 11/1

ALRFPD Board of Directors Business Meeting Minutes 4/30/08

Wednesday, April 30, 2008, @ Stn 810, 33900 West Street, Albion, CA

1. Meeting called to order at 7:40. Attending Directors Alan Taeger, Richard Riley, Ed Petrykowski and Dan Sitts, along with Chief Derek Wilson, Stacey Weil-Dye, Bruce Jenkins, Ted Williams, Oliver Sealer, Jim Marquadt, Erica Geer.
2. A. Oliver Sealer talked about vehicle failure of main type 1 engine. It's paramount to anything we do, to have main engine type 1 online. Would like to see repairs policy in place.
B. Stacey stated that storage containers have been deployed, one on each ridge.
3. Treasurer's report. Carolyn has retired. The Board will be looking for accountant. Need signature changes at bank after positions filled. Budget report was examined.
4. Chief report (18 current members)
 - A. No Report
 - B. Two firefighter becoming EMT1s soon (now 9 EMT1s)
 - C. Training of structure burns. Richard suggesting recruitment at BBQ.
 - D. Phone change needed to forward fire department number. OK to Change.
 - E. Compensation for chiefs private vehicle. Suggested use fire department fuel.Repair needs at station 8131 wood tank structure, agenda this item for next meeting.
F. Dan Sitts asked chief if a secretary would help with chiefs paperwork, create records and database department training and call reports. Chief will talk about this at officers meeting.
5. A. No Report
B. Minutes. Minutes of the March 26, 2008 regular meeting were approved.
6. No update on building project.
7. A. Alan presented copy of state law that describe District Board structure. Treasurer is the county. Alan read proposed change to the District bylaws to align with state requirements. Vote was taken and passed unanimously. Alan will update bylaws.
B. Election of officers. Dan Sitts secretary. Rich Riley Vice-president. Alan Taeger President. Ed Petrykowski member.
C. Board member will receive training on how to relate to county. Trainer Janine Nadel is available from county, this will take a special board meeting. Tentative Wednesday June 4 at 7pm.
8. A. Power is on to 815. Radio repeater will be moved to that site at some time in near future.
B. Alan talked with Fort Bragg Deisel about maintenance. FBD can respond to emergency repairs will do routine maintenance checks but needs to put vehicles on rack in Fort Bragg. Offered to pick up and deliver vehicles. Alan proposed to contract with Fort Bragg Deisel. Richard stated that department should be authorized to make small repairs by volunteers or other professional during emergencies. Alan suggested that even during emergencies only professionals mechanics will do work on parts that move the engine or stop the engine. Dan will contact Steve Weir of Cal Fire for possible vehicle maintenance.
9. C. insurance company wants to talk to Board about District coverage. Alan will set up a future meeting.
10. Signature cards ready for signature on Monday or early next week. Dan will contact Board.
11. Next meeting May 28, 7:30 pm.

Minutes approved as corrected by unanimous vote of the board at the May 28, 2008 regular business meeting.