



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING AGENDA

Wednesday, October 21, 2026 10:00AM

Please note that this meeting will be held at ALRFPD Station 810, 33900 West Street, Albion, CA and via videoconference on the Zoom platform. Information on attending this meeting can be found on our website: <https://www.alrfpd.com> under the NOTICES tab.

1. **Call to Order and determination of a quorum.**
2. **Roll Call.**
3. **Motion by Secretary Steve Acker to adopt the agenda:**
4. **Public communication to the board:**

ZOOM Invitation

Albion-Little River Fire Protection District is inviting you to a scheduled Zoom meeting.

Topic: Albion-Little River Fire Protection District's Zoom Meeting

Time: Oct 21, 2026 10:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82052411506?pwd=fE5PKHkIDD5CBX61kOVOuGQz5MnF0I.1>

Join and take notes

<https://us06web.zoom.us/j/82052411506?pwd=fE5PKHkIDD5CBX61kOVOuGQz5MnF0I.1&mynotes=on>

Meeting chat link

<https://us06web.zoom.us/jc/82052411506>

Meeting ID: 820 5241 1506

Passcode: 456804

One tap mobile

[+16694449171](tel:+16694449171),82052411506#,,,*,456804# US

[+16699006833](tel:+16699006833),82052411506#,,,*,456804# US (San Jose)

Join by SIP

• 82052411506@zoomcrc.com

Join instructions

https://us06web.zoom.us/join/82052411506/invitations?signature=Z7r0D31fO3cn8tCGLE7DjgnUZHvCvCTHV_GM-M2zvxs

This meeting is being presented in a hybrid format, both in person at ALRFPD Station 810 and via ZOOM.

To speak during public comment portions of the agenda via ZOOM, please join the meeting and use the raise hand feature when the Board President or the Board Vice President calls for public comment on the item you wish to address.

Public Comments on Non-Agenda Items

Members of the public may address the board pursuant to the Brown Act. No person shall speak without being recognized by the Board President or the Board Vice President. Public comments are restricted to three (3) minutes per speaker.

Any citizen, after being recognized by the Board President or Board Vice President may speak on any topic that may be a proper subject for discussion before the Board for such period of time as the Board President or Board Vice President may determine is appropriate under the circumstances of the particular meeting, including the number of persons wishing to speak or the complexity of a particular topic. Time limitations shall be set without regard to a speaker's point of view or the content of the speech, as long as the speaker's comments are not disruptive of the meeting.

BROWN ACT REQUIREMENTS: The Brown Act does not allow action or discussion on items not on the agenda (subject to narrow exceptions). This will limit the Board's response to questions and requests made during this comment period.

*WRITTEN PUBLIC COMMENTS: Written public comments received after agenda publication are forwarded to all Board members as soon as possible after receipt. **Members of the public may address the board by emailing the board at board@albionfire.com on any matter within the jurisdiction of the board.***

5. **Chief's report:**
6. **Consent calendar:** The following consent items are expected to be routine and non-controversial, and will be acted on by the board in a single action without discussion unless a request is made by a board member or a member of the public to move an item for discussion or separate action
 - a. **Approval of the September 16, Regular meeting minutes** (see packet)
 - b. **Acceptance of submitted current financial report.** (see packet)
7. **Committee Reports:**
 - a. **Building Committee:**
 - b. **Treasurers report:** Welty
 - c. **Finance Committee:**
 - d. **MCAFD report:** Linstedt
 - e. **Fire Tax Ad Hoc Committee**
 - f. **Fire Safe Council:** Lapidus
 - g. **Strategic plan:**
8. **Items for discussion and possible action by the board**
 - a. **Complete package of Training Documents requested.**
 - b. **Review of Conflict of Interest Code in Bylaws (Sec 1120 found on page 9).** (see packet)
 - c. **Resolution for legal services annual maximum \$.**
 - d. **Fundraising.**
9. **Directors Discussion:**
 - a. **Political Position - Discussion - should the Board discuss taking a political position?**
10. **Closed Session:** Gov. Code 54957(b)(1) Personnel
11. **ADJOURNMENT:**



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING MINUTES draft

Wednesday, September 16, 2026 10:00AM

Please note that this meeting was held at ALRFPD Station 810, 33900 West Street, Albion, CA

1. **Call to Order and determination of a quorum.** The meeting was called to order at 10:09 AM by President Linstedt. Directors Acker, Linstedt, and Campbell were present at Station 810. Also present Ken Schaffer and Sydell Lapidus. Director Welty and Chief Rees were present on Zoom..
2. **Roll Call.** Acker present, Linstedt present, Welty present on Zoom, Campbell present.
3. **Motion by Secretary Steve Acker to adopt the agenda:** Approved by a vote of 3 ayes
4. **Public communication to the board:** none
5. **Chief's report:** Strike Teams were out 3 times. Community Foundation applied for. Cal Chiefs Meeting scholarship applied for.
6. **Consent calendar:** Approved by a vote of 3 ayes
 - a. **Approval of the August 19 Regular meeting minutes** (see packet)
 - b. **Approval of the August 25 Special Meeting Minutes** (see packet)
 - c. **Acceptance of submitted current financial report.** (see packet)
7. **Committee Reports:**
 - a. **Building Committee:** Paul Shandel will do ground work for tank foundation and 811 apron.
 - b. **Treasurers report:** Welty- Bookkeeper needs online access to bank statements.
 - c. **Finance Committee: Special Assessment report** (see packet) The Submitted Special Assessment file was accepted.
 - d. **MCAFD report:** Linstedt: **no report**
 - e. **Fire Tax Ad Hoc Committee:** **no report**
 - f. **Fire Safe Council:** Lapidus: CRV collection on Sunday 9/20 \$1000+- so far. Saturday 9/19 2pm to 3pm disaster prep workshop at the Woods. Evacuation Board Game Oct. 25th 1 to 2:30 at the Woods.
 - g. **Strategic plan:** no report
8. **Items for discussion and possible action by the board**
 - a. William L Adams, P.C. Professional Services Agreement (see packet)
 1. Motion to accept Legal Services from William L. Adams, P.C. professional services acknowledging payment time may be extended if both parties agree. Approved by a vote of 3 ayes
 2. Welty and Chief Rees will be contacts for legal services.
9. **Directors Discussion:**
10. **ADJOURNMENT:** Meeting adjourned at 11:20 am. The next regular meeting has been scheduled for Wednesday, October 21, 2026 10:00 am at Station 810 and Zoom. A special meeting with the Auxiliary tentatively scheduled for September 29th 4:00 pm at station 810.

Albion Little River Fire Protection District

Balance Sheet

As of September 30, 2026

3:14 PM

10/15/26

Accrual Basis

	Sep 30, 26
ASSETS	
Current Assets	
Checking/Savings	
1000 · General Cash	
1050 · Local Agency Investment Fund	
Transferred from Fee Service	22,000.00
Transferred from Donations	171,000.00
Transferred from Public Tax	100,000.00
1050 · Local Agency Investment Fund - Other	385,222.80
Total 1050 · Local Agency Investment Fund	678,222.80
1001 · Public Tax Account	5,393.57
1002 · Fee Service Fund	37,535.57
1003 · District Checking	46,003.55
1004 · County Held Funds	16.86
1005 · Building Fund - Checking	16,475.96
1006 · Fire Department - Donations	53,446.80
Total 1000 · General Cash	837,095.11
Total Checking/Savings	837,095.11
Total Current Assets	837,095.11
Fixed Assets	
1600 · Accumulated Depreciation	-611,890.00
1500 · Building & Improvements	578,481.86
1400 · Construction-in-Progress	
1404 · 810 New Building Project	109,881.58
Total 1400 · Construction-in-Progress	109,881.58
1550 · Firefighting Equipment	
1553 · Vehicle Purchase	5,000.00
1550 · Firefighting Equipment - Other	503,254.00
Total 1550 · Firefighting Equipment	508,254.00
1450 · Land	377,970.68
Total Fixed Assets	962,698.12
TOTAL ASSETS	1,799,793.23
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	15,501.64
Total Accounts Payable	15,501.64
Other Current Liabilities	
2100 · Payroll Liabilities	42.09
Total Other Current Liabilities	42.09
Total Current Liabilities	15,543.73
Total Liabilities	15,543.73
Equity	
3201 · Investment in Capital Assets	1,099,667.00
3200 · Undesignated Fund Balance	801,825.32
Net Income	-117,242.82
Total Equity	1,784,249.50

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Albion Little River Fire Protection District

Balance Sheet

As of September 30, 2026

3:14 PM

10/15/26

Accrual Basis

	Sep 30, 26
TOTAL LIABILITIES & EQUITY	1,799,793.23

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

July through September 2026

	Jul - Sep 26	Budget	\$ Over Budget	% of Budget
Income				
4100 · Property Taxes				
4101 · CURRENT SECURED TAX	0.00	102,425.00	-102,425.00	0.0%
4102 · CURRENT UNSECURED TAX	0.00	3,198.00	-3,198.00	0.0%
4103 · SB813 SUPPLEMENTAL TAX	0.00	919.00	-919.00	0.0%
4105 · PRIOR UNSECURED TAX	0.00	141.00	-141.00	0.0%
Total 4100 · Property Taxes	0.00	106,683.00	-106,683.00	0.0%
4200 · Other Taxes				
4202 · SPECIAL TAX	0.00	165,218.00	-165,218.00	0.0%
4203 · TOT - Measures D & E	0.00	21,517.00	-21,517.00	0.0%
4204 · Measure P	0.00	116,320.00	-116,320.00	0.0%
4205 · TIMBER TAX	0.00	350.00	-350.00	0.0%
Total 4200 · Other Taxes	0.00	303,405.00	-303,405.00	0.0%
4400 · Intergovernmental - Grants				
4405 · Other	0.00	0.00	0.00	0.0%
Total 4400 · Intergovernmental - Grants	0.00	0.00	0.00	0.0%
4500 · Intergovernmental - State				
4501 · HOMEOWNER PROPERTY TAX	0.00	600.00	-600.00	0.0%
4502 · Highway Property Rental	0.00	3.00	-3.00	0.0%
4503 · PROP 172	0.00	13,500.00	-13,500.00	0.0%
4505 · Fire Recovery USA, LLC	0.00	9,205.00	-9,205.00	0.0%
4506 · Cal Fire ABH	0.00	76,182.00	-76,182.00	0.0%
4500 · Intergovernmental - State - Other	0.00	642.00	-642.00	0.0%
Total 4500 · Intergovernmental - State	0.00	100,132.00	-100,132.00	0.0%
4600 · USE OF MONEY & PROPERTY				
4601 · INTEREST INCOME	6,361.61	0.00	6,361.61	100.0%
Total 4600 · USE OF MONEY & PROPERTY	6,361.61	0.00	6,361.61	100.0%
4700 · OTHER REVENUE				
4705 · Inspection Fees	0.00	0.00	0.00	0.0%
4704 · Reserves	0.00	24,000.00	-24,000.00	0.0%
4702 · Fire Recovery USA Fees	0.00	0.00	0.00	0.0%
Total 4700 · OTHER REVENUE	0.00	24,000.00	-24,000.00	0.0%
4800 · Donations				
4805 · Business	0.00	0.00	0.00	0.0%
4806 · Individual	37,574.10	0.00	37,574.10	100.0%
4800 · Donations - Other	0.00	0.00	0.00	0.0%
Total 4800 · Donations	37,574.10	0.00	37,574.10	100.0%
Total Income	43,935.71	534,220.00	-490,284.29	8.2%
Gross Profit	43,935.71	534,220.00	-490,284.29	8.2%
Expense				
5000 · Salaries and Benefits				
5004 · CalFire ABH/OES	0.00	169,000.00	-169,000.00	0.0%
5011 · Hiring Expenses	0.00	0.00	0.00	0.0%
5001 · Full-Time Salaries	22,500.00	109,560.00	-87,060.00	20.5%
5002 · Part-Time Salaries	7,947.51	44,520.00	-36,572.49	17.9%
5003 · On-Call Stipends	3,155.39	23,320.00	-20,164.61	13.5%
5005 · Payroll Taxes	2,612.71	0.00	2,612.71	100.0%
5010 · Payroll Fees	55.00	0.00	55.00	100.0%
5101 · MISC EMPLOYEE BENEFITS	33.74	9,858.00	-9,824.26	0.3%
5102 · WORKERS COMPENSATION	26,588.00	15,673.00	10,915.00	169.6%
5103 · CLOTHING & PERSONAL ITE	5,420.80	12,720.00	-7,299.20	42.6%
5104 · MED AND DENTAL	6,000.00	33,540.00	-27,540.00	17.9%
5105 · EDUCATION & TRAINING	1,214.95	9,540.00	-8,325.05	12.7%
Total 5000 · Salaries and Benefits	75,528.10	427,731.00	-352,202.90	17.7%
6000 · Materials Services and Supplies				
6050 · Communications				
6059 · Applications/Software	0.00	5,000.00	-5,000.00	0.0%
6058 · Radios-Mobile/Portable	0.00	4,400.00	-4,400.00	0.0%
6056 · Pagers	0.00	500.00	-500.00	0.0%
6055 · Radios and Maintenance/Repair	0.00	500.00	-500.00	0.0%
6052 · TELEPHONE	770.88	5,000.00	-4,229.12	15.4%
6053 · Web Design	475.00			
6054 · WEBHOSTING	169.90			
6051 · INTERNET SERVICE	855.00	6,500.00	-5,645.00	13.2%
6050 · Communications - Other	1,075.66	0.00	1,075.66	100.0%
Total 6050 · Communications	3,346.44	21,900.00	-18,553.56	15.3%
6000 · Materials Services and Supplies - Other	0.00	0.00	0.00	0.0%
Total 6000 · Materials Services and Supplies	3,346.44	21,900.00	-18,553.56	15.3%
6100 · FOOD	1,115.49	6,000.00	-4,884.51	18.6%
6150 · INSURANCE GENERAL	37,341.43	38,478.00	-1,136.57	97.0%
6200 · Maintenance				
6201 · MAINTENANCE EQUIPMENT	0.00	4,500.00	-4,500.00	0.0%
6202 · Vehicle Maintenance	102.08	8,000.00	-7,897.92	1.3%
6203 · MAINTENANCE STRUCTURES	1,681.73	2,000.00	-318.27	84.1%
6250 · MEDICAL, LAB SUPPLIES	1,243.59	5,565.00	-4,321.41	22.3%
6200 · Maintenance - Other	0.00	7,740.00	-7,740.00	0.0%
Total 6200 · Maintenance	3,027.40	27,805.00	-24,777.60	10.9%
6300 · MEMBERSHIPS	0.00	3,573.00	-3,573.00	0.0%
6350 · DISTRICT OFFICE SUPPLIE	3,444.40	15,000.00	-11,555.60	23.0%
6400 · PROFESIONAL & SPECIAL SERVICES	0.00	2,200.00	-2,200.00	0.0%
6401 · AUDITING & FISCAL SERVI	2,637.75	9,500.00	-6,862.25	27.8%
6700 · TRANSPORTATION & TRAVEL				
6709 · Misc Travel Expense	1,075.72			
6701 · Fleet Fuel	5,071.91	22,000.00	-16,928.09	23.1%

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

July through September 2026

	Jul - Sep 26	Budget	\$ Over Budget	% of Budget
6700 · TRANSPORTATION & TRAVEL - Other	0.00	0.00	0.00	0.0%
Total 6700 · TRANSPORTATION & TRAVEL	6,147.63	22,000.00	-15,852.37	27.9%
6600 · SMALL TOOLS & SUPPLIES	1,735.14	3,000.00	-1,264.86	57.8%
6650 · ELECTION SUPERVISION & SERVICES	0.00	3,500.00	-3,500.00	0.0%
6750 · UTILITIES				
6751 · Redwood Waste Solutions	668.88	2,400.00	-1,731.12	27.9%
6752 · Albion Water District	185.00	750.00	-565.00	24.7%
6753 · PG&E	1,421.55	5,200.00	-3,778.45	27.3%
6754 · Propane	0.00	1,000.00	-1,000.00	0.0%
6755 · Thompson Septic Service	948.09	3,200.00	-2,251.91	29.6%
Total 6750 · UTILITIES	3,223.52	12,550.00	-9,326.48	25.7%
6800 · PAYMENTS TO GOVT AGENCIES	1,236.49	3,309.00	-2,072.51	37.4%
7800 · Other Expenses - Grants	0.00	0.00	0.00	0.0%
8000 · Capital Outlay				
8250 · Construction in Progress	0.00	0.00	0.00	0.0%
8100 · BUILDINGS & IMPROVEMENT	950.00	30,000.00	-29,050.00	3.2%
8200 · EQUIPMENT (PURCHASE)				
8201 · Office Equipment	0.00	0.00	0.00	0.0%
8202 · Firefighting Equipment	1,748.30	8,677.00	-6,928.70	20.1%
8203 · Medical Equipment	0.00	5,500.00	-5,500.00	0.0%
8207 · Leased Equipment	19,696.44	63,600.00	-43,903.56	31.0%
8200 · EQUIPMENT (PURCHASE) - Other	0.00	77,777.00	-77,777.00	0.0%
Total 8200 · EQUIPMENT (PURCHASE)	21,444.74	155,554.00	-134,109.26	13.8%
Total 8000 · Capital Outlay	22,394.74	185,554.00	-163,159.26	12.1%
9990 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Total Expense	161,178.53	782,100.00	-620,921.47	20.6%
Net Income	-117,242.82	-247,880.00	130,637.18	47.3%

1120 - CONFLICT OF INTEREST

1. The Political Reform Act, Government Code Subsection 8100, et. seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. This Fair Political Practices Commission has adopted a regulation, 2 cal. Code of Regs., Subsection 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 cal. Code of Regs., Subsection 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and., along with the attached Appendix A in which members of the Board of Directors and employees are designated, and in which disclosure categories are set forth, constitute the conflict of interest code of the Albion Little River Fire Protection District.
2. All Directors will file statements of economic interests (Form 700) with the Clerk of the County of Mendocino within 30 days of assuming office and annually per Government Code Section 87200.

APPENDIX A

Designated Positions:

All members of the board of directors of the Albion Little River Fire Protection District.

Disclosure Categories for Above Designated Positions:

All sources of Income.

Interests In real property:

Investments and business positions in business entities.

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT

RESOLUTION NO. 2026-10-21

A RESOLUTION AUTHORIZING LEGAL SERVICES FOR DISTRICT REAL PROPERTY MATTERS AND ESTABLISHING FISCAL-YEAR EXPENDITURE LIMITS

WHEREAS, the Albion Little River Fire Protection District (“District” or “ALRFPD”) requires legal services concerning District-owned real property affected by the California Department of Transportation (“Caltrans”) Albion Bridge Project, including potential property acquisition and the possible use of District property for project staging; and

WHEREAS, Caltrans has reportedly requested to purchase a portion of District-owned property for purposes associated with the Albion Bridge Project and may request additional District property for use as a construction staging area; and

WHEREAS, the Board of Directors recognizes its responsibility to protect and preserve District-owned property, safeguard the District’s financial resources, and ensure the uninterrupted operation of District facilities and emergency services; and

WHEREAS, the District’s financial resources are limited, and legal services expenditures were not specifically included in the District’s approved Fiscal Year 2026–2027 budget; and

WHEREAS, the District currently has General Counsel, but the availability and scope of extended legal representation are not established by a written contract, and additional legal representation may be necessary to address the matters described in this Resolution; and

WHEREAS, the Board of Directors desires to authorize appropriate legal services while establishing a defined expenditure limit and retaining Board oversight of significant legal, financial, and real property decisions;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Albion Little River Fire Protection District as follows:

Section 1. Authorization to Obtain Legal Services

The Board authorizes the Fire Chief to engage qualified legal counsel, subject to applicable District policies and the limitations established in this Resolution, to advise and represent the District concerning:

1. The District’s real property interests in connection with the Caltrans Albion Bridge Project;
2. Proposed acquisition, purchase, use, or temporary occupation of District property by Caltrans, including any proposed construction staging area; and

3. Related legal matters necessary to protect the District's property rights and interests and, if separately authorized by the Board, other matters involving the District's general legal needs.

Section 2. Fiscal-Year Expenditure Limit

The Board establishes a maximum expenditure of **Ten Thousand Dollars (\$10,000)** for legal services authorized under this Resolution during Fiscal Year 2026–2027, ending June 30, 2027.

This limit applies to the aggregate amount of legal fees and related expenses incurred under this authorization, regardless of the number of attorneys or law firms engaged.

Expenditures exceeding this limit may be authorized only by a subsequent resolution adopted by the Board of Directors. Any such authorization shall identify the additional amount approved and the applicable scope of services.

The Fire Chief shall monitor legal expenditures and advise the Board when incurred and anticipated costs approach the authorized limit. No commitment shall be made that would cause the District to exceed the limit without further Board authorization.

Section 3. Fire Chief's Administrative Authority

The Board authorizes the Fire Chief to execute engagement letters and other administrative documents necessary to obtain the legal services authorized by this Resolution, provided that such documents are consistent with its scope and expenditure limitations.

The Fire Chief is further authorized to review, approve, and pay properly documented invoices for authorized legal services, subject to the expenditure limit, applicable District financial controls, and any required Board approval.

This authority does not include the authority to execute an agreement conveying, selling, leasing, licensing, or otherwise transferring an interest in District real property, or to approve a settlement or other material disposition of District property rights, without further authorization by the Board of Directors.

Section 4. Protection of Fire Station Operations

The Board authorizes the Fire Chief to consult with legal counsel and take appropriate steps, consistent with this Resolution and applicable law, to protect the continued operation of Albion Fire Station 810, located at 33900 West Street on District-owned property.

The authorized services may include evaluating proposed Caltrans activities, reviewing property and access rights, advising on potential operational impacts, and recommending appropriate legal or protective measures.

Any material litigation, settlement, or other action requiring a separate Board decision shall be presented to the Board for consideration and authorization, except where immediate action is legally necessary to protect the District's interests and further Board authorization cannot reasonably be obtained in time. Any such emergency action must be consistent with applicable law and the expenditure limits established by this Resolution.

Section 5. No Authorization to Convey District Property

Nothing in this Resolution authorizes the sale, conveyance, lease, license, or other transfer of District-owned real property or any interest therein. Any proposed transaction involving District real property shall be presented to the Board for separate consideration and approval in accordance with applicable law.

Section 6. Effective Date and Duration

This Resolution shall take effect immediately upon its adoption. The expenditure authorization established herein shall remain subject to the fiscal-year limit specified in Section 2. Any extension of this authorization or increase in the expenditure limit shall require further Board action.

PASSED AND ADOPTED

The foregoing Resolution was duly passed and adopted by the Board of Directors of the Albion Little River Fire Protection District at a regular meeting held in Albion, California, on the **21st day of October, 2026**, by the following vote:

Director	Aye	Nay	Abstain	Absent
Pam Linstedt, President	_____	_____	_____	_____
Eric Campbell, Vice President	_____	_____	_____	_____
Lee Welty, Treasurer	_____	_____	_____	_____
Steve Acker, Secretary	_____	_____	_____	_____
Vacant Director Position	N/A	N/A	N/A	N/A

CERTIFICATION AND ATTESTATION

I certify that the foregoing is a true and correct copy of Resolution No. 2026-10-21, duly adopted by the Board of Directors of the Albion Little River Fire Protection District at a meeting held on October 21, 2026.

APPROVED:

Pam Linstedt, President

Board of Directors

Albion Little River Fire Protection District

ATTEST:

Steve Acker, Secretary

Board of Directors

Albion Little River Fire Protection District