

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

Wednesday September 26, 2007, 7:30 pm, at Station 810, 32601 Albion Ridge Road, 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. **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, with an emphasis on 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.
4. **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.
5. **Secretary's report.**
  - A) **Communications to the Board will be presented.**
  - B) **Minutes.** Minutes of the August 29, 2007 meeting and of the September 20, 2007 special meeting, which have not been approved, will be approved 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) **Disposal of Obsolete Equipment.** The Board will revisit its determinations made at its July 2007 meeting with respect to disposal of obsolete equipment, in light of Assistant Chief/Treasurer Mike Kitahara's observations, that it may be difficult or impossible to determine the cost of particular items of equipment which have become obsolete. The Board will consider adopting the following as its revised policy: With respect to obsolete or surplus equipment, any item which was purchased with District funds, or was donated directly to the Department, or was purchased by the Department and subsequently became an asset of the District, and which either (a) is determined to have a salvage value of \$500 or less, or (b) is determined to have had an initial acquisition cost which is not reflected on the District's or Department's current records or which is reflected on the current records as having been \$500 or less, may be disposed of without further ado in the discretion of the Department, bearing in mind its responsibilities imposed by law. If the Department wishes to dispose of any equipment which does not meet one of these criteria, the appropriate Department personnel should make and deliver to the Board a list which describes any item which either (a) has a salvage value greater than \$500, or (b) had an initial acquisition cost which is reflected on the District's or Department's current records and which was greater than \$500 and should specify with respect to each item the manner in which the Department proposes to dispose of the item, whereupon the Board will approve or disapprove the disposition in accordance with the list.
  - B) **Emergency Response Services Fees.** Further consideration of this item will await formulation of a form of ordinance, and further information with respect to water rescue fees.
  - C) **Fire Protection Mitigation Fee.** Laura Vogelgesang will report on her research with respect to fire protection mitigation fees in California and make a recommendation as to what action the Board should take on this issue.
  - C) **Special Districts Group Health Insurance.** Alan Taeger will report on his research with respect to group health insurance offered to members of the boards of directors of special districts.
  - D) **Purchasing Policies.** The Board will consider adopting a policy with respect to which entity, as between the District and the Department, should purchase various types of equipment or materials and guidelines for consideration and approval of purchases.
  - E) **Upcoming Anticipated Board Vacancies.** The Board will discuss its plans for filling

anticipated upcoming vacancies, and review its procedures for notifying residents of the need for candidates through articles in the Mendocino Beacon, notification on the listservs, and personal requests by Board members to residents who may themselves be interested in serving or who may know those who may be interested in serving..

**F) Service Zones within District.** Laura Vogelgesang will report on her research with respect to the creation of service zones within a fire protection district and make a recommendation as to what action the Board should take on this issue.

**8. Land, buildings and equipment.**

**A) Power to 815.** There will be a report on progress.

**B) Roof of 810.** There will be a report on progress of the project of tying the façade into the new roof.

**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. Long-Range Planning.** The Board will review a composite document and memorandum reflecting the status of its work on review of the Long-Range Plan.

**12. Closed Session.** The Board will have a closed session to consider personnel matters involving employment and evaluation of the Chief of the Albion-Little River Volunteer Fire Department, Inc.

**13. Next meeting date and agenda.**

**14. 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.