

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

BMA rev 081017

Wednesday, May 27, 2009, 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. **Previous Meeting Minutes.** Minutes of the April 29, 2009 regular business meeting and the May 11, 2009 Special Budget Meeting will be approved and/or revised and approved.
4. **Fire Chief's report, including operational needs.**
  - A) **Incident reports.** The Fire Chief is requested to provide written 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.** Chief's report of 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.** Chief's report on other Department progress.
  - D) **Fire Department operational needs.** Chief's report on Department needs.
  - E) **Vehicle maintenance report.** Chief's report on vehicle maintenance.
5. **Communications to the Board.** Communication to the Board will be presented.
6. **Financial report.** Current financial statements for the District will be presented.
7. **Presentation of proposed draft budget for FY 2009-2010 for review, discussion, possible proposed revisions.** Final budget proposal to be presented for vote of approval at June regular business meeting.
8. **Items for consideration and possible action:**
  - A) **The board may decide whether to donate surplus older self contained breathing apparatus (4 sets - 4 harnesses, 8 bottles) to Westport Fire Department.**
  - B) **The board may decide whether to appropriate funds (\$ ?) to pay permit fees for the next stage of Station 811 building project.**
  - C) **The board may consider other options for disposal of surplus fuel tank. (Board approved sale of tank for \$1,500 April 29, 2009.)**
9. **Committee reports:** Committee reports, if any, will be presented.
  - A) **Station 811 report.**
  - B) **Vehicle Committee**
  - C) **Grants Committee**
10. **Board Directors' Discussion.** Individual Board members may discuss topics including but not limited to insurance, bylaws, a website, and benefits for firefighters.
11. **Next regular business meeting Wednesday June 24, 2009 at 7:30pm, Station 810.**
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.

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  - B) **Fund raising, gifts and service fees.** Chief's report of current information on fundraising, gifts to the Department, and any calls on which service fees should be levied by the District Board. *No report*
  - C) **Fire Department report.** Chief's report on other Department progress. *Barret req. new surplus use veh. through*
  - D) **Fire Department operational needs.** Chief's report on Department needs. *Carl fire*
  - E) **Vehicle maintenance report.** Chief's report on vehicle maintenance. *4 more SCBs  
8 tanks - pending prices*
5. **Communications to the Board.** Communication to the Board will be presented. *No report*
6. **Financial report.** Current financial statements for the District will be presented. *No report*
7. **Presentation of proposed draft budget for FY 2009-2010 for review, discussion, possible proposed revisions.** Final budget proposal to be presented for vote of approval at June regular business meeting.
8. **Items for consideration and possible action:**
  - A) The board may decide whether to donate surplus older self contained breathing apparatus (4 sets - 4 harnesses, 8 bottles) to Westport Fire Department. *Ed moved*
  - B) The board may decide whether to appropriate funds (\$?) to pay permit fees for the next stage of Station 811 building project. *city clk 72043 fish game f Mr*
  - C) The board may consider other options for disposal of surplus fuel tank. (Board approved sale of tank for \$1,500 April 29, 2009.) *Ted offered 3500 sold*
  - D) The board may decide whether to revise current FY budget to accommodate previously approved necessary expenditures. *Fees  
- Dan moved  
NAN*
9. **Committee reports:** Committee reports, if any, will be presented.
  - A) **Station 811 report.** *- project ok'd by planning -*
  - B) **Vehicle Committee**
  - C) **Grants Committee** *- No report.*
10. **Board Directors' Discussion.** Individual Board members may discuss topics including but not limited to insurance, bylaws, a website, and benefits for firefighters.
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*500 gal tank  
stand  
float gauge*

*No report  
No report*

*No action*

*8/82  
not yet (2 wks)*

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  - C) **Fire Department report.** Chief's report on other Department progress.
  - D) **Fire Department operational needs.** Chief's report on Department needs.
  - E) **Vehicle maintenance report.** Chief's report on vehicle maintenance.
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8. **Items for consideration and possible action:**
  - A) **The board may decide whether to donate surplus older self contained breathing apparatus (4 sets - 4 harnesses, 8 bottles) to Westport Fire Department.**
  - B) **The board may decide whether to appropriate funds (\$ ?) to pay permit fees for the next stage of Station 811 building project.**
  - C) **The board may consider other options for disposal of surplus fuel tank.** (Board approved sale of tank for \$1,500 April 29, 2009.)
  - D) **The board may decide whether to revise current FY budget to accommodate previously approved necessary expenditures.**
9. **Committee reports:** Committee reports, if any, will be presented.
  - A) **Station 811 report.**
  - B) **Vehicle Committee**
  - C) **Grants Committee**
10. **Board Directors' Discussion.** Individual Board members may discuss topics including but not limited to insurance, bylaws, a website, and benefits for firefighters.
11. **Next regular business meeting Wednesday June 24, 2009 at 7:30pm, Station 810.**
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.

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3. **Previous Meeting Minutes.** Minutes of the April-08 29, 2009 rescheduled regular business meeting and the May 11, 2009 Special Budget Meeting will be approved and/or revised and approved.
4. **Fire Chief's report, including operational needs.**
  - A) **Incident reports.** The Fire Chief is requested to provide written 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.** Chief's report of 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.** Chief's report on other Department progress.
  - D) **Fire Department operational needs.** Chief's report on Department needs.
  - E) **Vehicle maintenance report.** Chief's report on vehicle maintenance.
5. **Communications to the Board.** Communication to the Board will be presented.
6. **Financial report.** Current financial statements for the District will be presented.
7. **Presentation of proposed draft budget for FY 2009-2010 for review, discussion, possible proposed revisions.** Final budget proposal to be presented for vote of approval at June regular business meeting.
8. **Items for consideration and possible action:**
  - ~~A) **Vote on Budget.** Budget for 2009/2010 may be approved by vote.~~
  - A) **The board may decide whether to donate surplus older self contained breathing apparatus (4 sets - 4 harnesses, 8 bottles) to Westport Fire Department.**
  - B) **The board may decide whether to appropriate funds (\$ ?) to pay permit fees for the next stage of Station 811 building project.**
  - C) **The board may consider other options for disposal of surplus fuel tank. (Board approved sale of tank for \$1,500 April 29, 2009.)**
9. **Committee reports:** Committee reports, if any, will be presented.
  - A) **Station 811 report.**
  - B) **Vehicle Committee**
  - C) **Grants Committee (new)**
10. **Board Directors' Discussion.** Individual Board members may discuss topics including but not limited to insurance, bylaws, a website, and benefits for firefighters.
11. **Next regular business meeting Wednesday June 24, 2009 at 7:30pm, Station 810.**
12. **Adjournment.**

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ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS BUSINESS MEETING MINUTES

Wednesday, April 29, 2009, 7:30pm at Station 810, 33900 West St, Albion, CA

1. **Call to order and determination of a quorum:** Called to order at 7:34pm with Directors Alan Taeger, Rich Riley, Ed Petrykowski and Terry Kemp present along with Derek Wilson, Dave Ayster, Nick Pillsbury, Ted Williams and Diana Wiedemann.
2. **Public communication to the board:** Diana Wiedemann stated her concern that requests for a community meeting regarding the 811 building project have been met with some resistance from the Board. Diana also stated that we can do a better design, better budget, have a complete metal building which could improve the aesthetic and be cost effective. Alan responded that her proposal to make immediate changes to the building design was on the agenda at last month's meeting at her request and that a motion was passed to deny this proposal. Ed pointed out item #8c on the April 8, 2009 meeting minutes showing we have every intention of having the community involved if the project moves forward.
3. **Previous meeting minutes:** Minutes read and approved.
4. **Fire chief's report, including operational needs:**
  - a. **Incident reports:** 2-fires 6-medical 1-car accident 1-water rescue.
  - b. **Fund raising gifts and service fees:** Derek reported that the Fire Dept. is trying to organize an abalone feed. Derek reported completion of an updated Cal-fire mutual aid agreement. The updated agreement increases the dollar amount that is paid by CalFire to the fire department for a 24 hour shift working a CalFire emergency. Reimbursement for use of Derek's truck is not covered under the agreement this year but he will receive \$.60 per mile reimbursement from CalFire for CalFire emergency responses. Derek reported that the Board needs to bargain with Cal-fire for a higher rate for the use of our vehicles.
  - c. **Fire department report:** Derek reported that he will meet with other county Fire Chiefs next Wednesday. Alan asked for a report of the Chiefs meeting at the next business meeting. Derek has received handouts from CalFire regarding quarantines. Derek requested that the board donate 4 old SCBA sets to Westport Fire Department along with 4 extra tanks. We have a total of 10 old sets and Derek reported that the fire department wants to retain 6. Alan stated that this needs to be an agenda item because the public needs to be notified of the district plans to liquidate anything valued over \$500.00.
  - d. **Fire department operational needs:** Derek reported fire dept. doing well. Nothing needed at this time.
  - e. **Vehicle maintenance report:** David Ayster reported that Engine 8182- parts are here and should be repaired in 2-3 weeks. Engine 8163 passed inspection after repairs completed. Ayster said that he wanted to make sure that the Board received the bill and reported that it was over \$3,000. Alan stated it is policy that anything over \$1000.00 needs Board approval (Note: actual board policy varies from this statement). Ideally we should first get the vehicle evaluation and a written estimate for repairs. Alan asked Rich to tell Gary that we need an itemized estimate and he needs approval from Rich prior to repairs being performed for amounts beyond preapproved limits. 8130 is the next vehicle scheduled to be evaluated. Ayster reported that he spoke to Dave Wise, a certified truck mechanic from the South Coast, to inquire about the possibility of using his services. He is willing to work on our vehicles at the rate of \$80.00/hr, including travel time. Ayster reported that Wise is an expert at trouble shooting electrical problems, that he does a 45-60 day rotation for the South Coast Firefighters vehicles, and is available for us to use. Ayster says that Gary still wants to work with us and make us the priority. Rich will present Gary with a written copy of our repair policy. There are still three trucks that need to be evaluated - 8132, 8192, & 8191. Derek reported that he received an emergency vehicle permit form from a local CHP officer that the Board will need to review. Alan reported he went to DMV to get a copy of the registration certificate for 8175. Derek will meet with CalFire rep to verify our insurance coverage on the vehicle.

5. **Communications to the Board:** Ted reported that the new radio repeater is installed in station 812. He reported that there was an incompatible part on both new repeaters which the radio supplier could not fix, incurring a credit of \$450, which Ted says will cover the cost of an alternate part. Ted asked if the board had received a refund check of \$450.00. We haven't so Ted will follow up. Received letter from D. R. Watts Accounting Corp. soliciting our audit business. Received correspondence from CA Special District Assoc. with proposed CSDA bylaws changes. Received quarterly county investment report – S&P rating down from AAA to BBB due to problems with life insurance investment. Market value of county investments currently \$5m below par. Received an invitation to the Little River Airport Appreciation day May 16th.
6. **Current Financial Report:** Still over budget on 3 items. Alan will review budget expense coding with Katya. Rich stated that budget items for equipment and equipment repair need be itemized for clarity. Alan recommended we leave the budget overview work sheet as it is and add the itemized breakdowns to the monthly reports.
7. **Items for consideration and possible action:**
  - a. **Disposition of surplus property:** Derek says he can sell fuel tank for \$1500.00. Rich made a motion to accept \$1500.00 for it; approved unanimously. Two people are interested in the Type 1 engine with a high bid of \$300.00 from Oliver. Alan made a motion to sell the Type 1 as is to Oliver; approved unanimously.
  - b. **District Bylaw changes:** Posted proposed change to bylaws was approved unanimously.
  - c. **Reschedule annual budget meeting:** Budget meeting is rescheduled to May 11th at 7:00pm.
8. **Committee Reports:**
  - a. **Station 811:** Planning committee meeting in Ukiah on May 21st. Ed will contact Amy Winn and see if she can attend.
  - b. **Vehicles:** Derek will meet with Valerie Burke about the possibility of replacing the Federal Government vehicle on loan to us (8175) with a better, newer vehicle.
  - c. **Grants:** Terry reported that Harvey Chess is unable to meet the May 20th deadline for the FEMA grant application but wants to focus on next year. He wants to work with the Board on Fundraising and other grant opportunities.
9. **Board Directors' Discussion:** Derek will look into the ISO rating and get back to the Board with the results. Ethics training was completed by Terry and she also reported on the Emergency Preparedness meeting she attended in Ukiah.
10. **Annual budget meeting rescheduled for May 11, 2009 7:00 pm, Station 810. Next regular business meeting will be May 27, 2009 at 7:30 pm, Station 810.**
11. **Adjournment 9:11pm.**

Terry Draft

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS BUSINESS MEETING MINUTES

Wednesday, April 29, 2009, 7:30pm at Station 810, 33900 West St, Albion, CA

1. Call to order and determination of a quorum. Called to order at 7:34pm with Directors Alan Taeger, Rich Riley, Ed Petrykowski, Dan Sitts and Terry Kemp present along with Derek Wilson, Dave Ayster, Nick Pillsbury, Ted Williams and Diana Wiedemann.
2. Public communication to the Board: Diana lives in Albion and had come to a meeting several months ago for a meeting on the design of 811. The meeting was at the firehouse. Diana wants to make it clear that there have been requests for a community meeting that have been met with some resistance from the Board until after the planning Department meeting. From her point of view, Diana thinks that we can do a better design, better budget, have a complete metal building which could improve the aesthetic and be cost effective. Alan responded that this was on the agenda last meeting and that a motion passed not to change the design. Alan feels that we have a slim chance of getting approval. If we want to redesign after the planning, coastal commission meeting we can. Alan feels that we have put in enough energy to get where we are. Six years and with the wetlands located six feet from the building he is fairly certain that the coastal commission won't approve as is. If we can't build on this site there won't be a need for a community meeting. Nick asked for the specific wording of the resolution. Alan read the draft of the minutes noting the key phrase "immediate changes" Diana stated that she couldn't make the meeting but wants to make it clear to the board that she feels that the community could do a better design and that she hopes that the board would be open to this. Diana also thinks that lifting the building up might help. Ed pointed out item #8c on the meeting minutes that shows we have every intention of having the community involved. And that no current board members were involved in the design.
3. Previous Meeting Minutes. Minutes read and approved
4. Fire Chief's report including operational needs
  - a) Incident reports 2-fires 6-medical 1-car accident 1-water rescue
  - b) Fund raising gifts and service fees- trying to organize an abalone feed. The abalone was donated by Fish and Game and the Ledford house is unable to cook it. We could do it at the Firehouse but will need help.
  - c) Derek updated Cal-fire/ Forestry agreement. We can increase the dollar amount that is paid for 24 hour shift which includes workers comp. Volunteers are covered by the District any thing over and above what we cover would be taken care of. Derek's truck is not covered this year but he receives \$.60 a mile reimbursement. The Board can bargain with Cal-fire if they use one of our vehicles we can bill at a higher rate.

Derek will meet with other Fire Chief's next Wednesday. Alan encouraged Derek to get us involved and for him to present this at the next staff meeting. Derek has received handouts from Cal-fire regarding quarantines and to send in one firefighter at a time if a possible contagious exposure might occur.

Derek requests that we send 8 old SBA tanks to Westport along with 4 masks. We had a total of 10 and Derek wants to retain 6. Alan states that this needs to be an agenda item because the public needs to be informed of anything that costs over \$500.00 being donated.

d) Fire department Operational needs- Doing well. Nothing needed at this time.

5. Vehicles-8182- parts are here and should be repaired in 2-3 weeks.

8163-passed inspection. Water pump replaced, radiator hose, shock pin and wrong shock absorbers were replaced with the correct ones. David wants to make sure that the Board received the bill and that it was over \$3000.00. When should the Board be communicated with? Alan stated it is Policy that anything over \$1000.00 needs Board approval. Ideally we should get the evaluation then a written estimate for repairs. Diana asked if we should revisit the Policy and maybe the budget needs to be increased to reflect inflation. Derek states that Gary Lancaster at Fort Bragg Diesel has an ongoing problem with finding something, repairing it without approval. David wants a Board member to meet with him. Alan appointed Rich to tell Gary that we need an itemized list and a Phone call for approval prior to repairs.

8130- Next vehicle to be evaluated.

Nick asked the Board if we are going to pay Gary. Alan feels that we will pay him. So far we have not received a written estimate. Diana encouraged Rich to give Gary a written copy of the Policy.

David spoke to Dave Wise from the South Coast. He is willing to drive here but charges for it, Hourly rate of \$80.00/hr. He is an electrical mechanic he is good at trouble shooting light problems. He does a 45-60 day rotation for the South Coast Firefighters vehicles and is available for us to use. David Ayster says that Gary still wants to work with us and make us the priority. Alan states he wants to give Gary a chance. Rich will present Gary with a copy of our policy since he wants to recommit/dedicate himself to the department. It is not good to divide Repairs between different shops. We still have 3 trucks left- 8132, 8192 8191 that need to be evaluated. Alan stated "this is why we have been Focusing on vehicles, Good job David"

Derek presented the paperwork from CHP emergency vehicle permit that the Board will need to review.



Alan went to the DMV to get the registration on 8175 that was Registered to the Fire Department and needs to be changed to The District. CDF is the lien holder. Alan and Derek will meet With Valerie who needs clarification on our insurance.

#### Communications to the Board

Repeaters are installed in 812. There was trouble with 815 duplexer Ted asked if the board had received a refund check of \$450.00 and we haven't so Ted will follow up. The Dept has decided to repair instead of replace. Dr. Watts is soliciting audit business. We have a current contract for another two years. CA Special District Assoc. was discussed and we have minimal contact with them. We also received the quarterly county investment report. County pool of Investments hit. The county down \$5 million dollars. PAR value vs market value. There is nothing that we can do. We are invited to the Little River Airport Appreciation day May 16<sup>th</sup>.

#### Current Financial Report

Above \$4,000.00 in expenses. We still have issues of being over Budget on 3 items. Alan will review with Katya. Items need to Be broken down and itemized. Alan recommends we leave it as it is.

- Action Item a) Surplus fuel tank. Derek can sell off for \$1500.00. Rich made a Motion to take \$1500.00 for it. approved unanimously.  
Two people are interested in the Type 1 engine with the high bid being \$300.00 from Oliver. Alan made a motion to sell the Type 1 as is to Oliver. Approved unanimously.
- b) District Bylaw changes. Additional sentence in bold that says District. Motion was approved unanimously.
- c) Dan is unavailable for the week of May 20<sup>th</sup> so the Budget meeting is rescheduled to May 11<sup>th</sup> at 7:00pm.

811

Planning committee meeting in Ukiah on May 21<sup>st</sup>. Ed will contact Amy Winn and see if she can attend also.

Derek will meet with Valerie Burke about the Type 3 and decommissioned engines and the possibility of replacing a Federal Government vehicle on loan to us.

Grants – Terry reported that Harvey Chess is unable to meet the May 20<sup>th</sup> deadline for the FEMA grant application but wants to focus on the next year. He wants to work with the Board on Fundraising and other grant opportunities.

Derek will look into the ISO rating and get back to the Board with the results.

Ethics training was completed by Terry and she also reported on the Emergency Preparedness meeting she attended in Ukiah.

Next meeting will be May 27, 2009 at 7:30 pm, Station 810  
Adjournment 9:11pm

ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT  
MINUTES OF SPECIAL BUDGET MEETING MAY 11, 2009

1. Meeting called to order at 7:18pm.

Attending were Directors Terry Kemp, Alan Taeger, Ed Petrykowski, Dan Sitts, Rich Riley also Brad Montgomery and Chief Derek Wilson.

2. Public Communication. Brad mentioned a 4 ton truck jack as something the fire department could need. Derek will look into it.

3. After much discussion the Board created a ~~draft~~ proposed FY 2009-2010 budget. *for review.* All of the ~~Districts expected 2009-2010 income is assigned to the proposed budget.~~

4. Meeting adjourned at 8:45pm.

*appal corrected  
as 27 May 09*

# ALRFPD PROPOSED BUDGET FISCAL YEAR 2009-2010

**DISTRICT NAME:** ALBION-LITTLE RIVER FIRE PROTECTION

**FUND NUMBER:** 341

**TOTAL ESTIMATED REVENUE FOR 2009-2010 (preliminary figures from 2008-2009)** \$162,677.00

**ESTIMATED FUND BALANCE AS OF 6/30/09** \$223,981.00

**TOTAL AVAILABLE FOR APPROPRIATIONS IN 2009-2010** \$386,658.00  
(Appropriations must not exceed this amount)

**ESTIMATED REVENUE (from 2008-2009 estimate. 2009-2010 estimate not yet published)**

821110	CURRENT SECURED TAX	\$72,104.00
821120	CURRENT UNSECURED TAX	\$2,074.00
821130	SB 813 SUPPLEMENTAL TAX	\$2,288.00
821220	PRIOR UNSECURED TAX	\$34.00
821300	SPECIAL TAX (FIRE ASSESSMENTS)	\$75,000.00
821600	TIMBER TAX	\$374.00
824100	INTEREST	\$10,000.00
825481	HOMEOWNERS PROPERTY TAX RELIEF	\$803.00
<b>TOTAL ESTIMATED REVENUE</b>		<b>\$162,677.00</b>

**APPROPRIATIONS**

**SALARY & BENEFITS**

861035	WORKERS COMPENSATION INSURANCE	\$7,000.00
<b>TOTAL SALARY &amp; BENEFITS</b>		<b>\$7,000.00</b>

**SERVICES & SUPPLIES**

862050	CLOTHING & PERSONAL ITEMS	\$6,000.00
862060	COMMUNICATIONS	\$10,000.00
862101	INSURANCE - GENERAL	\$7,000.00
862120	MAINTENANCE - EQUIPMENT	\$30,000.00
862130	MAINTENANCE - STRUCTURES & GROUNDS	\$10,000.00
862140	MEDICAL, DENTAL & LAB SUPPLIES	\$8,000.00
862150	MEMBERSHIPS	\$3,000.00
862170	OFFICE EXPENSE	\$2,000.00
862181	AUDITING & FISCAL SERVICES	\$4,000.00
862187	EDUCATION & TRAINING	\$15,000.00
862189	PROFESIONAL & SPECIAL SERVICES - OTHER	\$1,500.00
862210	RENTS AND LEASES BUILDINGS AND GROUNDS	\$100.00
862220	SMALL TOOLS & INSTRUMENTS	\$7,000.00
862231	ELECTION SUPERVISION AND SERVICES	\$400.00
862250	TRANSPORTATION & TRAVEL	\$26,000.00
862260	UTILITIES	\$5,000.00
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>\$135,000.00</b>

863113	PAYMENTS TO OTHER GOVERNMENT AGENCIES	\$3,000.00
864360	STRUCTURES & IMPROVEMENTS	\$10,000.00
864370	EQUIPMENT	\$25,000.00

**TOTAL APPROPRIATIONS** **\$180,000.00**

**EXCESS OF ESTIMATED REVENUE over(under) APPROPRIATIONS** **-\$17,323.00**



**CSDA**

**DATE:** May 15, 2009

**TO:** CSDA Voting Member Presidents and General Managers

**FROM:** CSDA Elections and Bylaws Committee

**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS  
SEAT A -- TERM WILL EXPIRE IN 2012**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2009-2012 term.

The leadership of CSDA is elected from its six geographical regions. Each of the six regions has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA regular member located within the geographic region that they seek to represent. (See attached Region Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration.

**Commitment:** Serving on the Board requires one's interest in the issues confronting special districts statewide. A Board member is expected to attend all board meetings held every other month on the second Friday of the month at CSDA's office in Sacramento. Besides serving on the Board, each Board Member is expected to participate on at least one committee, which usually meets 4 to 6 times a year in Sacramento. CSDA reimburses directors for their related expenses for Board and Committee meetings as outlined in Board Policy. In addition, all Board Members are expected to attend CSDA's two annual events: Special Districts Legislative Days (held in the spring) and the Annual Conference (held in the fall) as part of their obligation to the CSDA membership; expenses for these two events are not reimbursed by CSDA even if a Board meeting or committee meeting is held in conjunction with the event.

**Nomination Procedures:** Any regular member Independent Special District is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action must accompany the nomination. The**

**deadline for receiving nominations is July 15, 2009.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail once the nominations deadline has passed. The packet will include campaign guidelines.

CSDA will mail ballots on July 28, 2009. The ballots must be received by CSDA no later than 5:00 p.m. September 16, 2009 and must be the original ballot (no faxes or e-mails). The successful candidates will be notified no later than September 17, 2009. All Board Members will be introduced at the Annual Conference in Indian Wells, September 21 -24.

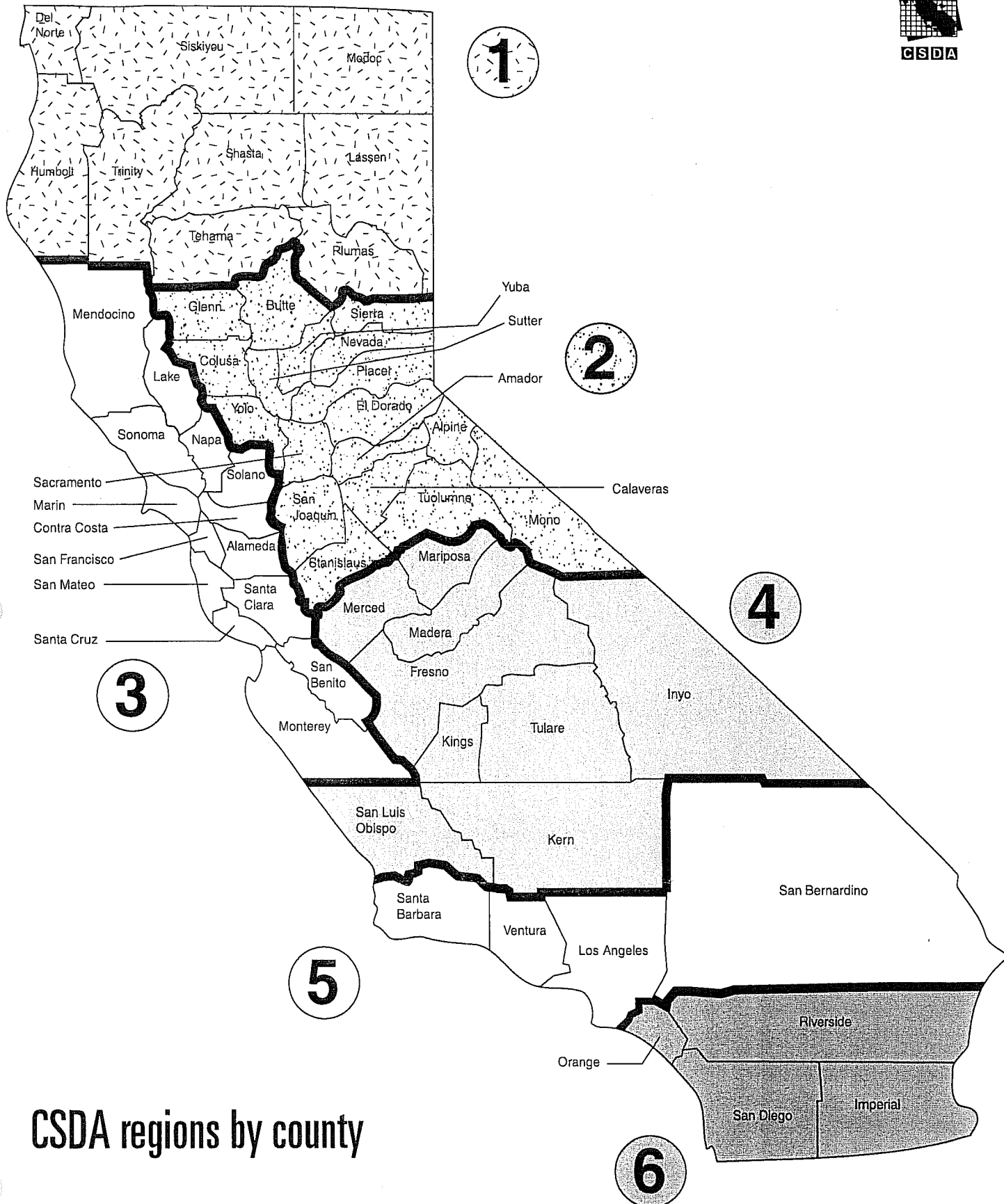
### **Expiring Terms**

(see enclosed map for regional breakdown)

<b>Region 1</b>	Seat A	Mark Bryant, Garberville Sanitary District *
<b>Region 2</b>	Seat A	Ginger Root, Eastside Rural County Fire Protection District*
<b>Region 3</b>	Seat A	James Kohnen, Alameda County Mosquito Abatement District*
<b>Region 4</b>	Seat A	Ann Mathews, Kern County Water Agency*
<b>Region 5</b>	Seat A	Jack Curtis, Ojai Valley Sanitary District*
<b>Region 6</b>	Seat A	Jo MacKenzie, Vista Irrigation District*

(\* = Incumbent is running for reelection)

If you have any questions, please contact Diana Zavala at 877-924-CSDA or [dianaz@csda.net](mailto:dianaz@csda.net).



CSDA regions by county

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION  
BOARD OF DIRECTORS

**NOMINATION FORM**

PLEASE BE SURE THE CANDIDATE'S PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE

Name of  
Candidate: \_\_\_\_\_

District: \_\_\_\_\_

Mailing  
Address: \_\_\_\_\_  
\_\_\_\_\_

Region: \_\_\_\_\_ (see attached map)

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Nominated by (optional): \_\_\_\_\_

Return this **form and a Board resolution/minute action** supporting  
the candidate by fax or mail to:

CSDA  
Attn: Diana Zavala  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(916) 442-7887/(916) 442-7889 fax

***DEADLINE FOR RECEIVING NOMINATIONS – July 15, 2009***



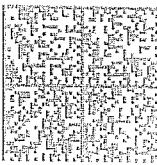


**California Special Districts Association**

1112 I Street, Suite 200  
Sacramento, CA 95814

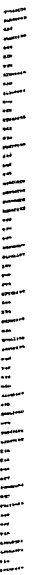
*A proud California Special Districts Alliance partner*

President Alan Taeger  
Albion-Little River Fire Protection District  
PO Box 805  
Albion, CA 95410-0634



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## MEMORANDUM

TO: CSDA Members

FROM: Arlene Schafer, CSDA President  
Neil McCormick, CSDA Executive Director

DATE: May 21, 2009

RE: CSDA Membership Dues Freeze

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The CSDA Board of Directors is pleased to announce there will be no increase in CSDA membership dues for 2010. Increases in previous years have included a cost of living adjustment. However, in light of current economic conditions, the CSDA Board felt strongly that implementing a dues freeze now would be a welcome cost savings to our members and would help them in budgeting for the coming year.

CSDA knows that many of our member districts are being adversely affected by the downturn in economy, so we are working harder than ever to protect your local revenues from any State shifts or borrowing. As the only association representing all special districts in California, our collective voice is dependant on our strong membership. That is why your continued support is so very important and deeply appreciated.

For your reference we have enclosed a copy of the 2010 membership dues schedule. If you have any questions regarding your district's membership, please contact our Membership Department at 916.442.7887 or email Membership Director Cathrine Lemaire at [cathrinel@csda.net](mailto:cathrinel@csda.net).

---

**CSDA THANKS YOU FOR YOUR CONTINUED SUPPORT!**

**California Special Districts Association**

1112 I Street, Suite 200  
Sacramento, CA 95814  
toll-free: 877.924.CSDA (2732)  
t: 916.442.7887  
f: 916.442.7889  
[www.csda.net](http://www.csda.net)

*A proud California Special Districts Alliance partner*

Special District Risk Management Authority  
1112 I Street, Suite 300  
Sacramento, CA 95814  
toll-free: 800.537.7790  
f: 916.231.4111

CSDA Finance Corporation  
1112 I Street, Suite 200  
Sacramento, CA 95814  
toll-free: 877.924.CSDA (2732)  
f: 916.442.7889



## California Special Districts Association

### CSDA Annual Membership Dues No Increases for 2010

<b>Independent District's Operating Budget</b>	<b>2009-2010 Dues</b>
\$0-150,000	\$490.00
\$150,001-200,000	\$550.00
\$200,001-250,000	\$597.00
\$250,001-300,000	\$644.00
\$300,001-350,000	\$763.00
\$350,001-425,000	\$831.00
\$425,001-500,000	\$931.00
\$500,001-625,000	\$1,023.00
\$625,001-750,000	\$1,097.00
\$750,000-1,000,000	\$1,573.00
\$1,000,001-1,250,000	\$2,022.00
\$1,250,001-1,500,000	\$2,451.00
\$1,500,001-1,750,000	\$2,869.00
\$1,750,001-2,000,000	\$3,325.00
\$2,000,001-5,000,000	\$3,799.00
\$5,000,001 and over	\$4,088.00
<b>Associate Members*</b>	\$776.00

\*Associate Members include dependent districts, JPA's, and other city or county agencies.

Note: Annual dues renewal billing will take place in November as CSDA is on a calendar fiscal year.



**California Special Districts Association**

1112 I Street, Suite 200  
Sacramento, CA 95814

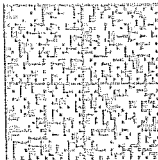
*A proud California Special Districts Alliance partner*

Alan Taeger

Albion-Little River Fire Protection District

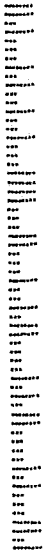
PO Box 805

Albion, CA 95410-0634



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JEANINE B. NADEL  
COUNTY COUNSEL

DOUGLAS L. LOSAK  
CHIEF DEPUTY

DEPUTY COUNTY COUNSELS

SANDRA L. APPLIGATE  
JULIE S. WERBEL  
TERRY N. GROSS  
ROSS WALKER




TELEPHONE:  
(707) 463-4446

FAX NUMBER:  
(707) 463-4592

CYNTHIA T. MONTESONTI  
LEGAL SERVICES MANAGER

OFFICE OF THE  
**COUNTY COUNSEL**  
ADMINISTRATION CENTER  
501 LOW GAP ROAD, RM. 1030  
UKIAH, CALIFORNIA 95482

May 26, 2009

**TO:** ALL SPECIAL DISTRICTS, BOARDS AND COMMISSIONS  
**FROM:** Jeanine B. Nadel, County Counsel   
**RE:** Increase In Fees For Legal Services

On April 7, 2009, the Mendocino County Board of Supervisors adopted our new fee increase schedule. We have not raised our fees since 2006. Therefore, effective July 1, 2009, our hourly rate for County Counsel legal services will be increased from \$140/hour to \$160/hour.

All opinion requests should continue to be submitted to our office in writing acknowledging that you understand we charge for legal services.

Please advise your entire Board of Directors and your staff of this fee increase.

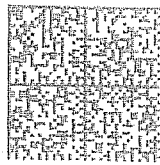
Thank you.

JBN/ctm

cc: Meredith Ford, Auditor-Controller  
Lloyd Weer, Assistant Auditor-Controller  
Jennifer Wyatt, Deputy CEO

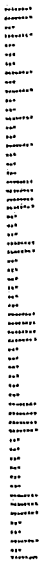
**COUNTY COUNSEL**  
COUNTY OF MENDOCINO  
ADMINISTRATION CENTER  
501 LOW GAP ROAD, RM. 1030  
UKIAH, CA 95482

FIRE DISTRICT OF ALBION - LITTLE  
RIVER  
PO BOX 101  
ALBION, CA 95410



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**COUNTY OF MENDOCINO**  
**MEREDITH FORD**  
**AUDITOR - CONTROLLER**  
501 Low Gap Road, Rm 1080  
Ukiah, CA 95482  
Ph: (707) 463-4388  
FAX: (707) 467-2503  
e-mail: auditor@co.mendocino.ca.us

April 15, 2009

**To All Special Assessment Districts:**

By now you have probably received your yearly printout, data cd, or received the e-mailed data. If not, you should be receiving it shortly.

I failed to include the instruction page with the printouts and cd's when I delivered them to the Assessor. Enclosed is that sheet. As noted, the deadline for submitting your assessments for placement on the 2009-10 tax roll is August 14.

Additionally, I need the enclosed questionnaire completed by all districts so that we may update our internal records and the website. Please complete this form and return it to the Auditor as soon as possible.

If you have any questions, please feel free to contact me.

Sincerely,

*Lucy*  
Lucy Simonson  
Accountant  
463-4382  
simonsol@co.mendocino.ca.us

## 2009-10 Direct/Special Assessment Levy Districts

**District Name(s):** \_\_\_\_\_

### **For Website and Public/Taxpayer Questions:**

- Contact Person: \_\_\_\_\_
- Phone Number: \_\_\_\_\_
- Mailing Address: \_\_\_\_\_  
\_\_\_\_\_
- (Note – contact person name will not be published on the website)

### **For Auditor Contact/Questions:**

Contact information is the same OR

- Contact Person: \_\_\_\_\_
- Phone Number: \_\_\_\_\_
- Mailing Address: \_\_\_\_\_  
\_\_\_\_\_
- e-mail: \_\_\_\_\_

### **Website:**

Property tax information and list of direct assessment districts can be found on the County website at <http://www.co.mendocino.ca.us/auditor/>. Click on "Special & Direct Assessments & Levies". Please take a look at the list and verify that the information for your district is correct. The website info will be updated in October just prior to tax bills being mailed.

We have linked some districts' websites. If you would like your district linked please provide the address below.

- District URL: \_\_\_\_\_
- e-mail address: \_\_\_\_\_

This e-mail is for Auditor use only

This e-mail may be given to public or published





## INSTRUCTIONS FOR BENEFIT/SPECIAL ASSESSMENT LIST OR CD:

- The attached list or cd includes all parcels within your district as delineated by the tax area codes assigned to your district.
- Included on the list is the most current owner as of January 1, 2009, the mailing address and the situs address of the parcel. Also included is the current assessed values from the Assessor's records, although not necessarily up to date for the latest lien date.
- In the last column you will find your district's direct code and the amount of the assessment that was charged this year (2008-09). Those amounts are already rolled over to next year's file.
- **Printout changes:** Please review this list and make any changes to individual assessment amounts by crossing out the previous amount and indicating the corrected amount. PLEASE DO NOT USE WHITE OUT TO CHANGE AMOUNTS. (The previous amount needs to still be visible to verify totals before and after.) Charges being added can simply be written in the available space.
- Be sure to review the list of parcels at the end of your printout. These are parcels that were valid parcel numbers previously, but are now retired, probably due to parcel splits, boundary line adjustments, public agency acquisitions or other reasons. **The new numbers need to be determined by reviewing the Assessor records and appropriate charges noted on the printout.** Those new numbers will be on the printout.
- **Floppy/electronic changes:** If you are receiving a floppy disc or received your data via e-mail and plan to make changes and submit the entire list electronically please note the delimitator has changed from a comma (,) to a semi-colon (;). Otherwise a hard-copy list or an e-mail with the changes is acceptable.
- Please note that any changes to assessments which were done via a correction to the tax bill during this tax season are reflected on this printout. (This was not true in previous years.) ***If corrections or refunds were handled by your district independently of a correction to the tax bill, it will obviously not be reflected on this list.*** Please make the change, so the error doesn't occur again next year. It would be a good idea to double check those parcels anyway.

- **Please return your printout or data file to the Auditor's Office no later than August 14, so that we can make the corrections and additions for the 2009-10 tax roll.** Your printout will be returned to you when the posting is done.

- If you have any questions, please contact Lucy Simonson, Auditor's Office at 463-4382 or via e-mail at [simonsol@co.mendocino.ca.us](mailto:simonsol@co.mendocino.ca.us).

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ALBION LITTLE RIVER FIRE  
P.O. BOX 600  
ALBION, CA 95410

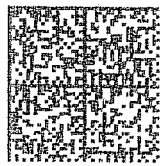
SUSAN M. RANOCCHAK  
MENDOCINO COUNTY ASSESSOR  
501 LOW GAP RD., RM. 1020  
UKIAH, CA 95482-3738

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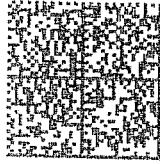
COUNTY OF MENDOCINO  
AUDITOR - CONTROLLER  
501 Low Gap Rd., RM 1080  
Ukiah, CA 95482

Albion Little River Fire  
P O Box 634  
Albion, CA 95410

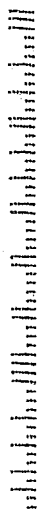
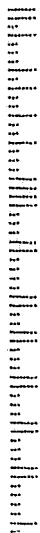
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ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUDGET OVERVIEW WORKSHEET

UPDATED	5/27/2009	DESCRIPTION	2005-2006 ESTIMATED	PER 6/30/06 ACTUAL	2006-2007 ESTIMATED	PER 6/30/07 ACTUAL	2007-2008 ESTIMATED	PER 6/30/08 ACTUAL	2008-2009 REVISED	PER 05/27/09 ACTUAL	2009-2010 ESTIMATED	ACTUAL
		<b>REVENUE</b>										
821110		CURRENT SECURED TAX	56,772.00	56,893.88	61,117.00	63,486.74	67,469.00	68,341.10	72,104.00	67,715.92	74,944.00	
821120		CURRENT UNSECURED TAX	1,849.00	1,985.33	1,916.00	2,127.35	2,053.00	2,120.79	2,074.00	2,330.60	2,322.00	
821130		SB 813 SUPPLEMENTED TAX	2,189.00	2,269.46	2,237.00	2,985.03	2,834.00	2,516.55	2,288.00	1,136.75	1,572.00	
821210		PRIOR SECURED PROPERTY TAX	0.00	3.84	0.00	(70.99)	0.00	331.97	0.00	(24.48)	0.00	
821220		PRIOR UNSECURED PROPERTY TAX	110.00	110.27	103.00	129.57	106.00	32.41	34.00	62.84	27.00	
821300		SPECIAL TAX (FIRE ASSESSMENTS)	77,032.00	77,550.00	77,550.00	77,710.00	75,000.00	77,550.00	75,000.00	72,084.30	75,000.00	
821600		TIMBER YIELD TAX	322.00	494.49	397.00	448.29	486.00	383.82	374.00	279.74	314.00	
821700		HIGHWAY PROPERTY RENTAL	0.00	0.00	0.00	0.39	0.00	0.00	0.00	0.00	0.00	
824100		INTEREST	966.00	7,084.69	3,000.00	13,154.55	9,000.00	13,581.82	10,000.00	5,483.08	10,000.00	
825481		HOMEOWNER PROPERTY TAX RELIEF	817.00	806.26	806.00	809.12	809.00	802.76	803.00	393.77	803.00	
826490		STATE OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
826140		ELECTION SERVICES	0.00	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	
827700		OTHER	6,000.00	461.00	0.00	0.00	0.00	15,394.00	76,583.50	76,583.50	76,583.50	
827702		INSURANCE PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		<b>TOTAL REVENUE</b>	145,057.00	147,659.22	147,126.00	160,780.09	157,757.00	181,055.22	239,260.50	225,826.02	164,982.00	
		<b>FUND BALANCE CARRIED FORWARD</b>			290,000.00		341,617.00	347,520.83	223,981.33			
		<b>APPROPRIATIONS</b>										
861035		WORKERS COMPENSATION INSURANCE	9,000.00	5,458.00	6,000.00	6,206.00	6,000.00	4,960.00	6,000.00	373.00	7,000.00	
862050		CLOTHING & PERSONAL ITEMS	4,000.00	3,939.97	4,000.00	5,575.14	6,000.00	8,722.14	6,000.00	4,130.64	6,000.00	
862060		COMMUNICATIONS	12,000.00	10,659.45	5,000.00	5,947.31	10,000.00	9,157.86	10,000.00	3,968.57	10,000.00	
862101		INSURANCE - GENERAL	9,000.00	5,880.00	6,000.00	5,880.00	6,000.00	5,640.00	6,000.00	0.00	7,000.00	
862120		MAINTENANCE - EQUIPMENT	10,000.00	11,293.34	28,000.00	11,873.16	12,000.00	14,908.90	40,000.00	12,981.45	30,000.00	
862130		MAINTENANCE - STRUCTURES & GROUNDS	6,000.00	5,200.92	3,000.00	9,449.71	15,000.00	12,062.46	5,000.00	5,116.05	10,000.00	
862140		MEDICAL, DENTAL & LAB SUPPLIES	3,000.00	4,742.26	4,000.00	4,550.15	6,500.00	5,753.38	8,000.00	5,164.37	8,000.00	
862150		MEMBERSHIPS	0.00	0.00	0.00	459.67	2,500.00	2,147.00	2,800.00	2,695.00	3,000.00	
862170		OFFICE EXPENSE	200.00	192.34	200.00	398.35	600.00	479.13	3,000.00	3,034.72	3,000.00	
862181		AUDITING & FISCAL SERVICES	5,000.00	1,346.20	2,000.00	4,169.50	5,000.00	1,625.28	7,000.00	6,073.71	4,000.00	
862184		ARCHITECT & ENGINEERING SERVICES (811)	0.00	0.00	0.00	0.00	2,000.00	7,420.27	10,000.00	8,375.36	15,000.00	
862187		PROFESSIONAL & TRAINING	5,000.00	4,505.19	10,000.00	12,270.50	10,000.00	1,551.00	1,500.00	0.00	1,500.00	
862189		EDUCATIONAL & SPECIAL SERVICES - OTHER	0.00	1,555.80	500.00	1,554.20	1,500.00	0.00	0.00	0.00	0.00	
862210		RENTS & LEASES BUILDINGS & GROUNDS	0.00	0.00	0.00	4.00	0.00	3,173.66	3,500.00	2,381.66	7,000.00	
862220		SMALL TOOLS & INSTRUMENTS	2,000.00	2,936.02	3,000.00	4,294.64	3,500.00	0.00	3,500.00	0.00	7,000.00	
862231		ELECTION SUPERVISION & SERVICES	0.00	225.69	0.00	0.00	0.00	17,394.64	26,000.00	22,404.69	400.00	
862250		TRANSPORTATION & TRAVEL	16,000.00	13,120.18	16,000.00	20,212.69	25,000.00	3,463.86	5,000.00	3,754.40	5,000.00	
862260		UTILITIES	3,000.00	2,663.27	3,000.00	3,340.58	3,000.00	285.89	3,000.00	1,663.11	3,000.00	
863113		PAYMENTS TO OTHER GOVT AGENCIES	300.00	1,588.45	1,000.00	2,380.19	3,000.00	6,334.16	15,000.00	1,503.62	10,000.00	
864350		LAND	0.00	0.00	0.00	0.00	0.00	2,818.09	205,000.00	204,571.17	25,000.00	
864360		STRUCTURES & IMPROVEMENTS	0.00	15,751.77	0.00	7,502.14	10,000.00	0.00	0.00	0.00	0.00	
864370		EQUIPMENT	5,000.00	1,564.61	3,000.00	27,304.46	5,000.00	0.00	0.00	0.00	0.00	
		<b>TOTAL APPROPRIATIONS</b>	89,500.00	92,623.46	94,700.00	133,374.29	132,600.00	107,917.72	362,800.00	288,191.52	180,000.00	
		<b>TOTAL AVAILABLE FOR APPROPRIATIONS</b>					447,757.00		586,781.33	573,346.85	388,963.33	
		<b>UNAPPROPRIATED FUNDS</b>					315,157.00		223,981.33	285,155.33	208,963.33	

77630

# ALRFPD Actual / Budget Report - Current Year:4

7/1/2008 through 6/30/2009 Using Budget 2008-2009

5/26/2009

Page 1

Category Description	7/1/2008 Actual	- Budget	6/30/2009 Difference
<b>INFLOWS</b>			
82-1110 CURRENT SECURED TAX	67,715.92	72,104.00	-4,388.08
82-1120-CURRENT UNSECURED TAX	2,330.60	2,074.00	256.60
82-1130-SB813 SUPPLEMENTAL TAX	1,136.75	2,288.00	-1,151.25
82-1210-PRIOR SECURED TAX	-244.48	0.00	-244.48
82-1220-PRIOR UNSECURED TAX	62.84	34.00	28.84
82-1300-SPECIAL TAX	72,084.30	75,000.00	-2,915.70
82-1600-TIMBER TAX	279.74	374.00	-94.26
82-4100-INTEREST INCOME	5,483.08	10,000.00	-4,516.92
82-5481-HOMEOWNER PROPERTY TAX REL...	393.77	803.00	-409.23
82-7700-OTHER	76,883.50	76,583.50	300.00
<b>TOTAL INFLOWS</b>	<b>226,126.02</b>	<b>239,260.50</b>	<b>-13,134.48</b>
<b>OUTFLOWS</b>			
86-1035-WORKMAN'S COMP	373.00	6,000.00	5,627.00
86-2050-CLOTHING	4,130.64	6,000.00	1,869.36
86-2060-COMMUNICATIONS	3,968.57	10,000.00	6,031.43
86-2061-COMM-LEASE LINES	0.00	0.00	0.00
86-2101-INSURANCE	0.00	6,000.00	6,000.00
86-2120-MAINTENANCE EQ			
Vehicle	9,277.63	0.00	-9,277.63
Other 86-2120-MAINTENANCE EQ	3,703.82	40,000.00	36,296.18
<b>TOTAL 86-2120-MAINTENANCE EQ</b>	<b>12,981.45</b>	<b>40,000.00</b>	<b>27,018.55</b>
86-2130-MAINTENANCE STRUCTURES	5,116.05	5,000.00	-116.05
86-2140-MED SUPPLIES	5,164.37	8,000.00	2,835.63
86-2150-MEMBERSHIPS	2,695.00	2,800.00	105.00
86-2170-OFFICE SUP	3,034.72	3,000.00	-34.72
86-2181-AUDITS	6,073.71	7,000.00	926.29
86-2187-ED AND TRAINING	8,375.36	10,000.00	1,624.64
86-2189-PROF AND SPEC	0.00	1,500.00	1,500.00
86-2220-SM TOOLS	2,381.66	3,500.00	1,118.34
86-2250-TRANSPORTATION	22,404.69	26,000.00	3,595.31
86-2260-UTILITIES	3,754.40	5,000.00	1,245.60
86-3113-PAYMNTS TO GOVT AGENCIES	1,663.11	3,000.00	1,336.89
86-4360-BUILDINGS AND IMPROVEMENTS	1,503.62	15,000.00	13,496.38
86-4370-EQUIPMENT			
Fire Engine	150,838.29	0.00	-150,838.29
Radio Repeaters	7,960.99	0.00	-7,960.99
SCBAs	43,942.26	0.00	-43,942.26
Other 86-4370-EQUIPMENT	1,829.63	205,000.00	203,170.37
<b>TOTAL 86-4370-EQUIPMENT</b>	<b>204,571.17</b>	<b>205,000.00</b>	<b>428.83</b>
<b>TOTAL OUTFLOWS</b>	<b>288,191.52</b>	<b>362,800.00</b>	<b>74,608.48</b>
<b>OVERALL TOTAL</b>	<b>-62,065.50</b>	<b>-123,539.50</b>	<b>61,474.00</b>

## Itemized Categories

4/29/2009 through 5/26/2009 (Cash Basis)

5/26/2009

Page 1

Date	Account	Num	Description	Memo	Amount
<b>INCOME</b>					<b>300.00</b>
<b>82-7700-OTHER</b>					<b>300.00</b>
5/13/2009	District Checki...	DEP	Oliver Seeler	sale of truck	300.00
<b>EXPENSES</b>					<b>-2,683.34</b>
<b>86-2060-COMMUNICATIONS</b>					<b>-340.30</b>
5/10/2009	District Checki...	2807	Comcast	8770 81 006 0132712	-72.17
5/18/2009	District Checki...	2810	AT&T	0301538359001	-34.00
5/26/2009	District Checki...	2815	AT&T	96075541735558	-161.93
5/26/2009	District Checki...	2816	Comcast	8770 81 006 0132712	-72.20
<b>86-2120-MAINTENANCE EQ</b>					<b>-20.11</b>
<b>Vehicle</b>					<b>-20.11</b>
5/10/2009	District Checki...	2806	Rhoades Auto...	#1130	-20.11
<b>86-2140-MED SUPPLIES</b>					<b>-284.09</b>
5/13/2009	District Checki...	2808	Aeris	#10095 Inv. 10326614	-57.50
5/13/2009	District Checki...	2809	Para Life Medi...	Inv # 166	-175.09
5/26/2009	District Checki...	2814	Eureka Oxyge...	DM00588966	-51.50
<b>86-2170-OFFICE SUP</b>					<b>-134.06</b>
5/24/2009	District Checki...	2813	Alan Taeger	phone, surge prot., keys	-134.06
<b>86-2181-AUDITS</b>					<b>-100.00</b>
5/24/2009	District Checki...	2812	Mendocino Co...	district report & floppy	-100.00
<b>86-2260-UTILITIES</b>					<b>-746.16</b>
5/10/2009	District Checki...	2804	Waste Manag...	0020860-2561-2	-23.77
5/10/2009	District Checki...	2805	PG&E	0210095100-9	-140.69
5/18/2009	District Checki...	2811	Thompson's P...	#12086 & 12075	-581.70
<b>86-3113-PAYMNTS TO GOVT AGENCIES</b>					<b>-1,058.62</b>
5/10/2009	County	TXFR	Mendocino Co...	AFP #6390 property tax reimb	-1,058.62
<b>TRANSFERS</b>					<b>0.00</b>
<b>District Checking</b>					<b>-1,272.42</b>
5/21/2009	County Transf...	4031610	County Check	AFP 6391	-1,272.42
<b>County Transfers</b>					<b>1,272.42</b>
5/21/2009	District Checki...	DEP	County Check	AFP 6391	1,272.42
<b>OVERALL TOTAL</b>					<b>-2,383.34</b>

# Itemized Categories - YTD

7/1/2008 through 5/26/2009 (Cash Basis)

5/26/2009

Page 1

Date	Account Num	Description	Memo	Amount
<b>EXPENSES</b>				<b>-12,981.45</b>
<b>86-2120-MAINTENANCE EQ</b>				<b>-12,981.45</b>
<b>Vehicle</b>				<b>-9,277.63</b>
7/21/2008	County 4001312	Fort Bragg Diesel AFD #6332 Inv. 7466		-1,386.62
7/25/2008	County 40018...	ALBION LITTL... Tires, misc. emergeny repairs		-1,375.42
8/11/2008	County 40044...	Rhoades Auto ...		-174.16
10/27/2008	County 4010750	Fort Bragg Diesel Invoice #7667		-1,170.54
11/17/2008	County 40127...	Albion LITTLE ... Tire repair		-75.00
2/13/2009	County 40219...	AIBION LITTLE ...brakes,		-50.00
		tires		-613.90
		lettering		-195.84
2/26/2009	County 4023851	Sunset Printing #62233 AFP 6380		-649.29
3/12/2009	County 4024846	Fort Bragg Diesel Invoice #8113		-1,335.43
4/23/2009	County 4028991	Fort Bragg Diesel Invoice #8178		-492.11
7/14/2008	District... 2636	Rhoades Auto ... #1130		-50.41
7/21/2008	District... 2644	Sunset Printing #61272		-304.98
9/16/2008	District... 2675	Fort Bragg Diesel Invoice #7613		-191.25
12/4/2008	District... 2722	ACME AUTOM... #1070		-100.39
12/16/2008	District... 2726	Fort Bragg Diesel Invoice #7880		-494.23
1/5/2009	District... 2735	ACME AUTOM... #1070 Inv. 819570		-90.28
1/5/2009	District... 2737	Rhoades Auto ... #1130		-23.66
1/30/2009	District... 2753	Rhoades Auto ... #1130 Inv. 333336		-71.10
2/8/2009	District... 2758	ACME AUTOM... #1070 Inv. 821346 &821952		-82.49
3/1/2009	District... 2768	Rhoades Auto ... #1130		-259.53
4/2/2009	District... 2791	Rhoades Auto ... #1130		-70.89
5/10/2009	District... 2806	Rhoades Auto ... #1130		-20.11
<b>Other 86-2120-MAINTENANCE EQ</b>				<b>-3,703.82</b>
7/25/2008	County 40018...	ALBION LITTL... Chainsaw maint.		-68.58
8/11/2008	County 4004121	Fire Service Sp... Inv. 4879 service work on rescue tools		-746.76
8/11/2008	County 40039...	Albion LITTLE ... Foam		-1,000.00
12/24/2008	County 40174...	AlbioN LITTLE ... Chainsaw repair, radio chargers, plugs		-105.73
2/13/2009	County 40219...	AIBION LITTLE ...chainsaw repair		-92.92
		watercraft maint.		-309.72
4/23/2009	County 40294...	VillaGE HARD...		-35.97
7/14/2008	District... 2635	...Village HARD...		-15.40
8/13/2008	District... 2652	...VILLAGE HAR...		-198.40
8/13/2008	District... 2658	AIBION LITTLE ...ERF #83		-342.64
9/16/2008	District... 2672	...Albion LITTLE ... Chainsaw repair		-26.00
10/24/2008	District... 2695	Village HARD... #113 Aug-Sep		-273.54
11/4/2008	District... 2700	P&W Paging & ...#40617		-84.75
11/25/2008	District... 2716	Village HARD... #113 Oct		-59.31
12/8/2008	District... 2724	Village HARD... #113 Nov		-82.16
1/5/2009	District... 2738	P&W Paging & ...#41056		-240.25
1/10/2009	District... 2742	...VillaGE HARD...		-21.69
<b>OVERALL TOTAL</b>				<b>-12,981.45</b>

# Itemized Categories - YTD

7/1/2008 through 5/26/2009 (Cash Basis)

5/26/2009

Page 1

Date	Account	Num	Description	Memo	Amount
<b>EXPENSES</b>					<b>-2,381.66</b>
<b>86-2220-SM TOOLS</b>					<b>-2,381.66</b>
7/25/2008	County	4001801	...ALBION LITTL...		-50.31
8/11/2008	County	4004419	...Rhoades Auto ...		-34.47
8/11/2008	County	4003963	...Albion LITTLE ...		-91.98
12/24/2008	County	4017444	...AlbioN LITTLE ...		-567.57
2/13/2009	County	4021918	...AIBION LITTLE ...helmet headlights, rescue throw sticks...		-804.59
4/9/2009	County	4027559	...Cascade Fire E...		-30.00
4/23/2009	County	4029414	...VillaGE HARD...		-6.75
7/14/2008	District Chec...	2635	S VILAGE HARD...		-25.32
8/10/2008	District Chec...	2649	Rossi's #78948I & 82210I		-13.34
8/10/2008	District Chec...	2650	Fort Bragg Rent...contr 1-446017-01		-17.91
10/8/2008	District Chec...	2685	Cascade Fire E... Inv. 15825		-212.52
11/25/2008	District Chec...	2715	Battery Zone #FSI-03808		-87.50
12/4/2008	District Chec...	2721	Rhoades Auto ... #1130		-79.78
12/8/2008	District Chec...	2725	Rossi's #54037I & 55002I		-154.86
2/12/2009	District Chec...	2761	VillaGE HARD... #113		-43.89
3/12/2009	District Chec...	2778	L.N Curtis & Sons#1168568-00		-92.19
4/27/2009	District Chec...	2801	Cascade Fire E... Inv. 19456		-68.68
<b>OVERALL TOTAL</b>					<b>-2,381.66</b>

**Itemized Categories - YTD**

7/1/2008 through 5/26/2009 (Cash Basis)

5/26/2009

Page 1

Date	Account	Num	Description	Memo	Amount
<b>EXPENSES</b>					<b>-205,634.25</b>
<b>86-4370-EQUIPMENT</b>					<b>-205,634.25</b>
<b>Fire Engine</b>					<b>-150,838.29</b>
12/5/2008	County	4015507	DEPARTME...	2000 Pierce 4x4 Inerface Pumper, use tax	-10,000.22
12/5/2008	County	401512...	AlbioN LITTL...	Brindlee Mountain Fire Engine	-132,934.02
12/19/2008	County	4017044	Mendocino C...	#00910 engine transportation	-800.70
12/24/2008	County	401744...	AlbioN LITTL...	deposit, truck inspection, reimb. for delivery	-7,103.35
<b>Radio Repeaters</b>					<b>-7,960.99</b>
2/19/2009	County	4022758	BearCom	radio repeaters AFP 6376	-6,903.20
4/9/2009	County	402748...	AlbioN LITTL...	Battery charger for radio rep.	-673.11
4/23/2009	County	402941...	VillaGE HAR...	Radio batteries	-384.68
<b>Rolling Stock</b>					<b>-1,063.08</b>
7/21/2008	County	4001186	Cascade Fire...	Inv.#12288 &451 radio holder, hose booste...	-1,063.08
<b>SCBAs</b>					<b>-43,942.26</b>
3/5/2009	County	402399...	AIBION LITT...	SCBA	-43,942.26
<b>Other 86-4370-EQUIPMENT</b>					<b>-1,829.63</b>
2/13/2009	County	402191...	AIBION LITT...	chainsaw	-567.57
4/9/2009	County	402755...	Cascade Fire...	Eductors	-1,262.06
<b>OVERALL TOTAL</b>					<b>-205,634.25</b>



**Albion Little River Fire Protection District  
P. O. Box 634  
Albion, CA 95410**

**Board vehicle maintenance policy per minutes of business meeting May 28, 2008:**

"Board, by unanimous vote of board members present, has set limits on maintenance and repair spending before needing further board approval. Vehicle maintenance and certification set at \$1,000.00 and repairs cost set at \$1,000.00. This will allow the chief to have most vehicle work done in an expeditious manner and get vehicles back in service."

Postponed

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS BUSINESS MEETING MINUTES

Wednesday, April 29, 2009, 7:30pm at Station 810, 33900 West St, Albion, CA

1. Call to order and determination of a quorum. Called to order at 7:34pm with Directors Alan Taeger, Rich Riley, Ed Petrykowski, ~~Dan Sitts~~ and Terry Kemp present along with Derek Wilson, Dave Ayster, Nick Pillsbury, Ted Williams and Diana Wiedemann.
2. Public communication to the Board: Diana lives in Albion and had come to a meeting several months ago for a meeting on the design of 811. The meeting was at the firehouse. Diana wants to make it clear that there have been requests for a community meeting that have been met with some resistance from the Board until after the planning Department meeting. From her point of view, Diana thinks that we can do a better design, better budget, have a complete metal building which could improve the aesthetic and be cost effective. Alan responded that this was on the agenda last meeting and that a motion passed not to change the design. Alan feels that we have a slim chance of getting approval. If we want to redesign after the planning, coastal commission meeting we can. Alan feels that we have put in enough energy to get where we are. Six years and with the wetlands located six feet from the building he is fairly certain that the coastal commission won't approve as is. If we can't build on this site there won't be a need for a community meeting. Nick asked for the specific wording of the resolution. Alan read the draft of the minutes noting the key phrase "immediate changes" Diana stated that she couldn't make the meeting but wants to make it clear to the board that she feels that the community could do a better design and that she hopes that the board would be open to this. Diana also thinks that lifting the building up might help. Ed pointed out item #8c on the meeting minutes that shows we have every intention of having the community involved. And that no current board members were involved in the design.
3. Previous Meeting Minutes. Minutes read and approved
4. Fire Chief's report including operational needs
  - a) Incident reports 2-fires 6-medical 1-car accident 1-water rescue
  - b) Fund raising gifts and service fees- trying to organize an abalone feed. The abalone was donated by Fish and Game and the Ledford house is unable to cook it. We could do it at the Firehouse but will need help.
  - c) Derek updated Cal-fire/ Forestry agreement. We can increase the dollar amount that is paid for 24 hour shift which includes workers comp. Volunteers are covered by the District anything over and above what we cover would be taken care of. Derek's truck is not covered this year but he receives \$.60 a mile reimbursement. The Board can bargain with Cal-fire if they use one of our vehicles we can bill at a higher rate.

Derek will meet with other Fire Chief's next Wednesday. Alan encouraged Derek to get us involved and for him to present this at the next staff meeting. Derek has received handouts from Cal-fire regarding quarantines and to send in one firefighter at a time if a possible contagious exposure might occur.

Derek requests that we send 8 old SBA tanks to Westport along with 4 masks. We had a total of 10 and Derek wants to retain 6. Alan states that this needs to be an agenda item because the public needs to be informed of anything that costs over \$500.00 being donated.

d) Fire department Operational needs- Doing well. Nothing needed at this time.

5. Vehicles-8182- parts are here and should be repaired in 2-3 weeks.

8163-passed inspection. Water pump replaced, radiator hose, shock pin and wrong shock absorbers were replaced with the correct ones. David wants to make sure that the Board received the bill and that it was over \$3000.00. When should the Board be communicated with? Alan stated it is Policy that anything over \$1000.00 needs Board approval. Ideally we should get the evaluation then a written estimate for repairs. Diana asked if we should revisit the Policy and maybe the budget needs to be increased to reflect inflation. Derek states that Gary Lancaster at Fort Bragg Diesel has an ongoing problem with finding something, repairing it without approval. David wants a Board member to meet with him. Alan appointed Rich to tell Gary that we need an itemized list and a Phone call for approval prior to repairs.

8130- Next vehicle to be evaluated.

Nick asked the Board if we are going to pay Gary. Alan feels that we will pay him. So far we have not received a written estimate. Diana encouraged Rich to give Gary a written copy of the Policy.

David spoke to Dave Wise from the South Coast. He is willing to drive here but charges for it, Hourly rate of \$80.00/hr. He is an electrical mechanic he is good at trouble shooting light problems. He does a 45-60 day rotation for the South Coast Firefighters vehicles and is available for us to use. David Ayster says that Gary still wants to work with us and make us the priority. Alan states he wants to give Gary a chance. Rich will present Gary with a copy of our policy since he wants to recommit/dedicate himself to the department. It is not good to divide Repairs between different shops. We still have 3 trucks left- 8132, 8192 8191 that need to be evaluated. Alan stated "this is why we have been Focusing on vehicles, Good job David"

Derek presented the paperwork from CHP emergency vehicle permit that the Board will need to review.

Alan went to the DMV to get the registration on 8175 that was Registered to the Fire Department and needs to be changed to The District. CDF is the lien holder. Alan and Derek will meet With Valerie who needs clarification on our insurance.

#### Communications to the Board

Repeaters are installed in 812. There was trouble with 815 duplexer Ted asked if the board had received a refund check of \$450.00 and we haven't so Ted will follow up. The Dept has decided to repair instead of replace. Dr. Watts is soliciting audit business. We have a currant contract for another two years. CA Special District Assoc. was discussed and we have minimal contact with them. We also received the quarterly county investment report. County pool of Investments hit. The county down \$5 million dollars. PAR value vs market value. There is nothing that we can do. We are invited to the Little River Airport Appreciation day May 16<sup>th</sup>.

#### Current Financial Report

Above \$4,000.00 in expenses. We still have issues of being over Budget on 3 items. Alan will review with Katya. Items need to Be broken down and itemized. Alan recommends we leave it as it is.

#### Action Item a)

Surplus fuel tank. Derek can sell off for \$1500.00. Rich made a Motion to take \$1500.00 for it. approved unanimously. Two people are interested in the Type 1 engine with the high bid being \$300.00 from Oliver. Alan made a motion to sell the Type 1 as is to Oliver. Approved unanimously.

b) District Bylaw changes. Additional sentence in bold that says District. Motion was approved unanimously.

c) Dan is unavailable for the week of May 20<sup>th</sup> so the Budget meeting is rescheduled to May 11<sup>th</sup> at 7:00pm.

811

Planning committee meeting in Ukiah on May 21<sup>st</sup>. Ed will contact Amy Winn and see if she can attend also.

Derek will meet with Valerie Burke about the Type 3 and decommissioned engines and the possibility of replacing a Federal Government vehicle on loan to us.

Grants – Terry reported that Harvey Chess is unable to meet the May 20<sup>th</sup> deadline for the FEMA grant application but wants to focus on the next year. He wants to work with the Board on Fundraising and other grant opportunities.

Derek will look into the ISO rating and get back to the Board with the results.

Ethics training was completed by Terry and she also reported on the Emergency Preparedness meeting she attended in Ukiah.

Next meeting will be May 27, 2009 at 7:30 pm, Station 810  
Adjournment 9:11pm

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

Wednesday, May 27, 2009, 7:30 pm, at Station 810, 33900 West Street, Albion, CA

1. **Call to order and determination of a quorum.** Meeting called to order at 7:40pm with Directors Terry Kemp, Ed Petrykowski, Dan Sitts, Rich Riley and Alan Taeger along with Chief Derek Wilson, Firefighter Jeff Wall and Ted Williams.
2. **Public communication to the Board.** None
3. **Previous Meeting Minutes.** Minutes from April 29, 2009 were tabled till next meeting and Minutes from special budget meeting May 11, 2009 were unanimously approved with corrections.
4. **Fire Chief's report, including operational needs.**
  - A) **Incident reports.** Call sheet not presented
  - B) **Fund raising, gifts and service fees.** No report.
  - C) **Fire Department report.** Derek requested to Calfire for a surplus truck. Paper work for this request has been started.
  - D) **Fire Department operational needs.** 4 new type SCBAs needed.
  - E) **Vehicle maintenance report.** No Report at this time.
5. **Communications to the Board.** Nothing to report.
6. **Financial Report.** Budget Overview was presented and reviewed and itemized categories were clarified.
7. **Presentation of proposed draft budget for FY 2009-2010 for review, discussion, possible proposed revisions.** The board decided to reduce proposed budget to \$160,000 as that is close to the total revenue the District expects to receive during upcoming fiscal year. The proposed budget was modified by reducing new equipment expenditures from 25,000 to 5,000.
8. **Items for consideration and possible action**
  - A) Board voted unanimously to donate surplus (old type) SCBAs to Westport Fire Department
  - B) Rich made motion to pay Fish and Game filing fee. Approved unanimously.
  - C) Dan made motion to sell surplus fuel tank and stand to Firefighter Ted Williams for \$500. Approved Unanimously.
  - D) No action taken.
9. **Committee reports:**
  - A) **Station 811 report.** Building project approved by County Planners on 21<sup>st</sup> of May. Coastal Commission has ten days to appeal.
  - B) **Vehicle Committee.** Repair to vehicle 8182 is not complete at Fort Bragg Diesel but parts are in for the repair. Estimates will be needed before any future work. Vehicle 8162 has some warranty issues. Rescue vehicle has been sent to FBD and waiting for word on condition.
  - C) **Grant Committee.** No report at this time.
10. **Board Directors' reports.** New bridge location proposals will not affect Albion fire house. Secretary will send copy of approved minutes to Board members, Rick Ricca and Ted Williams.
11. **Next meeting: June 24, 2009 at 7:30pm, Station 810.**
12. **Adjournment**

Minutes approved by unanimous vote of the board at the June 24, 2009 regular business meeting.