



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING AGENDA

Wednesday, June 17, 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: Board of Directors Meeting June, 2026

Time: June 17, 2026 10:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/84325250132>

Meeting chat link

<https://us06web.zoom.us/jc/84325250132>

Meeting ID: 843 2525 0132

One tap mobile

+16694449171,,84325250132# US

+16699006833,,84325250132# US (San Jose)

Join by SIP

• 84325250132@zoomcrc.com

Join instructions

<https://us06web.zoom.us/join/84325250132/invitations?signature=-XX4PbbZKmJlbla2u5LyHDrHe3lxyoFZJgzlvTDdZiw>

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 May 20 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
8. **Items for discussion and possible action by the board**
 - a. **Grant Proposal Approval process**
 - b. **Board Election**
 - c. **RESOLUTION NO. 2026-XX-XX REGARDING AUTHORIZATION FOR THE CONSTRUCTION OF THE NEW CENTRAL ALBION FIRE STATION 810** (see packet)
 - d. **Special Fire and Rescue Tax Appeal & Hardship Relief Policy** (see packet)
 - e. **RESOLUTION OF THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT ELECTING TO BECOME SUBJECT TO THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES** (see packet)
 - f. **RESOLUTION OF THE BOARD OF DIRECTORS OF THE ALBION LITTLE RIVER FIRE PROTECTION DISTRICT ADOPTING INFORMAL BIDDING PROCEDURES PURSUANT TO THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT** (see packet)
9. **Directors Discussion:**
10. **ADJOURNMENT:**



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING MINUTES draft

Wednesday, May 20, 2026 10:00AM

Please note that this meeting was held at ALRFPD Station 810, 33900 West Street, Albion, CA and via videoconference on the Zoom platform. .

1. **Call to Order and determination of a quorum.** The meeting was called to order at 10:02 AM by President Linstedt. Directors Acker, Linstedt, Welty and Campbell were present at Station 810. Also present Ken Schaffer
2. **Roll Call.** Acker present, Linstedt present, Welty present, Campbell present.
3. **Motion by Secretary Steve Acker to adopt the agenda:** Approved by a vote of 4 ayes.
4. **Public communication to the board:** None
5. **Chief's report:** none
6. **Consent calendar:** Approved by a vote of 4 ayes.
 - a. **Approval of the April 15 Regular meeting minutes** (see packet)
 - b. **Approval of the April 21 special meeting minutes** (see packet)
 - c. **Acceptance of submitted current financial report.** (see packet)
7. **Committee Reports:**
 - a. **Building Committee: CUPCAA- next meeting**
 - b. **Treasurers report:** Welty
 - c. **Finance Committee:** none
 - d. **MCAFD report:** Linstedt: none
 - e. **Fire Tax Ad Hoc Committee:** New process for tax appeal- next meeting
 - f. **Fire Safe Council:** Lapidus none
8. **Items for discussion and possible action by the board**
 - a. **Approval to send the Albion School a Certificate of Appreciation** (see packet) Approved by a vote of 4 ayes.
 - b. **Grant Proposal Approval process: next meeting.**
9. **Directors Discussion:**
 - a. BBQ site repairs to picnic table and food shade covers are planned.
10. **ADJOURNMENT:** Meeting adjourned at 10:45 pm. The next regular meeting has been scheduled for Wednesday, June 17, 2026 10:00 am at Station 810 and Zoom.

Albion Little River Fire Protection District

06/11/26

Balance Sheet

Accrual Basis

As of May 31, 2026

| | May 31, 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 | 378,661.23 |
| Total 1050 · Local Agency Investment Fund | 671,661.23 |
| 1001 · Public Tax Account | 31,239.64 |
| 1002 · Fee Service Fund | 14,312.26 |
| 1003 · District Checking | 22,604.63 |
| 1004 · County Held Funds | 16.86 |
| 1005 · Building Fund - Checking | 17,543.02 |
| 1006 · Fire Department - Donations | 11,540.72 |
| Total 1000 · General Cash | 768,918.36 |
| Total Checking/Savings | 768,918.36 |
| Total Current Assets | 768,918.36 |
| 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 | 1,731,616.48 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Credit Cards | |
| 2001 · Umpqua Bank | 3,461.51 |
| Total Credit Cards | 3,461.51 |
| Other Current Liabilities | |
| 2100 · Payroll Liabilities | 2,865.76 |
| Total Other Current Liabilities | 2,865.76 |
| Total Current Liabilities | 6,327.27 |
| Total Liabilities | 6,327.27 |
| Equity | |
| 3201 · Investment in Capital Assets | 1,099,667.00 |
| 3200 · Undesignated Fund Balance | 543,947.94 |
| Net Income | 81,674.27 |
| Total Equity | 1,725,289.21 |

4:56 PM

Albion Little River Fire Protection District

06/11/26

Balance Sheet

Accrual Basis

As of May 31, 2026

| | |
|----------------------------|----------------------------|
| | <u>May 31, 26</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>1,731,616.48</u></u> |

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

July 2025 through May 2026

| | Jul '25 - May 26 | Budget | \$ Over Budget | % of Budget |
|---|-------------------|-------------------|--------------------|---------------|
| Income | | | | |
| 4100 · Property Taxes | | | | |
| 4101 · CURRENT SECURED TAX | 61,296.37 | 102,425.00 | -41,128.63 | 59.8% |
| 4102 · CURRENT UNSECURED TAX | 2,451.20 | 3,198.00 | -746.80 | 76.6% |
| 4103 · SB813 SUPPLEMENTAL TAX | 680.46 | 919.00 | -238.54 | 74.0% |
| 4105 · PRIOR UNSECURED TAX | 76.97 | 141.00 | -64.03 | 54.6% |
| Total 4100 · Property Taxes | 64,505.00 | 106,683.00 | -42,178.00 | 60.5% |
| 4200 · Other Taxes | | | | |
| 4202 · SPECIAL TAX | 91,058.97 | 165,217.68 | -74,158.71 | 55.1% |
| 4203 · TOT - Measures D & E | 13,905.75 | 21,517.00 | -7,611.25 | 64.6% |
| 4204 · Measure P | 33,054.72 | 111,320.00 | -78,265.28 | 29.7% |
| 4205 · TIMBER TAX | 282.79 | 350.00 | -67.21 | 80.8% |
| Total 4200 · Other Taxes | 138,302.23 | 298,404.68 | -160,102.45 | 46.3% |
| 4400 · Intergovernmental - Grants | | | | |
| 4402 · State - CalFire | 9,696.95 | | | |
| 4405 · Other | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 4400 · Intergovernmental - Grants | 9,696.95 | 0.00 | 9,696.95 | 100.0% |
| 4500 · Intergovernmental - State | | | | |
| 4501 · HOMEOWNER PROPERTY TAX | 0.00 | 600.00 | -600.00 | 0.0% |
| 4502 · Highway Property Rental | 0.00 | 3.34 | -3.34 | 0.0% |
| 4503 · PROP 172 | 4,146.01 | 13,500.00 | -9,353.99 | 30.7% |
| 4505 · Fire Recovery USA, LLC | 14,816.64 | 2,340.00 | 12,476.64 | 633.2% |
| 4506 · Cal Fire ABH | 143,952.90 | 160,000.00 | -16,047.10 | 90.0% |
| 4500 · Intergovernmental - State - Other | 0.00 | 642.33 | -642.33 | 0.0% |
| Total 4500 · Intergovernmental - State | 162,915.55 | 177,085.67 | -14,170.12 | 92.0% |
| 4600 · USE OF MONEY & PROPERTY | | | | |
| 4601 · INTEREST INCOME | 13,136.86 | 0.00 | 13,136.86 | 100.0% |
| Total 4600 · USE OF MONEY & PROPERTY | 13,136.86 | 0.00 | 13,136.86 | 100.0% |
| 4700 · OTHER REVENUE | | | | |
| 4705 · Inspection Fees | 2,810.00 | 0.00 | 2,810.00 | 100.0% |
| 4704 · Reserves | 0.00 | 42,253.00 | -42,253.00 | 0.0% |
| 4703 · Reimbursement | 15,044.00 | 0.00 | 15,044.00 | 100.0% |
| 4702 · Fire Recovery USA Fees | 0.00 | 0.00 | 0.00 | 0.0% |
| 4701 · INSURANCE PAYMENT | 0.00 | 0.00 | 0.00 | 0.0% |
| 4700 · OTHER REVENUE - Other | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 4700 · OTHER REVENUE | 17,854.00 | 42,253.00 | -24,399.00 | 42.3% |
| 4800 · Donations | | | | |
| 4801 · 810 Building Capital Campaign | 0.00 | 0.00 | 0.00 | 0.0% |
| 4803 · Donor Advised Charitable Funds | 2,000.00 | | | |
| 4805 · Business | 15,895.20 | 0.00 | 15,895.20 | 100.0% |
| 4806 · Individual | 140,218.54 | 0.00 | 140,218.54 | 100.0% |
| 4800 · Donations - Other | 0.00 | 40,000.00 | -40,000.00 | 0.0% |
| Total 4800 · Donations | 158,113.74 | 40,000.00 | 118,113.74 | 395.3% |
| Total Income | 564,524.33 | 664,426.35 | -99,902.02 | 85.0% |
| Gross Profit | 564,524.33 | 664,426.35 | -99,902.02 | 85.0% |
| Expense | | | | |
| 5000 · Salaries and Benefits | | | | |
| 5004 · CalFire ABH/OES | 67,770.39 | 160,000.00 | -92,229.61 | 42.4% |
| 5011 · Hiring Expenses | 0.00 | 0.00 | 0.00 | 0.0% |
| 5001 · Full-Time Salaries | 79,588.50 | 126,000.00 | -46,411.50 | 63.2% |
| 5002 · Part-Time Salaries | 20,285.40 | 42,000.00 | -21,714.60 | 48.3% |
| 5003 · On-Call Stipends | 6,459.02 | 22,000.00 | -15,540.98 | 29.4% |
| 5005 · Payroll Taxes | 15,610.20 | 0.00 | 15,610.20 | 100.0% |
| 5010 · Payroll Fees | 205.00 | 0.00 | 205.00 | 100.0% |
| 5101 · MISC EMPLOYEE BENEFITS | 2,067.43 | 9,300.00 | -7,232.57 | 22.2% |
| 5102 · WORKERS COMPENSATION | 0.00 | 14,786.20 | -14,786.20 | 0.0% |
| 5103 · CLOTHING & PERSONAL ITE | 1,543.32 | 12,000.00 | -10,456.68 | 12.9% |
| 5104 · MED AND DENTAL | 15,300.00 | 9,000.00 | 6,300.00 | 170.0% |
| 5105 · EDUCATION & TRAINING | 13,818.98 | 9,000.00 | 4,818.98 | 153.5% |
| Total 5000 · Salaries and Benefits | 222,648.24 | 404,086.20 | -181,437.96 | 55.1% |
| 6000 · Materials Services and Supplies | | | | |
| 6050 · Communications | | | | |
| 6058 · Radios-Mobile/Portable | 21,807.69 | 19,393.89 | 2,413.80 | 112.4% |
| 6057 · Tablets | 0.00 | 15,044.00 | -15,044.00 | 0.0% |
| 6056 · Pagers | 0.00 | 0.00 | 0.00 | 0.0% |
| 6055 · Radios and Maintenance/Repair | 11,534.70 | 500.00 | 11,034.70 | 2,306.9% |
| 6052 · TELEPHONE | 5,101.25 | 2,000.00 | 3,101.25 | 255.1% |
| 6054 · WEBHOSTING | 224.15 | | | |
| 6051 · INTERNET SERVICE | 2,747.13 | 6,500.00 | -3,752.87 | 42.3% |
| 6050 · Communications - Other | 678.65 | 0.00 | 678.65 | 100.0% |
| Total 6050 · Communications | 42,093.57 | 43,437.89 | -1,344.32 | 96.9% |
| 6000 · Materials Services and Supplies - Other | 5,942.34 | 0.00 | 5,942.34 | 100.0% |
| Total 6000 · Materials Services and Supplies | 48,035.91 | 43,437.89 | 4,598.02 | 110.6% |
| 6100 · FOOD | 6,415.93 | 6,000.00 | 415.93 | 106.9% |
| 6150 · INSURANCE GENERAL | 0.00 | 36,300.00 | -36,300.00 | 0.0% |
| 6200 · Maintenance | | | | |
| 6201 · MAINTENANCE EQUIPMENT | 4,230.96 | 2,000.00 | 2,230.96 | 211.5% |
| 6202 · Vehicle Maintenance | 10,292.07 | 7,500.00 | 2,792.07 | 137.2% |
| 6203 · MAINTENANCE STRUCTURES | 3,422.86 | 2,000.00 | 1,422.86 | 171.1% |
| 6250 · MEDICAL, LAB SUPPLIES | 1,861.30 | 5,250.00 | -3,388.70 | 35.5% |
| 6200 · Maintenance - Other | 1,882.92 | 7,400.00 | -5,517.08 | 25.4% |
| Total 6200 · Maintenance | 21,690.11 | 24,150.00 | -2,459.89 | 89.8% |
| 6300 · MEMBERSHIPS | 2,241.99 | 3,371.00 | -1,129.01 | 66.5% |
| 6350 · DISTRICT OFFICE SUPPLIE | 15,586.84 | 12,000.00 | 3,586.84 | 129.9% |
| 6400 · PROFESIONAL & SPECIAL SERVICES | 4,532.65 | 2,200.00 | 2,332.65 | 206.0% |

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

July 2025 through May 2026

| | Jul '25 - May 26 | Budget | \$ Over Budget | % of Budget |
|---|-------------------|-------------------|--------------------|----------------|
| 6401 - AUDITING & FISCAL SERVI | 9,761.08 | 3,600.00 | 6,161.08 | 271.1% |
| 6700 - TRANSPORTATION & TRAVEL | | | | |
| 6701 - Fleet Fuel | 10,810.01 | 22,000.00 | -11,189.99 | 49.1% |
| 6700 - TRANSPORTATION & TRAVEL - Other | 1,173.25 | 0.00 | 1,173.25 | 100.0% |
| Total 6700 - TRANSPORTATION & TRAVEL | 11,983.26 | 22,000.00 | -10,016.74 | 54.5% |
| 6600 - SMALL TOOLS & SUPPLIES | 3,534.39 | 1,600.00 | 1,934.39 | 220.9% |
| 6650 - ELECTION SUPERVISION & SERVICES | 0.00 | 3,500.00 | -3,500.00 | 0.0% |
| 6750 - UTILITIES | | | | |
| 6751 - Redwood Waste Solutions | 2,434.44 | 2,010.00 | 424.44 | 121.1% |
| 6752 - Albion Water District | 740.00 | 750.00 | -10.00 | 98.7% |
| 6753 - PG&E | 5,131.47 | 5,200.00 | -68.53 | 98.7% |
| 6754 - Propane | 913.83 | 1,000.00 | -86.17 | 91.4% |
| 6755 - Thompson Septic Service | 3,129.73 | 3,200.00 | -70.27 | 97.8% |
| Total 6750 - UTILITIES | 12,349.47 | 12,160.00 | 189.47 | 101.6% |
| 6800 - PAYMENTS TO GOVT AGENCIES | 1,878.45 | 3,309.00 | -1,430.55 | 56.8% |
| 7800 - Other Expenses - Grants | 0.00 | 0.00 | 0.00 | 0.0% |
| 7900 - Donation expenditures | 225.50 | 0.00 | 225.50 | 100.0% |
| 8000 - Capital Outlay | | | | |
| 8250 - Construction in Progress | 40,952.78 | 0.00 | 40,952.78 | 100.0% |
| 8100 - BUILDINGS & IMPROVEMENT | 2,796.15 | 30,000.00 | -27,203.85 | 9.3% |
| 8200 - EQUIPMENT (PURCHASE) | | | | |
| 8201 - Office Equipment | 0.00 | 0.00 | 0.00 | 0.0% |
| 8202 - Firefighting Equipment | 8,676.97 | 6,000.00 | 2,676.97 | 144.6% |
| 8203 - Medical Equipment | 5,500.46 | 5,000.00 | 500.46 | 110.0% |
| 8205 - Trucks | 38.73 | 0.00 | 38.73 | 100.0% |
| 8207 - Leased Equipment | 59,213.74 | 60,000.00 | -786.26 | 98.7% |
| 8200 - EQUIPMENT (PURCHASE) - Other | 197.78 | 0.00 | 197.78 | 100.0% |
| Total 8200 - EQUIPMENT (PURCHASE) | 73,627.68 | 71,000.00 | 2,627.68 | 103.7% |
| 8000 - Capital Outlay - Other | 4,180.00 | | | |
| Total 8000 - Capital Outlay | 121,556.61 | 101,000.00 | 20,556.61 | 120.4% |
| 9900 - Suspense | 409.63 | | | |
| 9990 - Reconciliation Discrepancies | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Expense | 482,850.06 | 678,714.09 | -195,864.03 | 71.1% |
| Net Income | 81,674.27 | -14,287.74 | 95,962.01 | -571.6% |



KATRINA BARTOLOMIE
 ASSESSOR
 COUNTY CLERK-RECORDER
 REGISTRAR OF VOTERS
 COMMISSIONER OF
 CIVIL MARRIAGES

COUNTY OF MENDOCINO

OFFICE OF ASSESSOR-COUNTY CLERK-RECORDER
 501 LOW GAP ROAD, RM. 1020
 UKIAH, CALIFORNIA 95482
 E-MAIL: acr@mendocinocounty.gov

TONYA MOUNTS
 ASSISTANT ASSESSOR
 (707) 234-6800
 ASSESSOR FAX: (707) 463-6597

AMANDA WOLTER
 ASSISTANT REGISTRAR OF VOTERS
 ASSISTANT CLERK RECORDER
 (707) 234-6819

Business Property (707) 234-6815
 County Clerk: (707) 234-6822
 Recorder: (707) 234-6823
 CLERK-RECORDER FAX: (707) 463-4257

April 27, 2026

Albion-Little River Fire Protection District
 ATTN: Steve Acker
 PO Box 634
 Albion, CA 95410

Your Special District Board Election will be conducted on Tuesday, November 3, 2026, in accordance with the provisions of your principal act. Accordingly, there are certain items that must be executed and filed with this office no later than 125 days (**July 1, 2026**) prior to the date of the election. These items are listed below:

- The attached "Notice of Elective Offices to be Filled" (form enclosed), which includes: Who is responsible for paying Candidate's Statement of Qualifications; and the list of officials whose terms expire in December 2026 (please indicate whether they were elected or appointed and if the office will be for a short term or a long term.

AND

- A map showing the boundaries of the district and the boundaries of the division of the district, if any.

PLEASE NOTE: We need BOTH the Notice of Elective Offices to be Filled AND a map of the district to order your election.

Potential candidates may obtain their filing forms directly from our office (501 Low Gap Road, Room 1020, Ukiah, CA 95482). Forms will be available, and the filing period begins on July 13, 2026 and ends at 5:00pm on August 7, 2026.

Please feel free to contact this office if you have any questions.

Sincerely,

KATRINA BARTOLOMIE
 Assessor-County Clerk-Recorder

Amanda Wolter

Amanda Wolter
 Assistant Registrar of Voters

enclosure



RESOLUTION NO. 2026-XX-XX

**REGARDING AUTHORIZATION FOR THE CONSTRUCTION OF THE NEW
CENTRAL ALBION FIRE STATION 810**

WHEREAS, the existing Albion Little River Fire Protection District (ALRFPD) Station 810 headquarters, constructed by volunteers in 1960, is obsolete and insufficient to meet the demands of a modern fire service; and

WHEREAS, the current facility is barely large enough to accommodate a single modern fire engine, lacks crew quarters, decontamination facilities to protect firefighters from carcinogenic exposure, and provides only one ADA-compliant restroom without a shower, thereby failing to meet modern health and safety standards; and

WHEREAS, the ALRFPD is the primary emergency responder for a 37.5 square mile territory, serving approximately 2,000 residents and over 6,500 annual visitors, and is critical for managing wildfire, medical, and traffic incidents along the State Highway 1 and State Highway 128 corridors; and

WHEREAS, the Albion location remains the most central and optimal for apparatus response time and maintaining the District's favorable fire insurance ratings; and

WHEREAS, the construction of a new central fire station is estimated to be a multi-million dollar project that may be completed in two phases depending on funding: Phase 1 for a four-bay apparatus building and Phase 2 for an administrative building with offices, training facilities, sleeping quarters to support future on-duty staffing, and a decontamination room; and

WHEREAS, the District has secured land use entitlement for the project, including obtaining a Coastal Development Permit from the Mendocino County Planning Commission in May 2024, completing a boundary line adjustment on the 1.81-acre site, and completing a CEQA Mitigated Negative Declaration; and

WHEREAS, the District is actively pursuing government funding to cover as much as 75% of the total project cost, with the ALRFPD committing a 25% local match.

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

1. The Board formally authorizes the Building Committee, comprised of 2 Board members, Fire Chief, Advisory (Architect) member, to proceed with all necessary actions for the design, financing, and construction of the new Central Albion Fire Station 810 on the District-owned parcel at 33900 West Street.
2. The Board reaffirms its commitment to the multi-million dollar, two-phase construction plan outlined in the project documentation and to securing the necessary local matching funds.
3. The Board formally authorizes the Fire Chief and Board President to sign and submit all documents, assurances, and certifications necessary to secure grant and/or legislative funding, including the USDA Rural Development Community Facilities program, to ensure the successful completion of this project.

PASSED AND ADOPTED by a vote of the Board of Directors of the Albion Little River Fire Protection District at a regular meeting in Albion, California, this **17th day of June, 2026**, as follows:

| Director Name | AYE NAY ABSTAIN ABSENT |
|----------------------|-------------------------------|
|----------------------|-------------------------------|

Pam Linstedt, President

Eric Campbell, Vice President

Lee Welty, Treasurer

Steve Acker, Secretary

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

Albion Little River Fire Protection District (ALRFPD)

Special Fire and Rescue Tax Appeal & Hardship Relief Policy

(Superseding prior Resolution 2002-02 and expanding the March 8, 2012 policy)

This policy establishes a fair, consistent, and transparent process for:

- Appeals regarding the Special Fire and Rescue Tax, and
 - Requests for discretionary hardship relief for owner-occupied primary residents, evaluated on a case-by-case basis.
-

1. Right to Appeal

Property owners within the District may request review of their tax assessment by:

- Submitting a written letter to the Board of Directors, and
 - Completing the District's Appeal / Hardship Application Form
-

2. Required Application Information (see Attachment A)

Applicants must provide:

- Name of property owner
 - Date of appeal
 - Assessor's Parcel Number (APN)
 - Parcel address
 - Mailing address and phone number
 - Description of the nature of the appeal
 - Supporting documentation (e.g., tax bills)
 - If claiming hardship: financial and supporting documentation
-

3. Types of Appeals Recognized

The District recognizes two categories:

A. Administrative / Assessment Appeals

- Errors in parcel or unit classification
- Incorrect application of tax formula
- Duplicate or incorrect billing

B. Hardship Appeals (Discretionary)

- Financial hardship
 - Disability or medical conditions
 - Catastrophic events
 - Extraordinary circumstances
-

4. Eligibility Criteria - Applicants must meet all baseline conditions:

A. Property Requirements

- Must be owner-occupied primary residence
- Located within District boundaries
- Subject to the Special Fire Tax

B. Good Standing

- No fraud or misrepresentation
 - Prior taxes paid or on payment plan (unless hardship explains delinquency)
-

5. Public Information & Confidentiality

The existence of an Appeal is public record. The financial and/or personal information submitted is confidential.

An advocate/personal representative may assist the property owner.

6. Appeal Review Process

Step 1: Submission

Application and letter submitted to the District. Appeal period is January 30- April 1.

Step 2: Committee Review

An ad hoc Board committee comprising 2 Board members and ideally, one public advisory member shall:

- Review the appeal and all submitted documents
- Evaluate eligibility and supporting evidence
- Prepare a recommendation

Step 3: Board Consideration

- Appeals will be considered at a regular or special Board meeting
- The Board will make the final decision after considering the committee's recommendation

Step 4: Applicant Participation

- Applicants will be notified of the meeting
- Applicants are encouraged to attend and may provide input

Step 5: Notification

- The Secretary of the Board will provide written notice of the decision
-

7. Discretionary Guidelines

For hardship appeals, the Board shall consider:

- Household income and financial condition
 - Nature and severity of hardship
 - Temporary vs. ongoing hardship
 - Property use
 - Applicant's good faith effort to pay
 - Changing financial circumstances
-

8. Types of Relief

The Board may approve one of the following:

- Full exemption (rare)
- Partial reduction

All relief is time-defined.

9. Findings & Documentation

All decisions should include:

- Summary of the appeal
 - Basis for approval or denial
 - Any conditions or duration of relief
-

10. Appeals of Decisions

Reconsideration may be requested only if:

- New information is provided, or
- A procedural error occurred

Board decisions are final.

11. Prior Policy Reference

This policy:

- Incorporates and expands the policy adopted March 8, 2012
 - Supersedes Resolution 2002-02
-

DRAFT

ATTACHMENT A _ APPLICATION

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT (ALRFPD)

P.O. Box 634, Albion, CA 95410

SPECIAL FIRE AND RESCUE TAX

APPEAL/ HARDSHIP APPLICATION

Appeal period is Jan 30 – April 1, DUE by April 1

1. Basic Information

Date: _____

Name of Property Owner: _____

Assessor's Parcel Number (APN): _____

Parcel Address: _____

Applicant Name (if different): _____

Mailing Address: _____

Phone: _____ Email: _____

2. Type of Appeal (check one)

Assessment / Administrative Appeal

Hardship Relief Request

3. Description of the Nature of the Appeal

(Attach additional pages if needed)

4. Hardship Information (if applicable)

Household Monthly Income: \$ _____

Check all that apply:

- Financial hardship
- Disability
- Catastrophic event
- Medical hardship
- Other: _____

Describe hardship:

5. Requested Relief

- Full exemption
- Partial reduction
- Other: _____

6. Required Attachments

- Tax bill
- Supporting documents
- Financial documentation (if hardship)
- Other: _____

7. Certification

I certify that the information provided is true and correct.

Signature: _____

Date: _____

FOR DISTRICT USE ONLY

Application Complete: Yes No

Committee Recommendation: _____

Board Decision: _____

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
RESOLUTION NO. _____**

**A RESOLUTION ADOPTING AN UPDATED SPECIAL FIRE AND RESCUE TAX
APPEAL
AND HARDSHIP RELIEF POLICY**

WHEREAS,

The Albion Little River Fire Protection District (“District”) adopted a Special Fire and Rescue Tax Appeal Policy on March 8, 2012; and

WHEREAS,

The District desires to clarify and expand that policy to include consistent procedures and hardship evaluation criteria; and

WHEREAS,

The Board of Directors finds that a structured yet flexible case-by-case approach is necessary to ensure fairness while preserving the intent of the voter-approved tax;

NOW, THEREFORE, BE IT RESOLVED:

1. Policy Adoption

The Board hereby adopts the updated Special Fire and Rescue Tax Appeal & Hardship Relief Policy attached hereto.

2. Continuation of Appeal Rights

Property owners retain the right to submit appeals as established in the 2012 policy.

3. Committee Structure

An ad hoc Board committee comprising two Board members and ideally one public advisory member shall:

- Review appeals
 - Evaluate documentation
 - Provide recommendations to the Board
-

4. Board Authority

The Board retains full and final authority to approve or deny all appeals and hardship requests.

5. Superseding Effect

This Resolution:

- Expands and replaces the March 8, 2012 policy
 - Supersedes Resolution 2002-02
-

6. Effective Date

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this ____ day of _____, **20**

Chair, Board of Directors: _____

Attest: _____

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
RESOLUTION NO. _____-2026

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE ALBION
LITTLE RIVER FIRE PROTECTION DISTRICT ELECTING TO
BECOME SUBJECT TO THE UNIFORM PUBLIC CONSTRUCTION
COST ACCOUNTING PROCEDURES**

WHEREAS, California Public Contract Code Sections 22000 through 22045 authorizes the use of uniform public construction cost accounting procedures for public projects of local agencies; and

WHEREAS, the Board of Directors of the Albion Little River Fire Protection District ("District") has determined that use of uniform public construction cost accounting procedures will serve the best interests of the District and that it is appropriate to elect to become subject to the uniform public construction cost accounting procedures; and

WHEREAS, pursuant to Public Contract Code Section 22030, in order to elect to become subject to uniform public construction cost accounting procedures, the Board of Directors must adopt a resolution pursuant to Public Contract Code Section 22031; and

WHEREAS, the District is currently working towards construction of a new (replacement) fire station at Station 810 and adoption of these procedures will facilitate efficient and compliant bidding for this and future construction projects.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Albion Little River Fire Protection District hereby elects to become subject to the Uniform Public Construction Cost Accounting Procedures as set forth in Public Contract Code Section 22000 et seq.

BE IT FURTHER RESOLVED that the District shall comply with all applicable provisions of the California Uniform Public Construction Cost Accounting Act and the procedures promulgated by the California Uniform Construction Cost Accounting Commission.

BE IT FURTHER RESOLVED that the Fire Chief or designee is authorized and directed to file a copy of this resolution with the State Controller's Office at LocalGovPolicy@sco.ca.gov within fifteen (15) days of adoption.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon passage.

PASSED AND ADOPTED by the Board of Directors of the Albion Little River Fire Protection District at a regular meeting held on the _____ day of _____, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President, Board of Directors

ATTEST:

Secretary, Board of Directors

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
RESOLUTION NO. _____-2026**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE ALBION
LITTLE RIVER FIRE PROTECTION DISTRICT ADOPTING INFORMAL
BIDDING PROCEDURES PURSUANT TO THE UNIFORM PUBLIC
CONSTRUCTION COST ACCOUNTING ACT**

WHEREAS, the Albion Little River Fire Protection District ("District") has adopted the Uniform Public Construction Cost Accounting Procedures pursuant to Public Contract Code Section 22000 et seq.; and

WHEREAS, Public Contract Code Section 22032 authorizes the use of informal bidding procedures for public projects not exceeding \$220,000 for agencies subject to the Uniform Public Construction Cost Accounting Act; and

WHEREAS, the Board of Directors has determined that the use of informal bidding procedures will provide increased efficiency and cost savings while maintaining competitive bidding and appropriate safeguards.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Albion Little River Fire Protection District hereby adopts the following informal bidding procedures pursuant to the California Uniform Public Construction Cost Accounting Act:

Section 1. Applicability.

These informal bidding procedures shall apply to all public projects, as defined by Public Contract Code Section 22002, that are estimated to cost more than \$75,000 but not more than \$220,000.

Section 2. Force Account and Negotiated Contracts.

Public projects of \$75,000 or less may be performed by District employees by force account, by negotiated contract, or by purchase order, in accordance with Public Contract Code Section 22032(a).

Section 3. Informal Bidding Procedures.

For public projects exceeding \$75,000 but not exceeding \$220,000, the District may use informal bidding procedures as set forth in Public Contract Code Sections 22032 through 22045, including but not limited to:

1. Maintaining a list of qualified contractors by category of work as specified in Public Contract Code Section 22034;
2. Mailing notice inviting informal bids to all contractors on the qualified list for the applicable category at least 10 calendar days before bid opening;
3. Mailing notice to construction trade journals as specified by the California Uniform Construction Cost Accounting Commission;
4. Awarding contracts to the lowest responsible bidder.

Section 4. Formal Bidding.

Public projects exceeding \$220,000 shall be subject to formal bidding procedures in accordance with Public Contract Code Section 22032(c).

Section 5. Excess Bids.

If all bids received pursuant to informal bidding procedures are in excess of \$220,000, the Board of Directors may, by adoption of a resolution by a four-fifths vote, award the contract at \$235,000 or less to the lowest responsible bidder if the Board determines that the District's cost estimate was reasonable, pursuant to Public Contract Code Section 22032(b).

Section 6. Compliance with CUPCAA.

The District shall comply with all cost accounting procedures and requirements established by the California Uniform Construction Cost Accounting Commission.

Section 7. Delegation of Authority.

The Fire Chief is authorized to establish administrative procedures consistent with this resolution and the requirements of the California Uniform Public Construction Cost Accounting Act, including establishing and maintaining qualified contractor lists.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon passage.

PASSED AND ADOPTED by the Board of Directors of the Albion Little River Fire Protection District at a regular meeting held on the _____ day of _____, 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President, Board of Directors

ATTEST:

Secretary, Board of Directors