



Albion Little River Fire Protection District

REGULAR MEETING AGENDA

Wednesday, August 10, 2016, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:**
2. **Motion by Secretary Alan Taeger to adopt agenda:**
3. **Public communication to the board:** Members of the public may address the board on any matter within the jurisdiction of the board; however, no action will be taken on items not on the agenda. Individuals wishing to address the board regarding items on the agenda may do so when the agenda item is presented.
4. **Chiefs report:**
5. **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 July 13, 2016 regular meeting minutes.**
 - b. **Approval of the July 25, 2016 special meeting minutes.**
 - c. **Acceptance of the monthly correspondence report.**
 - d. **Acceptance of the May, 2016 financial report.**
 - e. **Acceptance of the June, 2016 financial report.**
 - f. **Motion by Director Taeger to amend motion passed unanimously by the board at the May 11, 2016 regular meeting as follows:** Motion to make the elected officers of the board (President, Vice President, and Secretary) signatories on *all* district checking *and savings* accounts, remove the ~~(appointed) fiscal officer as checking accounts signatory~~ *remaining board members as checking and saving accounts signers* and assign the *appointed* fiscal officer to oversee accounts reconciliation.
 - g. **Motion by Director Taeger to direct President Issel to sign verification that district conflict of interest code accurately designates all positions that make or participate in the making of governmental decisions, that the district has reviewed its conflict of interest code, and that the current code incorporates FPPC regulation 18730 so that all Government Code Sections are referenced. (Reference ALRFPD bylaws section 1120 – Conflict of Interest.)**
 - h. **Motion by Director Taeger to place a display ad in the next issue of The Mendocino Beacon thanking participants of the annual barbeque fundraiser (Draft ad copy in packet).**
 - i. **Motion by Director Wolfe to revise FY 2016-2017 Tax Revenue and Appropriations Budget with an increase in Budget Category [864370 – Equipment] by the amount of \$47,824.78 (ALRFPD equity contribution to HCC apparatus lease purchase financing agreement plus \$5,000.00 documentation fee). (See packet.)**
6. **Unfinished Business for discussion and possible action:**
 - a. **Disposal of Engine 8181 – Issel/Williams**
 - b. **Printer/copier leasing – Taeger**
 - c. **Federal Surplus Property Reutilization Program renewal – Chief Williams**
 - d. **Annual CAL FIRE assistance by hire agreement renewal – Chief Williams**
 - e. **Possible action to move all ALFPD Bookkeeping software and records to a VPN-based model such as an Amazon Web Services (AWS), and granting contract bookkeeper full administrative rights, and each Board member Read-Only rights - Roat**
 - f. **Possible action to change meeting location to the Woods - Skyhawk**
7. **New Items for discussion and possible action:**
 - a. **Special Meeting: Long Term Budget Expenditures**

- b. **Special Meeting: Financial Procedures & Logistics Workshop**
 - c. **Special Meeting: ALRFPD Bylaw Update completion**
 - d. **Central Fire Station via Lease Purchase Financing or Installment Sale Agreement [Reference in packet]**
8. **Committee reports:**
- a. **Compressed air foam system – Issel**
 - b. **Station 811 building modifications & Apparatus replacement – Issel** (President Issel has requested that these committees be combined as the projects are tightly coupled.)
 - c. **Mendocino Association of Fire Districts – Taeger**
 - d. **Parcel tax appeals – Roat, Wolfe**
 - e. **Station 813 easement – Roat**
 - f. **Strategic planning – Issel, Skyhawk**
9. **Directors Discussion:**
- a. **Non agenda items of board concern.**
10. **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 at 707-937-4022, email: board@albionfire.com or write to the board at PO Box 634, Albion, CA 95410-0634 as soon as possible before the meeting date.

Fire Chief's Report, 1 August, 2016, by Ted Williams

• Applications Received

- Robert Marcello (returning)

• Incident Log

2016007035 07/01/2016 2119

MEDICAL DELTA; 3791 N. HIGHWAY 1 (ARI), ALBION
Debbi Wolfe
Steve Wolfe
Marshall Brown (8130)
Sam Levine
Kevin Spring (canceled)
On Scene: 2133
Available 2135

2016007123 07/03/2016 1252

FIRE, WILDLAND; 27300 ALBION RIDGE ROAD, ALBION
CALFIRE ON SCENE
Ted Williams
John Oakley (8190)
Andrea Pennebaker (8162)
Michael Rees (8180)
Steve Crowningshield
Harolde Searles
Citlali Calvillo
On Scene: 1311
Available: 1753

2016007317 07/07/2016 2237

MEDICAL CHARLIE; 6024 LITTLE RIVER AIRPORT RD/JACOBS
RANCH RD, LR
Marshall Brown (8130)
Citlali Calvillo (8130)
Leslee Hrbacek (8130)
Sam Levine
On Scene: 2255
Available: 2337

2016007331 07/08/2016 1111

RESIDENTIAL FIRE; 2961 SPRING GROVE RD, ALBION
John Oakley (8162)
Marshall Brown (8162)
Jaime Placido (8180)
Michael Rees (8163)
Citlali Calvillo (8130)
Steve Crowningshield (8132)
Sam Levine
Steve Wolfe
Debbi Wolfe
Andrea Pennebaker
Craig Hathaway (cancelled)
Harolde Searles (cancelled)
On Scene: 1125

Available: 1129

2016 (NO PAGE) 07/08/2016 2108

MEDICAL, BRAVO: 6600 HWY 1, LITTLE RIVER

Sam Levine, IC

Citlali Calvillo Med Gp

On Scene 2108

Available 2130

201607422 7/10/16 0731

MEDICAL, CHARLIE; HERITAGE HOUSE INN @ 5200 N HWY 1, LR

Ted Williams(IC, Med Gp)

Sam Levine

On Scene: 0751

Available: 0841

2016007509 07/12/2016 1114

MEDICAL BRAVO; NAVARRO RIDGE RD, MP 8.5, ALBION

Michael Rees (IC, med)

Ted Williams (8130)

John Oakley (8162)

Citlali Calvillo (8130)

Marshall Brown

Debbi Wolfe

Steve Wolfe

Sam Levine (canc)

On Scene: 1133

Available: 1249

2016007627 07/14/2016 2150

43300 LITTLE RIVER AIRPORT RD, SP.18; LITTLE RIVER

Sam Levine

Marshall Brown (8130)

Citlali Calvillo

Jaime Placido

Kevin Spring

On Scene: 2203

Available: 2233

2016007677 07/15/2016 2226

MEDICAL/TRAFFIC COLLISION; 9801 HWY 128; PHILO (OUT OF DISTRICT)

Ted Williams

John Oakley

On Scene: 2226

Available: 0001

2016007703 07/16/2016 1252

MEDICAL/ TRAFFIC COLLISION; HWY 1, MP 42.64/NONELLA LANE, ALBION

LOCATION REPORTED INCORRECTLY; NORTH OF HERITAGE HOUSE

Ted Williams (8162)

John Oakley (8162)

Citlali Calvillo (8130)

Steve Wolfe
Ben Jackson
Debbi Wolfe (8132)
John Crowningshield (8132)
Jaime Placido
Sam Levine
Harolde Searles
Leslee Hrbacek
On Scene: 1306
Available: 1327

2016007765 07/17/2016 2354

PUBLIC ASSISTANCE; 43300 LITTLE RIVER AIRPORT RD, SP.104, LR
Ted Williams
Marshall Brown
Kevin Spring
Sam Levine
On Scene: 0006
Available: 0015

2016007819 07/19/2016 1238

WILDLAND FIRE; 3000 ALBION RIDGE B ROAD, ALBION
Ted Williams (8162)
John Oakley (8190)
Marshall Brown (staged from Mendo)
Harolde Searles
Steve Wolfe
Debbi Wolfe
Craig Hathaway
Serena Randolph
Sam Levine (canc)
On Scene: 1249
Available: 1340

2016007869 07/20/2016 2110

MEDICAL ALPHA; 7044 N HWY 1, #5, LR
Ted Williams (8130)
Jaime Placido
Kevin Spring
Serena Randolph
On Scene: 2136
Available: 2147

2016007993 07/24/2016 0603

PUBLIC ASSISTANCE; 6000 N. HWY 1, LR
John Crowningshield
Andrea Pennebaker
Sam Levine
On Scene: 0620
Available: 0628

2016008002 07/24/2016 1347

MEDICAL ALPHA; 31680 ALBION RIDGE RD, ALBION
ADDRESS WAS KING SALMON LANE

Andrea Pennebaker
Citlali Calvillo
Steve Wolfe
Debbi Wolfe
John Crowningshield (8132) (canc)
Sam Levine (canc)
On Scene: 1407
Available: 1424

2016008064 07/26/2016 0950

MEDICAL BRAVO; 43296 LITTLE RIVER AIRPORT RD/121 FOREST
DRIVE, LR

Ted Williams
John Oakley
Citlali Calvillo
On Scene: 1010
Available: 1023

2016008134 07/27/2016 2046

FIRE, RESIDENTIAL; 3000 ALBION RIDGE B RD, ALBION

John Oakley (IC, 8162)
Citlali Calvillo (8162)
Craig Hathaway (8190)
Jaime Placido
Steve Wolfe
Debbi Wolfe
Sam Levine
Max Hanna
Michael Issel
Steve Crowningshield (8132) (cancelled)
John Crowningshield (8180) (cancelled)
Kevin Spring (8180) (cancelled)
On Scene: 2108
Available: 2156

2016008227 07/29/2016 2155

FIRE, VEHICLE/PASSENGER; 100 N. HWY 1/100 HWY 128, VEHICLE
OVER EMBANKMENT, VEG FIRE--UTL

Ted Williams (8162)
Citlali Calvillo (8162)
John Crowningshield (8180)
Sam Levine (8180)
Jaime Placido (8180)
Steve Crowningshield (8132)
Serena Randolph (8132)
Harolde Searles canc.
Michael Issel canc.
On Scene: 2217
Available 2235

• **Training**

- **07/07/2016 –BBQ Prep/Hose Rolling – Station 812 ALRFPD (2 Hours)**

- Citlali Cavillo, Debbi Wolfe, Jamie Placido, Kevin Spring, Leslie Hrbacek, Marshall Brown, Max Hanna, Michael Issel, Michael Rees, Sam Levine, Steve Crowningshield, Steve Wolfe, Tony Oakley.
- **07/14/2016– Water Rescue – John Oakley – Station 810 ALRFPD (2 Hours)**
 - *Objectives (Firefighters will be able to...)*
 1. Safely attach a vehicle to the ski and boat trailers
 2. Understand the fundamentals of department water protocols
 3. Know how to properly setup the skis prior to leaving the station
 4. Following water team members demonstrated how to operate the skis safely (Arrow, Ben, Jamie, Steve)
 - Arrow Pierce, Ben Jackson, Citlali Cavillo, Debbi Wolfe, Jamie Placido, John Oakley, Leslie Hrbacek, Marshall Brown, Steve Crowningshield, Steve Wolfe
- **07/21/2016– 811 Truck Inventory– Michael Rees – Station 811 ALRFPD (2 Hours)**
 - Check station and apparatus stock in Station 811
 - Citlali Cavillo, Craig Hathaway, Debbi Wolfe, Jamie Placido, John Crowningshield, Max Hanna, Serena Randolph, Steve Crowningshield, Steve Wolfe, Ted Williams
- **07/28/2016– Wildland – Station 811 ALRFPD (2 Hours)**
 - *Objectives (Firefighters will be able to...)*
 - Have a general awareness of safety while fighting a wildland fire
 - Know what proper PPE to wear during a wildland fire
 - Know how to properly place apparatus during the scene of a wildland fire
 - Understand the medical effects of burns and how to treat them during a wildland fire
 - Citlali Cavillo, Debbi Wolfe, Jamie Placido, John Oakley, Max Hanna, Michael Issel, Rob Marcello, Serena Randolph, Steve Crowningshield, Steve Wolfe, Ted Williams
- **07/30/2016– CalStar Trauma Training – Station 840 MVFD (8 Hours)**
 - *Objectives:*
 - CALSTAR Flight Nurses on assortment of topics:
 1. Current Burn Treatment
 2. Diabetic Emergencies
 3. Respiratory Trauma associated with inhalation hazards, such as toxins and drowning
 4. Penetrating Trauma
 - Max Hanna, Sam Levine, Serena Randolph, Steve Crowningshield
- **Fundraising**
 - NorCal Kayak Anglers chose ALRFPD as the beneficiary for their annual event. Serena Randolph, Jaime Placido, Steve Crowningshield and Ted Williams attended the event. Debbi received word that a donation of approximately \$3500 is pending.
 - SCBAs were delivered to replace our all of our existing units, which are part of a recall.
 - A pallet a PhosChek 881 foam was received and has been distributed to appropriate apparatus.

- **Maintenance**

- **Tender 8190**

- Driver seat position fixed by John Oakley.

- **Peter / Rita** water tank filled with “firefighting quality water”. They purchased the tank after a wildland fire on their property. It is unplumbed and intended for firefighting use only. Department will keep it filled and use it as a source for nearby fires.

- Station 811 downstairs was cleaned and organized, with disposal of deprecated equipment.



Albion Little River Fire Protection District

REGULAR MEETING MINUTES

Wednesday, July 13, 2016, 6:30 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum:** Meeting called to order at 6:33 pm by President Chris Skyhawk. Directors Issel, Taeger, Wolfe and Roat present as well as Asst. Chief Marshall Brown, District Counsel Terry Gross and two members of the public. Chief Ted Williams absent.
2. **Motion by Secretary Alan Taeger to adopt agenda:** Secretary Taeger modified the motion to adopt agenda as amended (item 4.). Motion passed by unanimous vote of the board.
3. **Public communication to the board:** None.
4. **Closed Session:** Adjourned to closed session at 6:34 pm. - Conference with Legal Counsel - Anticipated Litigation. Significant exposure to Litigation – One Case. Gov. Code Section 54956.9(d)(2) (amended to include and pending litigation – Calvert v. ALRFPD. Open session reconvened at 7:17 pm.
5. **Report of action taken in closed session:** No action taken.
6. **Chiefs report:** Chief Williams absent due to illness. See report in packet and chief's email attached to minutes.
7. **Consent calendar:** Director Taeger requested exclusion of item 7.c. - Acceptance of the May, 2016 financial report due to late arrival of report. Balance of consent calendar approved by unanimous vote of the board.
 - a. **Approval of the June 8, 2016 regular meeting minutes.**
 - b. **Acceptance of the monthly correspondence report.**
 - c. **Acceptance of the May, 2016 financial report.** Report to be considered for approval at the next regular meeting.
8. **Unfinished Business for discussion and possible action:**
 - a. **Disposal of Engine 8181 – Issel/Williams:** See chief's recommendation in attached email. Motion by Director Taeger to approve donation of surplus engine 8181 to Westport Volunteer Fire Department pending WVFD acceptance of the donation (Director Issel to facilitate). Motion passed by unanimous vote of the board of directors.
 - b. **Grandfathering of Station 810 public access – Roat:** Director Roat reported that he had a second conversation with county planner Robert LaPorte regarding existing historic public use of Station 810. Director Roat reported that Planner LaPorte agreed that such existing use constitutes legal non-conformance. Director Roat made a motion to rescind motion "that the board abandon pursuit of using Station 810 for public use" passed in item 5.f. of the July 13, 2016 regular meeting based on response by County Planner LaPorte that public use is permitted based on existing non-conforming use. Director Issel stated that it was his understanding that, per Robert's Rules of Order, only those board members present at the meeting where the motion to be rescinded was passed are eligible to forward a subsequent motion to rescind the previous motion. Accordingly, the motion to rescind was passed by a vote of the three board members (Issel, Wolfe, and Roat) present at the passage of the original motion.
 - c. **Printer/copier leasing:** Bookkeeper Sara Spring reported that Beckman Printing in Fort Bragg has a surplus leased Xerox commercial color office printer that they don't need. Bookkeeper Spring said that Beckman's would be willing to turn over the lease to ALRFPD; lease is approximately \$150/month plus an unknown amount per page, ink/toner/service included. Spring was asked to calculate and report back current costs for printer ink reimbursement for Secretary Taeger's district use of his personal computer. Director Taeger said that he would be investigating potential costs for office equipment,

including printers as part of his duties as committee chair to establish an office at Station 810 per motion passed in item 7.c. of the May 11, 2016 regular meeting. No further action taken.

- d. **Friends of Albion Fire status – Issel:** Director Issel stated that there is no change in status of Friends of Albion Fire. The group is still on hiatus. Director Wolfe stated that she spoke with Esther Koch, member of Friends of Albion Fire, who felt that the district needed to complete the strategic planning process before Friends of Albion Fire would reconvene.

9. New Items for discussion and possible action:

- a. **Federal Surplus Property Reutilization Program renewal – Chief Williams:** Item tabled due to Chief Williams' absence.
- b. **Annual CAL FIRE assistance by hire agreement renewal – Chief Williams:** See Chief Williams' comments in attached email. Director Taeger made a motion to support Chief Williams' efforts to re-negotiate CalFire's proposed assistance by hire agreement. Motion passed by unanimous vote of the board.
- c. **Possible action to appoint a Project Manager to move all ALFPD Bookkeeping software and records to a VPN-based model such as an Amazon Web Services (AWS), and granting contract bookkeeper full administrative rights, and each Board member Read-Only rights:** After board discussion Director Roat volunteered and was appointed to research "cloud" data storage options.
- d. **Possible action to change meeting location to the Woods:** President Skyhawk reported that he has been in the process of negotiating with persons at The Woods to allow the district to hold regular board meetings at their clubhouse. Skyhawk proposed to schedule meetings at that location for second Thursdays of the month. Directors Issel and Taeger expressed issues with availability on those days. Discussion ensued with consensus prevailing that Mondays would be the preferred regular meeting day. Skyhawk said he would continue negotiations and see if Mondays would be available for that purpose.
- e. **Skyhawk resignation of board presidency:** President Skyhawk presented a letter of resignation of the district presidency (attached to board packet). After discussion Director Issel agreed to accept an exchange of district offices with Director Skyhawk, with Skyhawk accepting the office of vice president and Director Issel accepting the office of president for the remainder of the annual term of office. Directors Taeger, Wolfe and Roat accepted the exchange by consensus.

10. Committee reports:

- a. **Compressed air foam system – Issel:** Director Issel reported that foam system calibration is awaiting delivery of a supply of foam. Training for use of the system will be coordinated with the calibration process when the foam arrives.
- b. **Station 811 building modifications – Issel:** Director Issel reported that building modifications will move forward upon completion of financing package approval.
- c. **Apparatus replacement – Issel:** Director Issel reported that apparatus replacement progress also depends on financing package approval. Financing research continues. Issel reported that he is still seeking a package with a 20 year term to finance a loan of approximately \$717,000, which would include annual payments of no more than \$50,000. Republic Finance has declined to offer 20 year terms. Issel is expecting an offer from Holman Capital soon. He will call a special meeting to discuss offers and decide on a loan package as soon as Holman Capital responds.
- d. **Mendocino Association of Fire Districts – Taeger:** Director Taeger reported that there is little progress being made with the county board of supervisors other than the nebulous promise to distribute Prop 172 funds to the county fire districts. There is still no transparency in the process and the amounts to be distributed appear to be small. MCAFD will continue to press for the issues defined but the resistance by the county is great. At Chief Williams request Director Taeger said he would present the issue of inequities in CalFire's proposed assistance by hire agreement and their implementation of the agreement to the group for discussion and possible involvement.
- e. **Parcel tax appeals – Roat, Wolfe:** Director Roat reported that there is no new activity regarding parcel tax appeals. Director Wolfe reported that she had investigated the complaint that a refund due had not been paid and discovered that the complainant had not followed through on the requirements for the refund. Wolfe reported that the requirements were subsequently met and the refund distributed.

- f. **Station 813 easement – Roat:** Director Roat reported that there is no progress yet on the easement process. Roat reported that one property owner is waiting to complete refinancing before continuing with the easement process negotiations.
- g. **Strategic planning – Issel, Skyhawk:** (See packet.) Director Skyhawk reported that a steering committee has been formed and its first meeting has been held. Skyhawk said that he is excited about the process and looks forward to the next steering committee meeting. Director Issel reported that the previously distributed chart titled “The Five Dysfunctions of a Team” would probably form the basis of the upcoming workshops.

11. Directors Discussion:

- a. **Bylaws revisions:** Director Skyhawk expressed the desire to schedule (a) meeting(s) to complete the bylaws revisions. Meeting(s) to be planned for some time in August.
- b. **Firefighter status protocols:** Director Wolfe asked whether there were protocols for determining firefighter eligibility for benefits such as air ambulance memberships and, if there were, whether they were adequate. Director Taeger said he believed that there were protocols spelled out in the Fire Department Operations manual. Taeger suggested that the existing protocols be reviewed for possible future modification in consultation with Chief Williams.
- c. **Non agenda items of board concern:** None presented.

12. Adjournment: Meeting adjourned at 9:37 pm.

ATTACHMENT:

Email to Board from Chief Ted Williams sent Wed 7/13/2016 11:47 AM:

I’ll be absent this evening. I’m not feeling so well. My comments:

Strategic Plan:

I participated in the first meeting. The first important milestone will be the workshop. We desperately need a strategic plan.

Measure M litigation:

Yesterday, we responded to a trauma incident approximately 8.5 miles out MRC, 2 miles down a dirt logging road. We located an appropriate landing zone for the helicopter and guided it. We had an engine ready with charged line to wet the grass. We performed patient care and packaging. The two wheel drive ambulance was able to drive to scene, but in the winter this likely would not have been the case.

Financial reporting at board meetings:

I’ve nudged for the financial officer to report the finances in place of what has become a back and forth with the bookkeeper. We need a financial workshop to educate the board on financial procedures and for fine tuning or reporting requirements. The regular meeting is not the place to have this discussion. We need to break the current pattern, because it’s creating conflict. The six of us need to work closely together.

Vehicle committee:

I met with the vehicle committee. I’m 100% behind the committee’s plan. The public passed Measure M largely because of our cry for an apparatus refresh. We need to follow through and we need to not replace junk with different junk. There is an expectation that we will acquire modern, appropriate and reliable vehicles. A number of us have searched for used vehicles. Used vehicles represent another department’s compromises and due to the increased financing charges, this approach will not save the district money. Buying a construction water truck, or in other words the wrong tool, likely won’t save us any money in the long term as we attempt to retrofit compartments and deal with rusting plumbing. We should buy fire apparatus designed for fighting fires.

811 metal shed committee:

I'm also 100% in support of this plan. We need more bays. None of our vehicles should be outside. By adding more bays, we'll have the ability to use part of the existing 811 down stairs for meetings and training sessions. We cannot wait for a new station, a project which is likely a decade out best case. Please help the committee move forward on this project.

810/811 rearrangement:

I'll be coordinating with Alan to rearrange 811 and 810 for better access to records. Neither are configured ideal for the department or district. No action necessary - just a heads up.

SCBAs:

We are expecting the new units (to replace our recalled units) later this month.

CAL FIRE assistance by hire agreement:

We have run the request for consideration of a shorter "free" period up the CAL FIRE chain. The message back is "no". I have not signed the agreement. We are likely operating under the master mutual aid with a 12 hour free period and unknown reimbursement rate. I believe the contract to be inequitable, essentially a mechanism to shift resources paid by local taxes to state incidents. My recommendation is we continue to work well on scene side by side with CAL FIRE, but hold off on entering into the agreement. The vehicle rates are low considering fuel (pumping uses a lot of diesel) and maintenance. I'll keep the conversation open and report back next month with any progress. I'm in regular contact with Ed O'Brien (Mendocino Fire), who has also not signed.

BBQ:

The BBQ was a success in my eyes. It's about outreach with fundraising a secondary benefit. The district should properly thank all volunteers. Please brainstorm ideas. It should be timely.

8181 donation:

Westport is meeting tonight during our regular meeting to discuss 8181. Please authorize me to donate it to Westport Fire should they follow through with acceptance. Westport's budget funded by donations. It's very small. They even lack a fire district. They have more hydrants than Mendocino and could therefore benefit from the large pump. There is greater value to the Mendocino Coast (and even our residents who will pass through Westport from time to time) in donating the truck for use than the pennies we'll obtain as scrap or sale south of the border.

Albion Mutual Water Company:

I met on site with the water company representatives to discuss upgrades. They are receptive to a village training, where we can flow maximum water. Date to be determined.

Committees ?:

I'd like a list of all open committees with committee makeup, charter and authority.



SPECIAL MEETING MINUTES

Monday, July 25, 2016, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

The meeting was called as a special meeting of the Board of Directors of the Albion Little River Fire Protection District for the purpose of consideration of approval of ALRFPD FY 2016-2017 budget alignment and approval of financing proposal for purchase of new fire-fighting apparatus. No other business was considered at this special meeting.

1. Call to order and determination of a quorum:

- a. Called to order by President Michael Issel at 7:05 pm. Directors Alan Taeger, Debbi Wolfe, Scott Roat present. Director Chris Skyhawk absent. Also present: Chief Ted Williams, Bookkeeper Sara Spring, and two members of the public.
- b. Motion made by Director Debbi Wolfe to approve agenda. Motion approved by unanimous vote of directors present.

2. Public communication to the board: None.

3. Items for consideration and possible action:

- a. **Motion to accept 2016-2017 Budget alignment to meet equipment acquisition financing objectives:** Motion made by Director Wolfe to accept FY 2016-2017 budget revision to meet equipment financing objectives. Motion approved by unanimous vote of directors present.
- b. **Motion to accept HCC Equipment Acquisition Project Financing Proposal:** Motion made by Director Taeger to accept Holman Capital financing proposal. Motion approved by unanimous vote of the directors present.
- c. **Motion to authorize counsel to review HCC transaction documentation and provide written opinion:** Motion made by Director Taeger to modify the written motion in the agenda to change the word "authorize" to "request". Motion approved by unanimous vote of the directors present. Revised motion made by Director Taeger to request counsel to review HCC transaction documentation and provide written opinion. Motion approved by unanimous vote of directors present.
- d. **Motion to provide HCC with a Board resolution authorizing HCC/ALRFPD Agreement and designate individual(s) authorized to execute all necessary documents employed therein:** Motion made by Director Taeger to approve board resolution #20160725 authorizing HCC/ALRFPD agreement and designate Board President Michael Issel as authorized representative to execute all necessary documents employed therein. Motion approved by majority vote of the board of directors. (Directors Taeger, Wolfe and Roat voted aye; Director Issel abstained.)

4. Adjournment: Meeting adjourned by President Issel at 7:31 pm.



REGULAR MEETING AUGUST 10, 2016 CORRESPONDENCE REPORT

- July 14, 2016 -Received letter by USPS from PG&E with proposed rate change notice.
-Received letter by USPS from Mendocino Volunteer Fire Department with thank you card for ALRFPD participation in the 4th of July parade.
- July 22, 2016 -Received letter by USPS from Mendocino County Assessor with a Special Notice requesting a biennial report identifying changes to conflict of interest reporting requirements. Response due by October 3, 2016.
- July 25, 2016 -Received letter dated July 1, 2016 hand delivered by Director Wolf at the July 25, 2016 special meeting from Albion Mutual Water Company, Inc. with a report of their annual membership meeting and policy statement.
- July 27, 2016 -Received email from Shari Schapmire, Mendocino County Treasurer/Tax Collector with current county investment reports.
- July 30, 2016 -Received by email attachment from Bookkeeper Sara Spring copy of undated letter from State of California EDD announcing availability of "State Information Data Exchange System (SIDES)". ("...a more convenient way for employers and TPAs to electronically receive and respond to the EDDs *Notice of Unemployment Insurance Claim Filed [DE 1101CZ]*".)
- July 31, 2016 -Received by email attachment from Bookkeeper Sara Spring copy of audit proposal from Pehling and Pehling, CPAs for FY 2014-2015 and FY 2015-2016 dated June 9, 2016 and signed/approved by President Issel on July 25, 2016.
- August 3, 2016 -District secretary Taeger sent a letter by USPS to Albion Mutual Water Company, Inc. with current district contact information.
-Received letter by USPS from California Special Districts Association with CSDA committee recruitment letter.



**Pacific Gas and
Electric Company®**

July 12, 2016

ALBION LITTLE RIVER FIRE DISTRICT
PO BOX 634
ALBION CA 95410-0634

**PG&E has important gas
safety and electrical rate
change information for you.
Please review the enclosed
document.**

Dear ALBION LITTLE RIVER FIRE DISTRICT,

To help you stay informed and better understand potential changes to rates, we regularly include bill inserts with your monthly energy statement when we file proposals with the California Public Utilities Commission. This information describes what we are proposing, how it supports our goal to provide safe, reliable, affordable and clean energy service, and how it may affect your energy charges.

Please find enclosed a bill insert that was not included in your most recent energy statement by error.

We hope you'll review this important information and also encourage you to visit pge.com where you can take advantage of new online features to manage your account quickly and easily such as:

- Review available rate option plans
- View and pay your bill
- Report outages and receive status updates

We are working hard every day to deliver you safe, reliable, affordable and clean energy service. We value you as a customer and thank you for your understanding.

Sincerely,

Lisa Magnuson
Director, Customer Care Communications
Pacific Gas and Electric Company

Stay informed

If you would like to follow this proceeding, or any other issue before the CPUC, you may use the CPUC's free subscription service. Sign up at: <http://subscribecpuc.cpuc.ca.gov/>. If you would like to learn how you can participate in the proceeding, have informal comments about the application, or if you have questions about the CPUC processes, you may access the CPUC's Public Advisor Office (PAO) webpage at <http://consumers.cpuc.ca.gov/pao/>.

You may also contact the PAO as follows:

Email: public.advisor@cpuc.ca.gov

Mail: CPUC
Public Advisor's Office
505 Van Ness Avenue, Room 2103
San Francisco, CA 94102

Call: 1-866-849-8390 (toll-free) or 1-415-703-2074

TTY: 1-866-836-7825 (toll-free) or 1-415-703-5282

If you are writing or emailing the PAO, please include the proceeding number (2017 ERRR Forecast, A.16-06-003). All comments will be circulated to the Commissioners, the assigned Judge and appropriate CPUC staff, and will become public record.

NOTICE OF PACIFIC GAS AND ELECTRIC COMPANY'S REQUEST TO CHANGE RATES FOR ELECTRICITY PRODUCTION IN 2017 AND RETURN REVENUES FROM THE SALE OF GREENHOUSE GAS ALLOWANCES (A.16-06-003)

Summary

On June 1, 2016, Pacific Gas and Electric (PG&E) Company filed an application with the California Public Utilities Commission (CPUC) requesting approval for the forecasted funding required in 2017 to obtain electricity on behalf of its customers. In addition, PG&E also requests approval of forecasted revenues from the sale of emissions allowances associated with California's Greenhouse Gas (GHG) reduction program. This application is referred to as the 2017 Energy Resource Recovery Account (ERRA) and Generation Non-bypassable Charges Forecast and Greenhouse Gas Forecast Revenue and Reconciliation (Application 16-06-003). If approved, this application will change electrical rates and customers' electric bills effective January 2017. PG&E's application primarily includes requests for approval of:

1. The forecasted recovery of \$4.30 billion in electricity costs. These costs are associated with the fuel needed to produce electricity as well as the costs of buying electricity from third parties, such as renewable energy producers.
2. The forecasted spending of \$1.3 million for administrative and outreach expenses associated with California's GHG reduction program.
3. The return of \$312 million to eligible customers from the sale of GHG emissions allowances.

The use of all funds collected and the exact amounts may change and are subject to CPUC regulatory approval. PG&E will provide the CPUC with updated figures closer to when rates go into effect to ensure that the most current and accurate information available is used.

About the filing

The CPUC regulates and oversees all requests for any rate changes. PG&E would not profit from any of the requests in this application. The cost of energy is passed directly to PG&E's customers without any markup. If the CPUC approves the application, PG&E will begin to recover its costs in electric rates, effective January 1, 2017. At the end of 2017, to ensure all funds are used on the customers' behalf, PG&E will compare the actual costs to produce and purchase energy against revenues collected from customers and will incorporate any differences in next year's application.

PG&E will return GHG allowance revenue to residential, small business and some industrial customers through rates and the California Climate Credit, based on methods determined by the state legislature and the CPUC. The revenue is intended to reduce the impact of the cost of the GHG reduction program on customers' electric rates.

continued on inside

How will PG&E's application affect me?

PG&E's request would result in a rate decrease for most customers. Altogether, PG&E proposes to reduce revenues collected from bundled service customers, who receive electric generation and distribution service from PG&E, by \$439 million. The distribution of these rate changes to each customer class ultimately depends on the CPUC's final decisions.

For the purpose of illustrating this application's proposed rate changes, PG&E has used the electric rate designs in effect as of March 24, 2016 for present rates, and using 2017 forecasted sales for both present and January 1, 2017 proposed rates. The chart below illustrates the proposed changes in rates.

PROPOSED ELECTRIC RATE CHANGES

Customer Class	Present Average Bundled Rates (¢/kWh) Effective March 24, 2016	Proposed Class Average (¢/kWh)	Total Class Average Rate Change (¢/kWh)	Overall Percentage Change
Bundled Service				
Residential	19.755	19.120	(0.635)	-3.2%
Small Commercial	22.946	22.245	(0.701)	-3.1%
Medium Commercial	19.940	19.211	(0.729)	-3.7%
Large Commercial	17.322	16.649	(0.673)	-3.9%
Streetlights	16.324	15.743	(0.581)	-3.6%
Standby	15.323	14.850	(0.474)	-3.1%
Agriculture	17.450	16.854	(0.596)	-3.4%
Industrial	13.675	13.065	(0.610)	-4.5%
Total System Rate Change	18.632	17.982	(0.650)	-3.5%

PG&E estimates that a typical residential customer using 500 kWh per month would see an average bill decrease of \$3.26 (or 3.3%) from \$99.24 to \$95.98. Individual customers' bill will differ. Eligible residential customers will receive a California Climate Credit twice a year, in April and October, on their electricity bills of approximately \$27.87.

How will PG&E's application affect non-bundled customers?

Direct Access (DA) and Community Choice Aggregation (CCA) customers only receive electric transmission and distribution service from PG&E. Since PG&E does not obtain energy for these customers, PG&E's application addresses the cost responsibility of DA customers and CCA customers that purchase electricity from another provider but transport it through PG&E's electrical system. Eligible DA and CCA customers will receive GHG revenues. The net impact of PG&E's application on DA and CCA customers is \$30 million, or an average increase of 2.5 percent.

Another category of non-bundled customers is Departing Load (DL) customers. These customers do not receive electric generation, transmission or distribution services from PG&E for their departing load. However, like DA and CCA customers, they are required by law or Commission decision to pay certain non-bypassable charges, including the Power Charge Indifference Adjustment (PCIA), Ongoing Competition Transition Charge (CTC), and Cost Allocation Mechanism (CAM). The net impact on DL customers is a decrease of \$1.3 million, or an average decrease of 4.1 percent.

How do I find out more about PG&E's proposals?

If you have questions about PG&E's filing, please contact PG&E at 1-800-743-5000. For TDD/TTY (speech-hearing impaired), call 1-800-652-4712. If you would like a copy of PG&E's filing and exhibits, please write to PG&E at the address below:

Pacific Gas and Electric Company
2017 ERRR Forecast (A.16-06-003)
P.O. Box 7442
San Francisco, CA 94120

A copy of PG&E's filing and exhibits are also available for review at the CPUC's Central Files Office by appointment only. For more information contact aljcentralfilesid@cpuc.ca.gov or 1-415-703-2045. PG&E's application (without exhibits) is available on the CPUC's website at www.cpuc.ca.gov/.

CPUC process

This application will be assigned to an Administrative Law Judge (Judge) who will determine how to receive evidence and other related documents necessary for the CPUC to establish a record upon which to base its decision. Evidentiary hearings may be held where parties will present their testimony and may be subject to cross-examination by other parties. These evidentiary hearings are open to the public, but only those who are formal parties in the case can participate.

After considering all proposals and evidence presented during the hearings, the assigned Judge will issue a proposed decision that may adopt PG&E's proposal, modify it or deny it. Any of the five CPUC Commissioners may sponsor an alternate decision. The proposed decision, and any alternate decisions, will be discussed and voted upon at a scheduled CPUC Voting Meeting.

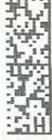
The Office of Ratepayer Advocates (ORA) may review this application. ORA is the independent consumer advocate within the CPUC with a legislative mandate to represent investor-owned utility customers to obtain the lowest possible rate for service consistent with reliable and safe service levels. The ORA has a multi-disciplinary staff with expertise in economics, finance, accounting and engineering. For more information about ORA, please call 1-415-703-1584, email ora@cpuc.ca.gov or visit ORA's website at www.ora.ca.gov.

continued on back



Pacific Gas and Electric Company
Post Office Box 997310
Sacramento, CA 95899-7310

PITNEY BOWES
US POSTAGE
\$00.39
JUL 12 2016
ZIP 95605
001556
21 3002174



PRESORTED
FIRST CLASS

Rec'd 7/4/16



175 FROM 1A8 95410

175

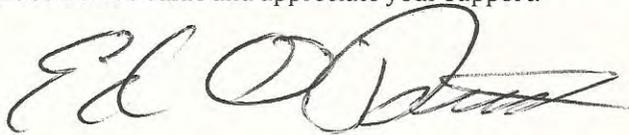
Mendocino Volunteer FD
Suzi Marquess Long
Copyright 2012
www.suzilong.com
suzilongonart@yahoo.com

July 11, 2016

To Albion Little River Fire Dept.,

Thank you for your time and teamwork staying on call and bringing personnel and apparatus to town for response in our District during this year's 4th of July Parade in Mendocino. We value and appreciate your support!

Sincerely,

A handwritten signature in black ink, appearing to read "Ed O'Brien", written in a cursive style.

Chief Ed O'Brien
Mendocino Volunteer Fire Department

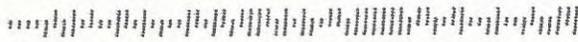
SAN FRANCISCO CA 941
Mendocino Volunteer Fire
Department
PO Box 934
Mendocino, CA 95460



rec'd 14 Jul 16

Albion Little River
Fire Department
PO BOX 634
Albion, CA 95410

40634



SUSAN M. RANOCHAK

ASSESSOR-COUNTY CLERK-
RECORDER

REGISTRAR OF VOTERS

COMMISSIONER OF
CIVIL MARRIAGES

ASSESSOR FAX: (707) 463-6597

CLERK-RECORDER FAX: (707) 463-4257



COUNTY OF MENDOCINO
OFFICE OF
ASSESSOR-COUNTY CLERK-RECORDER
501 LOW GAP ROAD, RM. 1020
UKIAH, CALIFORNIA 95482
E-MAIL: acr@co.mendocino.ca.us

ASSESSOR
(707) 234-6600

CLERK-RECORDER
County Clerk: (707) 234-6822

KATRINA BARTOLOMIE
ASSISTANT REGISTRAR OF
VOTERS
(707) 234-6819

July 19, 2016

SPECIAL NOTICE

Government Code Section 37306.5 requires local agencies to submit to their code reviewing body a biennial report identifying changes in its code, or a statement that their code is not in need of amendment. Such reports shall be submitted no later than October 1 of each even-numbered year. This report is due not later than October 3, 2016. You may use the form included or you may prepare your own report. When completed, all reports must be mailed to:

County Clerk's Office
Attn: Conflict of Interest
501 Low Gap Rd., Rm. 1020
Ukiah, CA 95482

Should you have any questions or if I can be of any assistance, please feel free to contact me at 707-234-6808.

Sincerely,

Susan M. Ranochak
Assessor-County Clerk-Recorder

By: Gina Bartolomie
Administrative Assistant

2016 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPPC is the code reviewing body for any agency with jurisdiction in more than one county and will contact them.

July 1, 2016: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

October 3, 2016: The biennial notice must be filed with the agency's code reviewing body.

We prepared a 2016 Local Agency Biennial Notice form for local agencies to use. **The Local Agency Biennial Notice is not forwarded to the FPPC.**

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

If you answer yes, to any of the questions below, your agency's code probably needs to be amended.

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions, or you are still not sure if you should amend your agency's conflict of interest code, please contact the FPPC.

Attend a Workshop or Webinar

Schedules and information about seminars and webinars are available at www.fppc.ca.gov.

2016 Multi-County Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Counties Served: _____

No. of Employees: _____ No. of Form 700 Filers: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

Please identify which statement accurately describes your agency's status.

- This agency has reviewed its conflict of interest code. The current code designates all positions which make or participate in making governmental decisions. The designated positions are assigned accurate disclosure categories that relate to the job duties of the respective positions. The code incorporates FPPC regulation 18730 so that all relevant Government Code Sections are referenced.
- This agency has reviewed its conflict of interest code and has determined that an amendment is necessary. An amendment may include the following:
 - New positions which involve the making or participating in the making of decisions which may foreseeably have a material impact on a financial interest.
 - Current designated positions need renaming or deletion.
 - Statutorily required provisions of the code need to be addressed.
 - Disclosure categories need revision.

Verification (to be completed if no amendment is required)

This multi-county agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All multi-county agencies must complete and return this notice, including those agencies whose codes are currently under review. Please return this notice no later than **October 3, 2016** to the FPPC at biennialnotice@fppc.ca.gov or 428 J Street, Suite 620, Sacramento, California, 95814.

1120
Mendocino County Assessor
501 Low Gap Road, Room 1020
Ukiah, CA 95482-3738



Recvd 22Jul16

A.L.F.P.D
P O BOX 634
ALBION CA 95410

2/24
4/24

9541030634 8005



Albion Mutual Water Company, Inc.

Box 485

Albion, CA 95410

Rec'd 25 Jul 16
hand delivered by Wolfe at special mtg.

July 1, 2016

Dear Neighbor:

We are writing to convey a sincere welcome to the 2016-2017 fiscal year and to share some points of interest. We were thankful to visit with those who were able to attend the annual membership meeting in April. Following is an account of the items discussed.

We thank you for submitting your ballots and we are pleased to report your Board of Directors for the 2016-17 fiscal year are

- Joanna Britton, President (707) 937-2943
- Art Piscitelli, Vice President (707) 937-0431
- John Johansen, Secretary (707) 937-3487
- Philip Brown, Treasurer (707) 670-0400
- Mark Gauche, Director at Large (707) 321-3714

In addition, as you may recall, there were two proposed changes to the AMWC Bylaws on your ballot. Neither of the two proposed revisions received sufficient votes to amend the Bylaws. These changes have not been adopted as we did not receive the require two-thirds voting approval.

Philip Brown, AMWC Treasurer, reported that reserves were approximately \$41,000 and that because of the recent increase in rates AMWC was generating sufficient revenue to cover both its operating expenses and the replacement/repair of equipment and facilities. AMWC has no debt.

Larry Miller, AMWC's Water Master, reported that a Harmsco filtration system was successfully installed last year and would enable the use of the West Well, which has been on stand-by the past several years. In addition, four aging residential meters have been replaced.

Immediately following the Annual Membership Meeting, the Board explored various improvements to AMWC's distribution system that should be considered in the 2016-17 fiscal year. These improvements include, but are not limited to, the scheduled cleaning of the main water tank, repair of the equipment shed and repair of the fencing surrounding the main water tank.

Enclosed with this letter is the latest AMWC Policy Statement. The 2016 Consumer Confidence Report and AMWC's Year-end financial report will be available, upon request, towards mid-summer.

If you have any questions please feel free to contact any board member.

Sincerely,

Joanna Britton, President

John Johansen, Secretary

Mark Gauche, Director at Large

Art Piscitelli, Vice President

Philip Brown, Treasurer

Enclosure

Albion Mutual Water Company
Albion, California

POLICY STATEMENT (as of January 1, 2016)

1. The cost for new water service is \$5,000 plus installation cost.
2. Water bills are sent-out and due at the beginning of each quarter.
3. Water Service may be shut-off for non-payment after 180 days beyond invoice date.
 - 3.a. The cost for shutting off a meter is \$100.
 - 3.b. The cost for reconnecting a meter is \$100.
4. The Albion-Little River Fire Department does not pay for extra water. They have agreed, however, to inform us as to the amount they use.
5. Each meter is allotted a maximum of 18,000 gallons of water per quarter.
6. The cost per gallon of use beyond 18,000 gallons per quarter is \$.02.
7. Directors are paid \$20.00 per Board Meeting.
8. Owners are paid \$20.00 per hour for working on the water system.
9. A water meter may service only one parcel within the service area.
10. The cost of meter overages is determined by the Board of Directors.
11. Owners must keep their meter box clear for monthly readings.
12. Owner Transition (transfer) fee is \$50.00.
13. Owners renting property within the service areas should furnish phone numbers of renters to the Secretary for inclusion in the Emergency Notification List.
14. The current cost per quarter for 18,000 gallons of water is \$150.00.

Note: Owners should review these items and present any questions to the Board at the Annual Meeting to be held at the Whiteboro Grange in April or call me at 937-3487 –
Thanks

John Johansen, Secretary



PORTFOLIO CHARACTERISTICS

Average Duration	0.98
Average Coupon	0.74 %
Average Purchase YTM	0.74 %
Average Market YTM	0.67 %
Average S&P/Moody Rating	AA+/Aa1
Average Final Maturity	1.03 yrs
Average Life	1.00 yrs

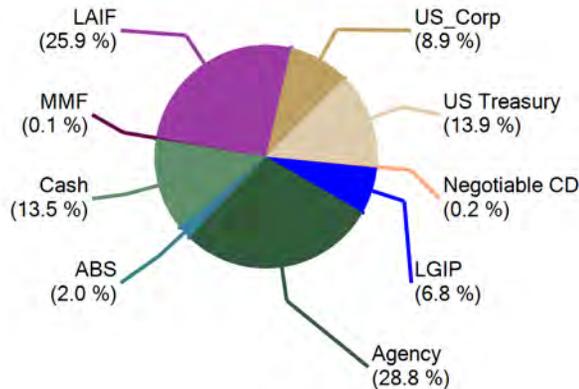
ACCOUNT SUMMARY

	Beg. Values as of 4/30/16	End Values as of 5/31/16
Market Value	255,756,285	250,972,505
Accrued Interest	287,969	328,860
Total Market Value	256,044,253	251,301,365
Income Earned Cont/WD	135,432	165,430
Par	255,352,390	250,794,244
Book Value	255,206,385	250,659,019
Cost Value	255,328,037	250,732,489

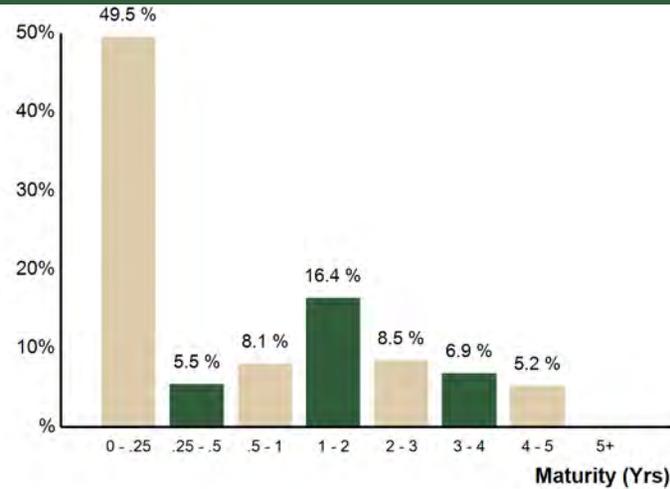
TOP ISSUERS

Issuer	% Portfolio
Local Agency Investment Fund	25.9 %
Government of United States	13.9 %
Custodial Checking Account	13.0 %
Federal National Mortgage Assoc	8.9 %
Federal Home Loan Bank	8.0 %
Federal Home Loan Mortgage Corp	7.5 %
CAMP	6.8 %
Federal Farm Credit Bank	4.4 %
	88.3 %

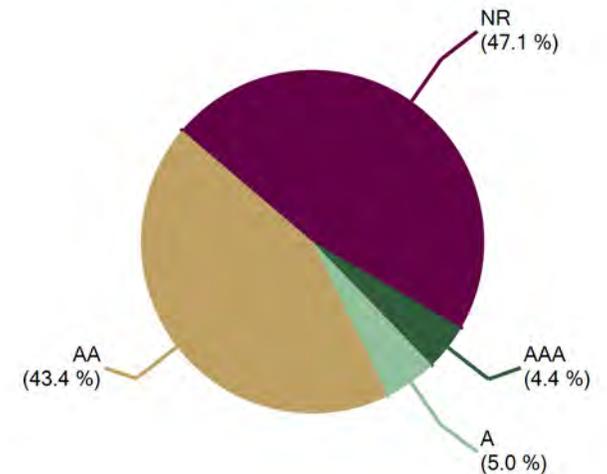
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)





County of Mendocino Consolidated

May 31, 2016

COMPLIANCE WITH INVESTMENT POLICY

This portfolio is a consolidation of assets managed by Chandler Asset Management and assets managed internally by Client. Chandler relies on Client to provide accurate information for reporting assets and producing this compliance statement.

Category	Standard	Comment
Municipal Issues	"A" or rated within the four highest general classification by a NRSRO; 5% per issuer	Complies
Treasury Issues	No limitation	Complies
Agency Issues	25% per issuer	Complies
Supranationals	30% max; 5% per issuer; "AA" rated or higher by two NRSROs; Issued by: IBRD, IFC, IADB	Complies
Banker's Acceptances	40% max; 5% per issuer; 180 days maturity; "A-1" or higher short term ratings by two NRSROs; "A" or higher by two NRSROs, if long term debt	Complies
Commercial Paper	40% max; 5% per issuer; 270 days maturity; "A-1" or higher short term ratings by two NRSROs; "A" or higher by two NRSROs, if long term debt	Complies
Negotiable Certificates of Deposit	30% max (includes CDARS); 5% per issuer; "A" or higher long term ratings by two NRSROs; "A-1" or higher short term ratings by two NRSROs;	Complies
Medium Term Notes	30% max; 5% per issuer; "A" rated or better by two NRSROs; Issued by corporations organized and operating within U.S.	Complies
Money Market Mutual Funds	20% max; 5% per fund; "AAA"-rated by two NRSROs or SEC registered adviser	Complies
FDIC insured Time Deposits/ Certificates of Deposit	Amount per institution limited to the max covered under FDIC; 20% max (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Collateralized Time Deposits/ Certificates of Deposit	20% max (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Asset Backed Securities (ABS) and Mortgage Pass Throughs (MPTs)	20% max; "AA"- rated or better by two NRSROs; "A" or higher for the issuer's debt by two NRSROs	Complies
Local Agency Investment Fund	Program limitation	Complies
Repurchase Agreements	No limitation; 1-year maximum maturity	Complies
Prohibited Securities and activities	Reverse repurchase agreements; CMOs; security lending; futures and options; inverse floaters; ranges notes; interest-only strips from mortgaged backed securities; zero interest accrual securities	Complies
Maximum Callables	20% max of callable securities (does not include "make whole call")	Complies
Maximum Issuer	5% max (except US Government, its agencies and enterprises)	Complies
Maximum maturity	5 years maximum maturity	Complies



Holdings Report

As of 5/31/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
89231MAC9	Toyota Auto Receivables Owner 2014-A 0.67% Due 12/15/2017	464,451.50	03/11/2014 0.68 %	464,365.68 464,432.43	99.91 0.92 %	464,038.14 138.30	0.18 % (394.29)	Aaa / AAA NR	1.54 0.35
43814GAC4	Honda Auto Receivables 2014-2 A3 0.77% Due 3/19/2018	676,455.84	05/13/2014 0.32 %	676,374.53 676,429.73	99.91 0.95 %	675,862.59 188.09	0.27 % (567.14)	Aaa / AAA NR	1.80 0.48
47787VAC5	John Deere Owner Trust 2014-A A3 0.92% Due 4/16/2018	735,991.38	04/02/2014 0.87 %	735,873.48 735,957.36	99.96 1.00 %	735,710.97 300.94	0.29 % (246.39)	Aaa / NR AAA	1.88 0.48
43814HAC2	Honda Auto Receivables 2014-3 A3 0.88% Due 6/15/2018	857,022.85	08/12/2014 0.80 %	856,857.53 856,959.06	99.96 0.94 %	856,716.89 335.19	0.34 % (242.17)	NR / AAA AAA	2.04 0.54
477877AD6	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	1,150,939.68	08/26/2014 0.93 %	1,150,688.32 1,150,825.29	99.98 1.09 %	1,150,757.83 547.34	0.46 % (67.46)	Aaa / NR AAA	2.46 0.65
89236WAC2	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	1,090,000.00	02/24/2015 0.96 %	1,089,835.19 1,089,904.69	100.02 1.10 %	1,090,184.21 542.58	0.43 % 279.52	Aaa / AAA NR	2.71 0.97
Total ABS		4,974,861.25	0.80 %	4,973,994.73 4,974,508.56	1.02 %	4,973,270.63 2,052.44	1.98 % (1,237.93)	Aaa / AAA Aaa	2.18 0.62
AGENCY									
313384XP9	FHLB Discount Note 0.35% Due 6/1/2016	1,000,000.00	06/29/2015 0.36 %	996,713.89 1,000,000.00	100.00 0.36 %	1,000,000.00 0.00	0.40 % 0.00	P-1 / A-1+ F-1+	0.00 0.00
313312XU9	FFCB Discount Note 0.37% Due 6/6/2016	2,500,000.00	08/14/2015 0.38 %	2,492,445.83 2,499,871.53	99.99 0.38 %	2,499,871.53 0.00	0.99 % 0.00	P-1 / A-1+ F-1+	0.02 0.02
313312XW5	FFCB Discount Note 0.35% Due 6/8/2016	1,500,000.00	07/31/2015 0.36 %	1,495,435.42 1,499,897.92	99.99 0.36 %	1,499,897.92 0.00	0.60 % 0.00	P-1 / A-1+ F-1+	0.02 0.02
313373SZ6	FHLB Note 2.125% Due 6/10/2016	375,000.00	01/04/2013 0.56 %	394,788.75 375,142.71	100.04 0.38 %	375,163.13 3,785.16	0.15 % 20.42	Aaa / AA+ AAA	0.03 0.02
313384ZZ5	FHLB Discount Note 0.51% Due 7/29/2016	650,000.00	01/29/2016 0.52 %	648,324.08 649,465.92	99.92 0.52 %	649,465.92 0.00	0.26 % 0.00	P-1 / A-1+ F-1+	0.16 0.16
3135G0CM3	FNMA Note 1.25% Due 9/28/2016	1,450,000.00	05/29/2012 0.92 %	1,470,503.00 1,451,542.26	100.25 0.49 %	1,453,556.85 3,171.88	0.58 % 2,014.59	Aaa / AA+ AAA	0.33 0.32
3130A2T97	FHLB Note 0.5% Due 9/28/2016	2,000,000.00	04/28/2015 0.48 %	2,000,700.00 2,000,160.81	100.01 0.47 %	2,000,222.00 1,750.00	0.80 % 61.19	Aaa / AA+ AAA	0.33 0.32
3137EADS5	FHLMC Note 0.875% Due 10/14/2016	1,350,000.00	10/24/2013 0.70 %	1,357,020.00 1,350,873.46	100.11 0.56 %	1,351,545.75 1,542.19	0.54 % 672.29	Aaa / AA+ AAA	0.37 0.37
3130A0C65	FHLB Note 0.625% Due 12/28/2016	1,700,000.00	Various 0.78 %	1,692,252.50 1,698,461.78	99.98 0.66 %	1,699,692.30 4,515.63	0.68 % 1,230.52	Aaa / AA+ AAA	0.58 0.57
3133EEHY9	FFCB Note 0.7% Due 1/13/2017	750,000.00	02/20/2015 0.71 %	749,902.50 749,968.07	100.02 0.67 %	750,138.75 2,012.50	0.30 % 170.68	Aaa / AA+ AAA	0.62 0.61
3133786Q9	FHLB Note 1% Due 2/13/2017	1,725,000.00	10/17/2012 0.75 %	1,743,285.00 1,727,976.09	100.26 0.62 %	1,729,547.10 5,175.00	0.69 % 1,571.01	Aaa / AA+ AAA	0.71 0.70
3137EADT3	FHLMC Note 0.875% Due 2/22/2017	1,700,000.00	02/24/2014 0.77 %	1,705,142.50 1,701,253.81	100.12 0.71 %	1,702,082.50 4,090.63	0.68 % 828.69	Aaa / AA+ AAA	0.73 0.72



Holdings Report

As of 5/31/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3137EADC0	FHLMC Note 1% Due 3/8/2017	1,650,000.00	10/29/2013 0.83 %	1,659,108.00 1,652,081.83	100.21 0.73 %	1,653,412.20 3,804.17	0.66 % 1,330.37	Aaa / AA+ AAA	0.77 0.76
3135G0ZB2	FNMA Note 0.75% Due 4/20/2017	1,900,000.00	05/27/2014 0.78 %	1,898,214.00 1,899,454.75	99.99 0.76 %	1,899,861.30 1,622.92	0.76 % 406.55	Aaa / AA+ AAA	0.89 0.88
3133EEZR4	FFCB Note 0.6% Due 4/21/2017	1,700,000.00	05/11/2015 0.67 %	1,697,603.00 1,698,906.16	99.89 0.73 %	1,698,075.60 1,133.33	0.68 % (830.56)	Aaa / AA+ AAA	0.89 0.88
3135G0JA2	FNMA Note 1.125% Due 4/27/2017	900,000.00	09/23/2013 1.08 %	901,548.00 900,389.66	100.31 0.78 %	902,770.20 956.25	0.36 % 2,380.54	Aaa / AA+ AAA	0.91 0.90
313379VE6	FHLB Note 1.01% Due 6/19/2017	2,000,000.00	05/29/2014 0.82 %	2,011,400.00 2,003,908.86	100.20 0.82 %	2,004,018.00 9,090.00	0.80 % 109.14	Aaa / AA+ AAA	1.05 1.04
3137EADJ5	FHLMC Note 1% Due 7/28/2017	1,600,000.00	07/29/2013 1.17 %	1,589,550.40 1,596,977.57	100.26 0.78 %	1,604,121.60 5,466.67	0.64 % 7,144.03	Aaa / AA+ AAA	1.16 1.15
3135G0MZ3	FNMA Note 0.875% Due 8/28/2017	1,750,000.00	Various 1.12 %	1,732,254.00 1,744,772.82	100.10 0.79 %	1,751,746.50 3,955.73	0.70 % 6,973.68	Aaa / AA+ AAA	1.24 1.23
3130A62S5	FHLB Note 0.75% Due 8/28/2017	2,400,000.00	12/30/2015 1.07 %	2,387,328.00 2,390,527.37	99.93 0.81 %	2,398,276.80 4,650.00	0.96 % 7,749.43	Aaa / AA+ NR	1.24 1.23
3133EAY28	FFCB Note 0.83% Due 9/21/2017	695,000.00	09/21/2012 0.81 %	695,611.60 695,160.20	99.91 0.90 %	694,361.99 1,121.65	0.28 % (798.21)	Aaa / AA+ AAA	1.31 1.29
3135G0ZL0	FNMA Note 1% Due 9/27/2017	1,665,000.00	Various 1.08 %	1,660,879.95 1,663,254.22	100.23 0.83 %	1,668,806.19 2,960.00	0.67 % 5,551.97	Aaa / AA+ AAA	1.33 1.31
3133EDDV1	FFCB Note 1.16% Due 10/23/2017	850,000.00	01/29/2015 0.87 %	856,630.00 853,384.82	100.36 0.90 %	853,062.55 1,040.78	0.34 % (322.27)	Aaa / AA+ AAA	1.40 1.38
3135G0PQ0	FNMA Note 0.875% Due 10/26/2017	1,600,000.00	12/15/2014 1.04 %	1,592,368.00 1,596,260.69	100.05 0.84 %	1,600,843.20 1,361.11	0.64 % 4,582.51	Aaa / AA+ AAA	1.41 1.39
3133EAA32	FFCB Note 0.9% Due 11/15/2017	440,000.00	12/04/2014 1.06 %	437,923.20 438,973.18	100.07 0.85 %	440,313.28 176.00	0.18 % 1,340.10	Aaa / AA+ AAA	1.46 1.44
3135G0RT2	FNMA Note 0.875% Due 12/20/2017	1,500,000.00	12/19/2013 1.29 %	1,475,917.50 1,490,653.81	100.00 0.88 %	1,499,934.00 5,869.79	0.60 % 9,280.19	Aaa / AA+ AAA	1.56 1.53
3135G0TG8	FNMA Note 0.875% Due 2/8/2018	2,000,000.00	04/28/2015 0.90 %	1,998,744.00 1,999,237.25	100.02 0.86 %	2,000,456.00 5,493.06	0.80 % 1,218.75	Aaa / AA+ AAA	1.69 1.67
3137EADP1	FHLMC Note 0.875% Due 3/7/2018	2,000,000.00	04/28/2015 0.92 %	1,997,546.00 1,998,484.78	99.89 0.94 %	1,997,790.00 4,083.33	0.80 % (694.78)	Aaa / AA+ AAA	1.77 1.75
3137EAEA3	FHLMC Note 0.75% Due 4/9/2018	2,400,000.00	04/20/2016 0.83 %	2,396,088.00 2,396,311.39	99.63 0.95 %	2,391,228.00 2,700.00	0.95 % (5,083.39)	Aaa / AA+ AAA	1.86 1.84
3130A55J4	FHLB Note 0.9% Due 4/23/2018	2,000,000.00	04/28/2015 0.96 %	1,996,720.00 1,997,920.66	99.89 0.96 %	1,997,740.00 1,900.00	0.80 % (180.66)	Aaa / AA+ NR	1.90 1.87
3135G0WJ8	FNMA Note 0.875% Due 5/21/2018	2,400,000.00	07/31/2014 1.49 %	2,345,846.40 2,371,988.17	99.86 0.95 %	2,396,546.40 583.33	0.95 % 24,558.23	Aaa / AA+ AAA	1.97 1.95
3135G0E33	FNMA Note 1.125% Due 7/20/2018	1,575,000.00	06/04/2015 1.19 %	1,572,117.75 1,573,027.00	100.35 0.96 %	1,580,503.05 6,447.66	0.63 % 7,476.05	Aaa / AA+ AAA	2.14 2.10



Holdings Report

As of 5/31/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3133ED2C5	FFCB Note 1.95% Due 9/17/2018	225,000.00	06/05/2014 1.51 %	229,092.75 227,192.92	102.13 1.01 %	229,786.88 901.88	0.09 % 2,593.96	Aaa / AA+ AAA	2.30 2.24
3135G0E58	FNMA Note 1.125% Due 10/19/2018	1,700,000.00	08/27/2015 1.18 %	1,697,246.00 1,697,905.61	100.34 0.98 %	1,705,725.60 2,231.25	0.68 % 7,819.99	Aaa / AA+ AAA	2.39 2.34
3133782M2	FHLB Note 1.5% Due 3/8/2019	2,600,000.00	04/14/2016 0.99 %	2,637,752.00 2,636,073.34	101.06 1.11 %	2,627,541.80 8,991.67	1.05 % (8,531.54)	Aaa / AA+ AAA	2.77 2.70
3137EADZ9	FHLMC Note 1.125% Due 4/15/2019	2,600,000.00	04/22/2016 1.09 %	2,602,496.00 2,602,410.88	100.00 1.12 %	2,600,114.40 5,687.50	1.04 % (2,296.48)	Aaa / AA+ AAA	2.87 2.81
3133EFW52	FFCB Note 1.15% Due 7/1/2019	2,400,000.00	04/05/2016 1.00 %	2,411,640.00 2,411,088.06	100.00 1.15 %	2,400,021.60 4,600.00	0.96 % (11,066.46)	Aaa / AA+ AAA	3.08 3.01
3137EADK2	FHLMC Note 1.25% Due 8/1/2019	2,000,000.00	04/28/2015 1.34 %	1,992,880.00 1,994,706.93	100.35 1.14 %	2,007,018.00 8,333.33	0.80 % 12,311.07	Aaa / AA+ AAA	3.17 3.08
313380FB8	FHLB Note 1.375% Due 9/13/2019	660,000.00	10/30/2015 1.38 %	659,795.40 659,826.14	100.53 1.21 %	663,500.64 1,966.25	0.26 % 3,674.50	Aaa / AA+ NR	3.29 3.19
3137EADM8	FHLMC Note 1.25% Due 10/2/2019	2,000,000.00	04/29/2015 1.44 %	1,983,422.00 1,987,504.95	100.15 1.20 %	2,002,936.00 4,097.22	0.80 % 15,431.05	Aaa / AA+ AAA	3.34 3.25
3135G0ZY2	FNMA Note 1.75% Due 11/26/2019	1,300,000.00	06/30/2015 1.62 %	1,307,294.30 1,305,767.48	101.89 1.19 %	1,324,592.10 315.97	0.53 % 18,824.62	Aaa / AA+ AAA	3.49 3.38
313381C94	FHLB Note 1.25% Due 12/13/2019	790,000.00	01/28/2016 1.33 %	787,732.70 787,931.53	100.06 1.23 %	790,442.40 4,608.33	0.32 % 2,510.87	Aaa / AA+ AAA	3.54 3.43
3137EADR7	FHLMC Note 1.375% Due 5/1/2020	1,600,000.00	10/21/2015 1.38 %	1,599,579.20 1,599,635.97	100.40 1.27 %	1,606,419.20 1,833.33	0.64 % 6,783.23	Aaa / AA+ AAA	3.92 3.80
3130A7CV5	FHLB Note 1.375% Due 2/18/2021	2,000,000.00	02/23/2016 1.43 %	1,994,480.00 1,994,777.07	99.60 1.46 %	1,992,094.00 7,868.06	0.80 % (2,683.07)	Aaa / AA+ AAA	4.72 4.53
3135G0J20	FNMA Note 1.375% Due 2/26/2021	2,500,000.00	03/17/2016 1.52 %	2,482,725.00 2,483,442.40	99.66 1.45 %	2,491,582.50 9,071.18	1.00 % 8,140.10	Aaa / AA+ AAA	4.75 4.55
Total Agency		72,100,000.00	1.00 %	72,036,046.62 72,054,552.83	0.89 %	72,186,825.73 150,964.74	28.79 % 132,272.90	Aaa / AA+ Aaa	1.80 1.76
CASH									
90CASH\$00	Cash Custodial Cash Account	1,315,625.18	Various 0.00 %	1,315,625.18 1,315,625.18	1.00 0.00 %	1,315,625.18 0.00	0.52 % 0.00	NR / NR NR	0.00 0.00
90CHECK\$1	Checking Deposit Bank Account	32,600,068.48	Various 0.00 %	32,600,068.48 32,600,068.48	1.00 0.00 %	32,600,068.48 0.00	12.97 % 0.00	NR / NR NR	0.00 0.00
Total Cash		33,915,693.66	N/A	33,915,693.66	0.00 %	33,915,693.66 0.00	13.50 % 0.00	NR / NR NR	0.00 0.00



Holdings Report

As of 5/31/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	65,000,000.00	Various 0.55 %	65,000,000.00 65,000,000.00	1.00 0.55 %	65,000,000.00 71,437.65	25.89 % 0.00	NR / NR NR	0.00 0.00
Total LAIF		65,000,000.00	0.55 %	65,000,000.00	0.55 %	65,000,000.00 71,437.65	25.89 % 0.00	NR / NR NR	0.00 0.00
LOCAL GOV INVESTMENT POOL									
90CAMP\$00	Public Financial Management CAMP	17,000,000.00	Various 0.47 %	17,000,000.00 17,000,000.00	1.00 0.47 %	17,000,000.00 0.00	6.76 % 0.00	NR / NR NR	0.00 0.00
Total Local Gov Investment Pool		17,000,000.00	0.47 %	17,000,000.00	0.47 %	17,000,000.00 0.00	6.76 % 0.00	NR / NR NR	0.00 0.00
MONEY MARKET FUND FI									
261908107	Dreyfus Short-Intermediate Gov Treasury Cash Management Fd521	373,689.16	Various 0.20 %	373,689.16 373,689.16	1.00 0.20 %	373,689.16 0.00	0.15 % 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		373,689.16	0.20 %	373,689.16	0.20 %	373,689.16 0.00	0.15 % 0.00	Aaa / AAA Aaa	0.00 0.00
NEGOTIABLE CD									
90MEND\$02	Savings Bank of Mendocino Coun Time Deposit 0.3% Due 3/3/2017	250,000.00	03/03/2016 0.30 %	250,000.00 250,000.00	100.00 0.30 %	250,000.00 60.42	0.10 % 0.00	NR / NR NR	0.76 0.77
90MEND\$03	MendoLake Credit Union Time Deposit 0.3% Due 3/20/2017	250,000.00	03/20/2016 0.30 %	250,000.00 250,000.00	100.00 0.30 %	250,000.00 25.00	0.10 % 0.00	NR / NR NR	0.80 0.81
Total Negotiable CD		500,000.00	0.30 %	500,000.00	0.30 %	500,000.00 85.42	0.20 % 0.00	NR / NR NR	0.78 0.79
US CORPORATE									
742718DV8	Procter & Gamble Co Note 1.45% Due 8/15/2016	1,120,000.00	09/16/2013 0.97 %	1,135,523.20 1,121,097.30	100.17 0.60 %	1,121,955.52 4,781.78	0.45 % 858.22	Aa3 / AA- NR	0.21 0.21
24422ERF8	John Deere Capital Corp Note 1.85% Due 9/15/2016	1,500,000.00	Various 1.10 %	1,538,376.75 1,503,196.61	100.31 0.76 %	1,504,687.51 5,858.34	0.60 % 1,490.90	A2 / A NR	0.29 0.29
458140AH3	Intel Corp Note 1.95% Due 10/1/2016	1,500,000.00	Various 0.86 %	1,553,867.54 1,505,394.51	100.40 0.75 %	1,505,949.00 4,875.00	0.60 % 554.49	A1 / A+ A+	0.34 0.33
02665WAB7	American Honda Finance Note 1.125% Due 10/7/2016	1,590,000.00	Various 0.77 %	1,603,449.50 1,591,935.34	100.08 0.90 %	1,591,241.79 2,683.13	0.63 % (693.55)	A1 / A+ NR	0.35 0.35
25468PCS3	Walt Disney Company Note 1.125% Due 2/15/2017	1,225,000.00	Various 0.93 %	1,233,734.25 1,226,650.28	100.22 0.81 %	1,227,688.88 4,057.82	0.49 % 1,038.60	A2 / A A	0.71 0.70



Holdings Report

As of 5/31/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US CORPORATE									
17275RAT9	Cisco Systems Note 1.1% Due 3/3/2017	475,000.00	03/04/2014 0.97 %	476,800.25 475,453.36	100.22 0.80 %	476,054.50 1,277.22	0.19 % 601.14	A1 / AA- NR	0.76 0.75
36962G5W0	General Electric Capital Corp Note 2.3% Due 4/27/2017	1,500,000.00	Various 1.31 %	1,548,780.60 1,513,078.36	101.24 0.93 %	1,518,532.50 3,258.33	0.61 % 5,454.14	A1 / AA+ NR	0.91 0.90
91159HHD5	US Bancorp Callable Note Cont 4/15/2017 1.65% Due 5/15/2017	1,500,000.00	Various 1.20 %	1,521,893.60 1,505,733.01	100.52 1.04 %	1,507,830.00 1,100.00	0.60 % 2,096.99	A1 / A+ AA	0.96 0.87
717081DJ9	Pfizer Inc. Note 1.1% Due 5/15/2017	515,000.00	05/12/2014 1.13 %	514,546.80 514,856.10	100.12 0.98 %	515,597.92 251.78	0.21 % 741.82	A1 / AA A+	0.96 0.95
25468PCZ7	Walt Disney Company Note 0.875% Due 5/30/2017	500,000.00	05/30/2014 0.97 %	498,647.30 499,549.93	100.03 0.84 %	500,157.00 12.15	0.20 % 607.07	A2 / A A	1.00 0.99
68389XAN5	Oracle Corp Note 1.2% Due 10/15/2017	1,400,000.00	01/13/2014 1.40 %	1,389,710.00 1,396,231.51	100.34 0.95 %	1,404,737.60 2,146.67	0.56 % 8,506.09	A1 / AA- A+	1.38 1.36
74005PBC7	Praxair Note 1.05% Due 11/7/2017	150,000.00	11/02/2012 1.06 %	149,941.50 149,983.21	99.80 1.19 %	149,705.25 105.00	0.06 % (277.96)	A2 / A NR	1.44 1.42
94974BFG0	Wells Fargo Corp Note 1.5% Due 1/16/2018	1,600,000.00	Various 1.49 %	1,601,040.00 1,600,314.62	100.23 1.36 %	1,603,660.80 9,000.00	0.64 % 3,346.18	A2 / A AA-	1.63 1.59
459200HZ7	IBM Corp Note 1.125% Due 2/6/2018	1,480,000.00	02/03/2015 1.23 %	1,475,486.00 1,477,467.05	100.14 1.04 %	1,482,042.40 5,318.75	0.59 % 4,575.35	Aa3 / AA- A+	1.69 1.66
808513AK1	Charles Schwab Corp Callable Note Cont 2/10/2018 1.5% Due 3/10/2018	1,250,000.00	03/03/2015 1.54 %	1,248,425.00 1,249,070.23	100.59 1.14 %	1,257,385.00 4,218.75	0.50 % 8,314.77	A2 / A A	1.78 1.66
69371RN28	Paccar Financial Corp Note 1.3% Due 5/10/2019	1,725,000.00	05/10/2016 1.31 %	1,724,637.75 1,724,644.05	99.57 1.45 %	1,717,654.95 1,308.13	0.68 % (6,989.10)	A1 / A+ NR	2.94 2.87
037833AX8	Apple Inc Note 1.55% Due 2/7/2020	1,100,000.00	05/10/2016 1.33 %	1,108,855.00 1,108,731.74	100.05 1.53 %	1,100,586.30 5,304.44	0.44 % (8,145.44)	Aa1 / AA+ NR	3.69 3.55
594918BG8	Microsoft Callable Note Cont. 10/03/20 2% Due 11/3/2020	2,000,000.00	12/03/2015 2.01 %	1,999,240.00 1,999,314.64	101.79 1.57 %	2,035,738.00 3,111.11	0.81 % 36,423.36	Aaa / AAA AA+	4.43 4.14
Total US Corporate		22,130,000.00	1.25 %	22,322,955.04 22,162,701.85	1.07 %	22,221,204.92 58,668.40	8.87 % 58,503.07	A1 / AA- AA-	1.55 1.49
US TREASURY									
912828VL1	US Treasury Note 0.625% Due 7/15/2016	1,000,000.00	Various 0.59 %	1,000,574.90 1,000,037.11	100.05 0.26 %	1,000,452.00 2,369.50	0.40 % 414.89	Aaa / AA+ AAA	0.12 0.12
912828WA4	US Treasury Note 0.625% Due 10/15/2016	1,900,000.00	Various 0.59 %	1,901,451.68 1,900,228.12	100.04 0.52 %	1,900,723.90 1,524.94	0.76 % 495.78	Aaa / AA+ AAA	0.38 0.37
912828WF3	US Treasury Note 0.625% Due 11/15/2016	2,450,000.00	Various 0.66 %	2,447,854.57 2,449,638.86	100.03 0.55 %	2,450,835.45 707.37	0.98 % 1,196.59	Aaa / AA+ AAA	0.46 0.46
912828C32	US Treasury Note 0.75% Due 3/15/2017	2,000,000.00	04/23/2014 0.86 %	1,993,834.83 1,998,318.06	100.04 0.70 %	2,000,800.00 3,179.35	0.80 % 2,481.94	Aaa / AA+ AAA	0.79 0.79



Holdings Report

As of 5/31/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828TS9	US Treasury Note 0.625% Due 9/30/2017	1,950,000.00	Various 1.05 %	1,922,434.27 1,939,180.18	99.78 0.79 %	1,945,657.35 2,064.55	0.78 % 6,477.17	Aaa / AA+ AAA	1.33 1.32
912828TW0	US Treasury Note 0.75% Due 10/31/2017	1,800,000.00	04/30/2014 1.13 %	1,776,451.34 1,790,488.55	99.92 0.81 %	1,798,524.00 1,173.91	0.72 % 8,035.45	Aaa / AA+ AAA	1.42 1.40
912828UA6	US Treasury Note 0.625% Due 11/30/2017	1,800,000.00	06/05/2014 1.07 %	1,772,654.47 1,788,249.80	99.71 0.82 %	1,794,866.40 30.74	0.71 % 6,616.60	Aaa / AA+ AAA	1.50 1.49
912828UZ1	US Treasury Note 0.625% Due 4/30/2018	2,500,000.00	Various 0.96 %	2,477,254.47 2,484,288.38	99.54 0.87 %	2,488,477.50 1,358.70	0.99 % 4,189.12	Aaa / AA+ AAA	1.92 1.90
912828WD8	US Treasury Note 1.25% Due 10/31/2018	1,800,000.00	06/30/2015 1.14 %	1,806,615.41 1,804,786.54	100.71 0.95 %	1,812,866.40 1,956.52	0.72 % 8,079.86	Aaa / AA+ AAA	2.42 2.37
912828A34	US Treasury Note 1.25% Due 11/30/2018	1,800,000.00	06/30/2015 1.17 %	1,804,927.91 1,803,598.28	100.72 0.96 %	1,812,938.40 61.48	0.72 % 9,340.12	Aaa / AA+ AAA	2.50 2.46
912828N63	US Treasury Note 1.125% Due 1/15/2019	2,000,000.00	05/27/2016 0.98 %	2,007,506.70 2,007,498.87	100.37 0.98 %	2,007,422.00 8,530.22	0.80 % (76.87)	Aaa / AA+ AAA	2.63 2.57
912828SX9	US Treasury Note 1.125% Due 5/31/2019	2,000,000.00	04/28/2015 1.21 %	1,993,444.20 1,995,196.22	100.30 1.02 %	2,005,938.00 61.48	0.80 % 10,741.78	Aaa / AA+ AAA	3.00 2.94
912828TC4	US Treasury Note 1% Due 6/30/2019	2,000,000.00	Various 1.20 %	1,986,251.82 1,988,242.83	99.90 1.03 %	1,997,968.00 8,406.60	0.80 % 9,725.17	Aaa / AA+ AAA	3.08 3.01
912828UB4	US Treasury Note 1% Due 11/30/2019	2,000,000.00	12/04/2015 1.56 %	1,957,194.20 1,962,379.21	99.56 1.13 %	1,991,250.00 54.64	0.79 % 28,870.79	Aaa / AA+ AAA	3.50 3.43
912828VA5	US Treasury Note 1.125% Due 4/30/2020	1,300,000.00	03/21/2016 1.27 %	1,292,539.51 1,292,892.64	99.64 1.22 %	1,295,277.10 1,259.38	0.52 % 2,384.46	Aaa / AA+ AAA	3.92 3.82
912828L65	US Treasury Note 1.375% Due 9/30/2020	2,500,000.00	12/30/2015 1.79 %	2,452,449.78 2,456,642.97	100.27 1.31 %	2,506,737.50 5,823.09	1.00 % 50,094.53	Aaa / AA+ AAA	4.34 4.19
912828L99	US Treasury Note 1.375% Due 10/31/2020	2,600,000.00	04/14/2016 1.20 %	2,619,508.71 2,618,956.35	100.22 1.32 %	2,605,688.80 3,108.70	1.04 % (13,267.55)	Aaa / AA+ AAA	4.42 4.27
912828P87	US Treasury Note 1.125% Due 2/28/2021	1,400,000.00	04/05/2016 1.17 %	1,397,160.94 1,397,249.81	98.96 1.35 %	1,385,398.00 3,980.30	0.55 % (11,851.81)	Aaa / AA+ AAA	4.75 4.59
Total US Treasury		34,800,000.00	1.10 %	34,610,109.71 34,677,872.78	0.94 %	34,801,820.80 45,651.47	13.87 % 123,948.02	Aaa / AA+ Aaa	2.40 2.35
TOTAL PORTFOLIO		250,794,244.07	0.74 %	250,732,488.92 250,659,018.84	0.67 %	250,972,504.90 328,860.12	100.00 % 313,486.06	Aa1 / AA+ Aaa	1.03 0.98
TOTAL MARKET VALUE PLUS ACCRUED						251,301,365.02			



PORTFOLIO CHARACTERISTICS

Average Duration	1.05
Average Coupon	0.81 %
Average Purchase YTM	0.81 %
Average Market YTM	0.62 %
Average S&P/Moody Rating	AA+/Aa1
Average Final Maturity	1.10 yrs
Average Life	1.07 yrs

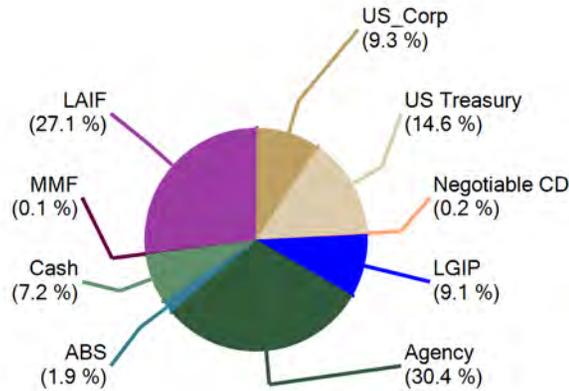
ACCOUNT SUMMARY

	Beg. Values as of 5/31/16	End Values as of 6/30/16
Market Value	250,972,505	240,154,790
Accrued Interest	328,860	432,811
Total Market Value	251,301,365	240,587,601
Income Earned Cont/WD	165,430	150,783
Par	250,794,244	239,304,466
Book Value	250,659,019	239,179,538
Cost Value	250,732,489	239,247,625

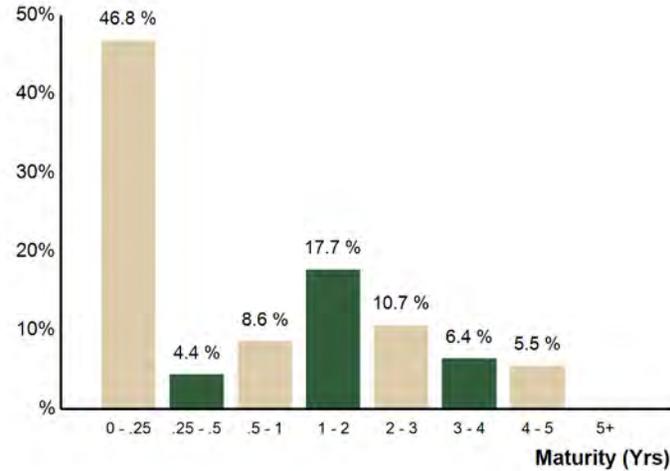
TOP ISSUERS

Issuer	% Portfolio
Local Agency Investment Fund	27.1 %
Government of United States	14.6 %
Federal Home Loan Bank	9.9 %
Federal National Mortgage Assoc	9.3 %
CAMP	9.1 %
Federal Home Loan Mortgage Corp	7.9 %
Custodial Checking Account	6.9 %
Federal Farm Credit Bank	3.2 %
	88.1 %

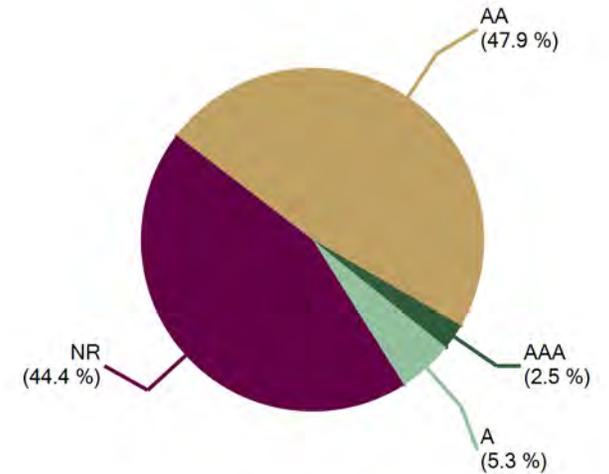
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)





County of Mendocino Consolidated

June 30, 2016

COMPLIANCE WITH INVESTMENT POLICY

This portfolio is a consolidation of assets managed by Chandler Asset Management and assets managed internally by Client. Chandler relies on Client to provide accurate information for reporting assets and producing this compliance statement.

Category	Standard	Comment
Municipal Issues	"A" or rated within the four highest general classification by a NRSRO; 5% per issuer	Complies
Treasury Issues	No limitation	Complies
Agency Issues	25% per issuer	Complies
Supranationals	30% max; 5% per issuer; "AA" rated or higher by two NRSROs; Issued by: IBRD, IFC, IADB	Complies
Banker's Acceptances	40% max; 5% per issuer; 180 days maturity; "A-1" or higher short term ratings by two NRSROs; "A" or higher by two NRSROs, if long term debt	Complies
Commercial Paper	40% max; 5% per issuer; 270 days maturity; "A-1" or higher short term ratings by two NRSROs; "A" or higher by two NRSROs, if long term debt	Complies
Negotiable Certificates of Deposit	30% max (includes CDARS); 5% per issuer; "A" or higher long term ratings by two NRSROs; "A-1" or higher short term ratings by two NRSROs;	Complies
Medium Term Notes	30% max; 5% per issuer; "A" rated or better by two NRSROs; Issued by corporations organized and operating within U.S.	Complies
Money Market Mutual Funds	20% max; 5% per fund; "AAA"-rated by two NRSROs or SEC registered adviser	Complies
FDIC insured Time Deposits/ Certificates of Deposit	Amount per institution limited to the max covered under FDIC; 20% max (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Collateralized Time Deposits/ Certificates of Deposit	20% max (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Asset Backed Securities (ABS) and Mortgage Pass Throughs (MPTs)	20% max; "AA"- rated or better by two NRSROs; "A" or higher for the issuer's debt by two NRSROs	Complies
Local Agency Investment Fund	Program limitation	Complies
Repurchase Agreements	No limitation; 1-year maximum maturity	Complies
Prohibited Securities and activities	Reverse repurchase agreements; CMOs; security lending; futures and options; inverse floaters; ranges notes; interest-only strips from mortgaged backed securities; zero interest accrual securities	Complies
Maximum Callables	20% max of callable securities (does not include "make whole call")	Complies
Maximum Issuer	5% max (except US Government, its agencies and enterprises)	Complies
Maximum maturity	5 years maximum maturity	Complies



Holdings Report

As of 6/30/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
89231MAC9	Toyota Auto Receivables Owner 2014-A 0.67% Due 12/15/2017	407,071.28	03/11/2014 0.68 %	406,996.06 407,056.74	99.93 0.90 %	406,797.32 121.22	0.17 % (259.42)	Aaa / AAA NR	1.46 0.29
43814GAC4	Honda Auto Receivables 2014-2 A3 0.77% Due 3/19/2018	613,862.41	05/13/2014 0.32 %	613,788.62 613,840.74	99.95 0.89 %	613,551.80 170.69	0.26 % (288.94)	Aaa / AAA NR	1.72 0.43
47787VAC5	John Deere Owner Trust 2014-A A3 0.92% Due 4/16/2018	685,379.41	04/02/2014 0.87 %	685,269.62 685,350.72	99.98 0.96 %	685,260.15 280.24	0.28 % (90.57)	Aaa / NR AAA	1.79 0.42
43814HAC2	Honda Auto Receivables 2014-3 A3 0.88% Due 6/15/2018	784,376.55	08/12/2014 0.80 %	784,225.24 784,322.45	99.98 0.93 %	784,194.57 306.78	0.33 % (127.88)	NR / AAA AAA	1.96 0.49
477877AD6	John Deere Owner Trust 2014-B A3 1.07% Due 11/15/2018	1,067,327.97	08/26/2014 0.93 %	1,067,094.87 1,067,227.87	100.04 1.00 %	1,067,779.45 507.57	0.44 % 551.58	Aaa / NR AAA	2.38 0.60
89236WAC2	Toyota Auto Receivables Owner 2015-A 1.12% Due 2/15/2019	1,090,000.00	02/24/2015 0.80 %	1,089,835.19 1,089,909.27	100.18 0.92 %	1,091,960.91 542.58	0.45 % 2,051.64	Aaa / AAA NR	2.63 0.87
Total ABS		4,648,017.62	0.77 %	4,647,209.60 4,647,707.79	0.94 %	4,649,544.20 1,929.08	1.93 % 1,836.41	Aaa / AAA Aaa	2.11 0.57
AGENCY									
313384ZZ5	FHLB Discount Note 0.51% Due 7/29/2016	650,000.00	01/29/2016 0.52 %	648,324.08 649,742.17	99.96 0.52 %	649,742.17 0.00	0.27 % 0.00	P-1 / A-1+ F-1+	0.08 0.08
3135G0CM3	FNMA Note 1.25% Due 9/28/2016	1,450,000.00	05/29/2012 0.92 %	1,470,503.00 1,451,153.46	100.20 0.44 %	1,452,872.45 4,682.29	0.61 % 1,718.99	Aaa / AA+ AAA	0.25 0.24
3130A2T97	FHLB Note 0.5% Due 9/28/2016	2,000,000.00	04/28/2015 0.48 %	2,000,700.00 2,000,120.27	100.04 0.34 %	2,000,772.00 2,583.33	0.83 % 651.73	Aaa / AA+ AAA	0.25 0.24
3137EADS5	FHLMC Note 0.875% Due 10/14/2016	1,350,000.00	10/24/2013 0.70 %	1,357,020.00 1,350,679.35	100.13 0.43 %	1,351,719.90 2,526.56	0.56 % 1,040.55	Aaa / AA+ AAA	0.29 0.29
3130A0C65	FHLB Note 0.625% Due 12/28/2016	1,700,000.00	Various 0.78 %	1,692,252.50 1,698,681.53	100.08 0.47 %	1,701,324.30 88.54	0.71 % 2,642.77	Aaa / AA+ AAA	0.50 0.49
3133EEHY9	FFCB Note 0.7% Due 1/13/2017	750,000.00	02/20/2015 0.71 %	749,902.50 749,972.30	100.10 0.51 %	750,756.75 2,450.00	0.31 % 784.45	Aaa / AA+ AAA	0.54 0.53
3133786Q9	FHLB Note 1% Due 2/13/2017	1,725,000.00	10/17/2012 0.75 %	1,743,285.00 1,727,628.69	100.34 0.44 %	1,730,915.03 6,612.50	0.72 % 3,286.34	Aaa / AA+ AAA	0.62 0.62
3137EADT3	FHLMC Note 0.875% Due 2/22/2017	1,700,000.00	02/24/2014 0.77 %	1,705,142.50 1,701,112.40	100.24 0.50 %	1,704,061.30 5,330.21	0.71 % 2,948.90	Aaa / AA+ AAA	0.65 0.64
3137EADC0	FHLMC Note 1% Due 3/8/2017	1,650,000.00	10/29/2013 0.83 %	1,659,108.00 1,651,858.78	100.33 0.52 %	1,655,410.35 5,179.17	0.69 % 3,551.57	Aaa / AA+ AAA	0.69 0.68
3135G0ZB2	FNMA Note 0.75% Due 4/20/2017	1,900,000.00	05/27/2014 0.78 %	1,898,214.00 1,899,505.39	100.20 0.50 %	1,903,838.00 2,810.42	0.79 % 4,332.61	Aaa / AA+ AAA	0.81 0.80
3133EEZR4	FFCB Note 0.6% Due 4/21/2017	1,700,000.00	05/11/2015 0.67 %	1,697,603.00 1,699,007.44	100.01 0.59 %	1,700,141.10 1,983.33	0.71 % 1,133.66	Aaa / AA+ AAA	0.81 0.80
3135G0JA2	FNMA Note 1.125% Due 4/27/2017	900,000.00	09/23/2013 1.08 %	901,548.00 900,354.23	100.44 0.59 %	903,985.20 1,800.00	0.38 % 3,630.97	Aaa / AA+ AAA	0.82 0.82



Holdings Report

As of 6/30/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
313379VE6	FHLB Note 1.01% Due 6/19/2017	2,000,000.00	05/29/2014 0.82 %	2,011,400.00 2,003,602.69	100.43 0.56 %	2,008,664.00 673.33	0.84 % 5,061.31	Aaa / AA+ AAA	0.97 0.96
3137EADJ5	FHLMC Note 1% Due 7/28/2017	1,600,000.00	07/29/2013 1.17 %	1,589,550.40 1,597,192.43	100.43 0.60 %	1,606,846.40 6,800.00	0.67 % 9,653.97	Aaa / AA+ AAA	1.08 1.07
3135G0MZ3	FNMA Note 0.875% Due 8/28/2017	1,750,000.00	Various 1.12 %	1,732,254.00 1,745,118.99	100.28 0.64 %	1,754,833.50 5,231.78	0.73 % 9,714.51	Aaa / AA+ AAA	1.16 1.15
3130A62S5	FHLB Note 0.75% Due 8/28/2017	2,400,000.00	12/30/2015 1.07 %	2,387,328.00 2,391,154.69	100.16 0.61 %	2,403,852.00 6,150.00	1.00 % 12,697.31	Aaa / AA+ NR	1.16 1.15
3133EAY28	FFCB Note 0.83% Due 9/21/2017	695,000.00	09/21/2012 0.81 %	695,611.60 695,150.13	100.25 0.63 %	696,714.57 1,602.36	0.29 % 1,564.44	Aaa / AA+ AAA	1.23 1.21
3135G0ZL0	FNMA Note 1% Due 9/27/2017	1,665,000.00	Various 1.08 %	1,660,879.95 1,663,362.65	100.46 0.63 %	1,672,622.37 4,347.50	0.70 % 9,259.72	Aaa / AA+ AAA	1.24 1.23
3133EDDV1	FFCB Note 1.16% Due 10/23/2017	850,000.00	01/29/2015 0.87 %	856,630.00 853,185.33	100.70 0.62 %	855,978.05 1,862.44	0.36 % 2,792.72	Aaa / AA+ AAA	1.32 1.30
3135G0PQ0	FNMA Note 0.875% Due 10/26/2017	1,600,000.00	12/15/2014 1.04 %	1,592,368.00 1,596,479.79	100.35 0.61 %	1,605,571.20 2,527.78	0.67 % 9,091.41	Aaa / AA+ AAA	1.32 1.31
3133EAA32	FFCB Note 0.9% Due 11/15/2017	440,000.00	12/04/2014 1.06 %	437,923.20 439,031.08	100.44 0.58 %	441,919.28 506.00	0.18 % 2,888.20	Aaa / AA+ AAA	1.38 1.36
3135G0RT2	FNMA Note 0.875% Due 12/20/2017	1,500,000.00	12/19/2013 1.29 %	1,475,917.50 1,491,148.32	100.35 0.63 %	1,505,299.50 401.04	0.63 % 14,151.18	Aaa / AA+ AAA	1.47 1.46
3135G0TG8	FNMA Note 0.875% Due 2/8/2018	2,000,000.00	04/28/2015 0.90 %	1,998,744.00 1,999,274.34	100.51 0.56 %	2,010,198.00 6,951.39	0.84 % 10,923.66	Aaa / AA+ AAA	1.61 1.59
3137EADP1	FHLMC Note 0.875% Due 3/7/2018	2,000,000.00	04/28/2015 0.92 %	1,997,546.00 1,998,555.36	100.18 0.76 %	2,003,686.00 5,541.67	0.84 % 5,130.64	Aaa / AA+ AAA	1.68 1.67
3137EAEA3	FHLMC Note 0.75% Due 4/9/2018	2,400,000.00	04/20/2016 0.83 %	2,396,088.00 2,396,474.84	100.12 0.68 %	2,402,764.80 4,200.00	1.00 % 6,289.96	Aaa / AA+ AAA	1.78 1.76
3130A55J4	FHLB Note 0.9% Due 4/23/2018	2,000,000.00	04/28/2015 0.96 %	1,996,720.00 1,998,010.94	100.36 0.70 %	2,007,106.00 3,400.00	0.84 % 9,095.06	Aaa / AA+ NR	1.81 1.79
3135G0WJ8	FNMA Note 0.875% Due 5/21/2018	2,400,000.00	07/31/2014 1.49 %	2,345,846.40 2,373,156.96	100.40 0.66 %	2,409,499.20 2,333.33	1.00 % 36,342.24	Aaa / AA+ AAA	1.89 1.87
3130A8EJ8	FHLB Note 0.85% Due 6/5/2018	2,600,000.00	06/09/2016 0.86 %	2,599,584.00 2,599,596.05	100.30 0.69 %	2,607,742.80 1,473.33	1.08 % 8,146.75	Aaa / AA+ AAA	1.93 1.91
3135G0E33	FNMA Note 1.125% Due 7/20/2018	1,575,000.00	06/04/2015 1.19 %	1,572,117.75 1,573,102.98	100.88 0.69 %	1,588,858.43 7,924.22	0.66 % 15,755.45	Aaa / AA+ AAA	2.05 2.02
3133EGFQ3	FFCB Note 0.875% Due 9/14/2018	600,000.00	06/29/2016 0.78 %	601,284.00 601,282.41	100.25 0.76 %	601,471.20 247.92	0.25 % 188.79	Aaa / AA+ AAA	2.21 2.18
3133ED2C5	FFCB Note 1.95% Due 9/17/2018	225,000.00	06/05/2014 1.51 %	229,092.75 227,114.41	102.55 0.79 %	230,737.73 1,267.50	0.10 % 3,623.32	Aaa / AA+ AAA	2.22 2.16
3135G0E58	FNMA Note 1.125% Due 10/19/2018	1,700,000.00	08/27/2015 1.18 %	1,697,246.00 1,697,977.83	100.92 0.72 %	1,715,619.60 3,825.00	0.71 % 17,641.77	Aaa / AA+ AAA	2.30 2.27



Holdings Report

As of 6/30/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3133782M2	FHLB Note 1.5% Due 3/8/2019	2,600,000.00	04/14/2016 0.99 %	2,637,752.00 2,635,001.85	101.82 0.82 %	2,647,226.40 12,241.67	1.11 % 12,224.55	Aaa / AA+ AAA	2.69 2.62
3137EADZ9	FHLMC Note 1.125% Due 4/15/2019	2,600,000.00	04/22/2016 1.09 %	2,602,496.00 2,602,341.87	100.85 0.82 %	2,622,092.20 8,125.00	1.09 % 19,750.33	Aaa / AA+ AAA	2.79 2.74
3130A8DB6	FHLB Note 1.125% Due 6/21/2019	2,600,000.00	06/07/2016 1.02 %	2,608,372.00 2,608,198.21	100.93 0.81 %	2,624,120.20 812.50	1.09 % 15,921.99	Aaa / AA+ AAA	2.98 2.92
3133EFW52	FFCB Note 1.15% Due 7/1/2019	2,400,000.00	04/05/2016 1.00 %	2,411,640.00 2,410,792.38	100.87 0.86 %	2,420,884.80 6,900.00	1.01 % 10,092.42	Aaa / AA+ AAA	3.00 2.94
3137EADK2	FHLMC Note 1.25% Due 8/1/2019	2,000,000.00	04/28/2015 1.34 %	1,992,880.00 1,994,844.30	101.23 0.85 %	2,024,536.00 10,416.67	0.85 % 29,691.70	Aaa / AA+ AAA	3.09 3.01
313380FB8	FHLB Note 1.375% Due 9/13/2019	660,000.00	10/30/2015 1.38 %	659,795.40 659,830.49	101.48 0.90 %	669,789.12 2,722.50	0.28 % 9,958.63	Aaa / AA+ NR	3.21 3.12
3137EADM8	FHLMC Note 1.25% Due 10/2/2019	2,000,000.00	04/29/2015 1.44 %	1,983,422.00 1,987,812.71	101.19 0.88 %	2,023,750.00 6,180.56	0.84 % 35,937.29	Aaa / AA+ AAA	3.26 3.18
3135G0ZY2	FNMA Note 1.75% Due 11/26/2019	1,300,000.00	06/30/2015 1.62 %	1,307,294.30 1,305,631.56	102.81 0.91 %	1,336,566.40 2,211.81	0.56 % 30,934.84	Aaa / AA+ AAA	3.41 3.30
313381C94	FHLB Note 1.25% Due 12/13/2019	790,000.00	01/28/2016 1.33 %	787,732.70 787,979.63	101.09 0.93 %	798,643.39 493.75	0.33 % 10,663.76	Aaa / AA+ AAA	3.45 3.37
3137EADR7	FHLMC Note 1.375% Due 5/1/2020	1,600,000.00	10/21/2015 1.38 %	1,599,579.20 1,599,643.61	101.51 0.97 %	1,624,121.60 3,666.67	0.68 % 24,477.99	Aaa / AA+ AAA	3.84 3.72
3130A7CV5	FHLB Note 1.375% Due 2/18/2021	2,000,000.00	02/23/2016 1.43 %	1,994,480.00 1,994,868.01	101.18 1.11 %	2,023,584.00 10,159.72	0.85 % 28,715.99	Aaa / AA+ AAA	4.64 4.46
3135G0J20	FNMA Note 1.375% Due 2/26/2021	2,500,000.00	03/17/2016 1.52 %	2,482,725.00 2,483,729.36	101.04 1.15 %	2,525,900.00 11,935.76	1.05 % 42,170.64	Aaa / AA+ AAA	4.66 4.48
Total Agency		72,525,000.00	1.04 %	72,465,902.73 72,490,462.21	0.69 %	72,976,737.29 179,179.55	30.41 % 486,275.08	Aaa / AA+ Aaa	1.91 1.87
CASH									
90CASH\$00	Cash Custodial Cash Account	892,203.88	Various 0.00 %	892,203.88 892,203.88	1.00 0.00 %	892,203.88 0.00	0.37 % 0.00	NR / NR NR	0.00 0.00
90CHECK\$1	Checking Deposit Bank Account	16,497,305.13	Various 0.00 %	16,497,305.13 16,497,305.13	1.00 0.00 %	16,497,305.13 0.00	6.86 % 0.00	NR / NR NR	0.00 0.00
Total Cash		17,389,509.01	N/A	17,389,509.01 17,389,509.01	0.00 %	17,389,509.01 0.00	7.23 % 0.00	NR / NR NR	0.00 0.00
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	65,000,000.00	Various 0.58 %	65,000,000.00 65,000,000.00	1.00 0.58 %	65,000,000.00 102,090.66	27.06 % 0.00	NR / NR NR	0.00 0.00
Total LAIF		65,000,000.00	0.58 %	65,000,000.00 65,000,000.00	0.58 %	65,000,000.00 102,090.66	27.06 % 0.00	NR / NR NR	0.00 0.00



Holdings Report

As of 6/30/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LOCAL GOV INVESTMENT POOL									
90CAMP\$00	Public Financial Management CAMP	22,000,000.00	Various 0.51 %	22,000,000.00 22,000,000.00	1.00 0.51 %	22,000,000.00 0.00	9.14 % 0.00	NR / NR NR	0.00 0.00
Total Local Gov Investment Pool		22,000,000.00	0.51 %	22,000,000.00 22,000,000.00	0.51 %	22,000,000.00 0.00	9.14 % 0.00	NR / NR NR	0.00 0.00
MONEY MARKET FUND FI									
261908107	Dreyfus Short-Intermediate Gov Treasury Cash Management Fd521	311,939.02	Various 0.24 %	311,939.02 311,939.02	1.00 0.24 %	311,939.02 0.00	0.13 % 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		311,939.02	0.24 %	311,939.02 311,939.02	0.24 %	311,939.02 0.00	0.13 % 0.00	Aaa / AAA Aaa	0.00 0.00
NEGOTIABLE CD									
90MEND\$02	Savings Bank of Mendocino Coun Time Deposit 0.3% Due 3/3/2017	250,000.00	03/03/2016 0.30 %	250,000.00 250,000.00	100.00 0.30 %	250,000.00 58.33	0.10 % 0.00	NR / NR NR	0.67 0.68
90MEND\$03	MendoLake Credit Union Time Deposit 0.3% Due 3/20/2017	250,000.00	03/20/2016 0.30 %	250,000.00 250,000.00	100.00 0.30 %	250,000.00 22.92	0.10 % 0.00	NR / NR NR	0.72 0.73
Total Negotiable CD		500,000.00	0.30 %	500,000.00 500,000.00	0.30 %	500,000.00 81.25	0.21 % 0.00	NR / NR NR	0.70 0.71
US CORPORATE									
742718DV8	Procter & Gamble Co Note 1.45% Due 8/15/2016	1,120,000.00	09/16/2013 0.97 %	1,135,523.20 1,120,658.38	100.11 0.57 %	1,121,221.92 6,135.11	0.47 % 563.54	Aa3 / AA- NR	0.13 0.12
24422ERF8	John Deere Capital Corp Note 1.85% Due 9/15/2016	1,500,000.00	Various 1.10 %	1,538,376.75 1,502,291.91	100.23 0.74 %	1,503,450.00 8,170.83	0.63 % 1,158.09	A2 / A NR	0.21 0.21
458140AH3	Intel Corp Note 1.95% Due 10/1/2016	1,500,000.00	Various 0.86 %	1,553,867.54 1,504,067.99	100.31 0.73 %	1,504,596.00 7,312.51	0.63 % 528.01	A1 / A+ A+	0.25 0.25
02665WAB7	American Honda Finance Note 1.125% Due 10/7/2016	1,590,000.00	Various 0.77 %	1,603,449.50 1,591,481.74	100.10 0.73 %	1,591,661.55 4,173.75	0.66 % 179.81	A1 / A+ NR	0.27 0.27
25468PCS3	Walt Disney Company Note 1.125% Due 2/15/2017	1,225,000.00	Various 0.93 %	1,233,734.25 1,226,459.12	100.25 0.73 %	1,228,011.05 5,206.25	0.51 % 1,551.93	A2 / A A	0.63 0.62
17275RAT9	Cisco Systems Note 1.1% Due 3/3/2017	475,000.00	03/04/2014 0.97 %	476,800.25 475,403.90	100.25 0.73 %	476,178.00 1,712.64	0.20 % 774.10	A1 / AA- NR	0.67 0.67
36962G5W0	General Electric Capital Corp Note 2.3% Due 4/27/2017	1,500,000.00	Various 1.31 %	1,548,780.60 1,511,889.41	101.00 1.08 %	1,514,964.00 6,133.33	0.63 % 3,074.59	A1 / AA+ NR	0.82 0.81
91159HHD5	US Bancorp Callable Note Cont 4/15/2017 1.65% Due 5/15/2017	1,500,000.00	Various 1.20 %	1,521,893.60 1,505,192.16	100.48 1.04 %	1,507,182.00 3,162.50	0.63 % 1,989.84	A1 / A+ AA	0.87 0.78



Holdings Report

As of 6/30/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US CORPORATE									
717081DJ9	Pfizer Inc. Note 1.1% Due 5/15/2017	515,000.00	05/12/2014 1.13 %	514,546.80 514,868.51	100.22 0.85 %	516,120.64 723.86	0.21 % 1,252.13	A1 / AA A+	0.87 0.87
25468PCZ7	Walt Disney Company Note 0.875% Due 5/30/2017	500,000.00	05/30/2014 0.97 %	498,647.30 499,587.12	100.15 0.71 %	500,732.51 376.73	0.21 % 1,145.39	A2 / A A	0.92 0.91
68389XAN5	Oracle Corp Note 1.2% Due 10/15/2017	1,400,000.00	01/13/2014 1.40 %	1,389,710.00 1,396,457.17	100.35 0.92 %	1,404,957.40 3,546.67	0.59 % 8,500.23	A1 / AA- A+	1.29 1.28
74005PBC7	Praxair Note 1.05% Due 11/7/2017	150,000.00	11/02/2012 1.06 %	149,941.50 149,984.17	100.08 0.99 %	150,114.60 236.25	0.06 % 130.43	A2 / A NR	1.36 1.34
94974BFG0	Wells Fargo Corp Note 1.5% Due 1/16/2018	1,600,000.00	Various 1.49 %	1,601,040.00 1,600,298.73	100.56 1.13 %	1,608,960.00 11,000.00	0.67 % 8,661.27	A2 / A AA-	1.55 1.51
459200HZ7	IBM Corp Note 1.125% Due 2/6/2018	1,480,000.00	02/03/2015 1.23 %	1,475,486.00 1,477,590.61	100.43 0.85 %	1,486,369.92 6,706.25	0.62 % 8,779.31	Aa3 / AA- A+	1.61 1.58
808513AK1	Charles Schwab Corp Callable Note Cont 2/10/2018 1.5% Due 3/10/2018	1,250,000.00	03/03/2015 1.54 %	1,248,425.00 1,249,113.34	100.94 0.91 %	1,261,743.75 5,781.25	0.53 % 12,630.41	A2 / A A	1.69 1.58
69371RN28	Paccar Financial Corp Note 1.3% Due 5/10/2019	1,725,000.00	05/10/2016 1.31 %	1,724,637.75 1,724,654.00	100.40 1.16 %	1,731,881.03 3,176.88	0.72 % 7,227.03	A1 / A+ NR	2.86 2.80
037833AX8	Apple Inc Note 1.55% Due 2/7/2020	1,100,000.00	05/10/2016 1.33 %	1,108,855.00 1,108,537.13	100.74 1.34 %	1,108,154.30 6,725.28	0.46 % (382.83)	Aa1 / AA+ NR	3.61 3.47
594918BG8	Microsoft Callable Note Cont. 10/03/20 2% Due 11/3/2020	2,000,000.00	12/03/2015 2.01 %	1,999,240.00 1,999,327.37	102.55 1.38 %	2,051,042.00 6,444.44	0.86 % 51,714.63	Aaa / AAA AA+	4.35 4.07
Total US Corporate		22,130,000.00	1.25 %	22,322,955.04 22,157,862.76	0.96 %	22,267,340.67 86,724.53	9.29 % 109,477.91	A1 / AA- AA-	1.47 1.41
US TREASURY									
912828VL1	US Treasury Note 0.625% Due 7/15/2016	1,000,000.00	Various 0.59 %	1,000,574.90 1,000,011.81	100.02 0.22 %	1,000,167.00 2,884.62	0.42 % 155.19	Aaa / AA+ AAA	0.04 0.04
912828WA4	US Treasury Note 0.625% Due 10/15/2016	1,900,000.00	Various 0.59 %	1,901,451.68 1,900,177.80	100.08 0.36 %	1,901,483.90 2,498.29	0.79 % 1,306.10	Aaa / AA+ AAA	0.29 0.29
912828WF3	US Treasury Note 0.625% Due 11/15/2016	2,450,000.00	Various 0.66 %	2,447,854.57 2,449,703.73	100.10 0.36 %	2,452,393.65 1,955.67	1.02 % 2,689.92	Aaa / AA+ AAA	0.38 0.37
912828C32	US Treasury Note 0.75% Due 3/15/2017	2,000,000.00	04/23/2014 0.86 %	1,993,834.83 1,998,493.87	100.19 0.48 %	2,003,748.00 4,402.17	0.83 % 5,254.13	Aaa / AA+ AAA	0.71 0.71
912828TS9	US Treasury Note 0.625% Due 9/30/2017	1,950,000.00	Various 1.05 %	1,922,434.27 1,939,848.07	100.09 0.55 %	1,951,829.10 3,063.53	0.81 % 11,981.03	Aaa / AA+ AAA	1.25 1.24
912828TW0	US Treasury Note 0.75% Due 10/31/2017	1,800,000.00	04/30/2014 1.13 %	1,776,451.34 1,791,040.47	100.24 0.57 %	1,804,359.60 2,274.46	0.75 % 13,319.13	Aaa / AA+ AAA	1.34 1.32
912828UA6	US Treasury Note 0.625% Due 11/30/2017	1,800,000.00	06/05/2014 1.07 %	1,772,654.47 1,788,894.23	100.08 0.57 %	1,801,476.00 952.87	0.75 % 12,581.77	Aaa / AA+ AAA	1.42 1.41
912828UZ1	US Treasury Note 0.625% Due 4/30/2018	2,500,000.00	Various 0.96 %	2,477,254.47 2,484,963.67	100.07 0.59 %	2,501,660.00 2,632.47	1.04 % 16,696.33	Aaa / AA+ AAA	1.83 1.82



Holdings Report

As of 6/30/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828WD8	US Treasury Note 1.25% Due 10/31/2018	1,800,000.00	06/30/2015 1.14 %	1,806,615.41 1,804,623.73	101.39 0.65 %	1,824,960.60 3,790.76	0.76 % 20,336.87	Aaa / AA+ AAA	2.34 2.30
912828A34	US Treasury Note 1.25% Due 11/30/2018	1,800,000.00	06/30/2015 1.17 %	1,804,927.91 1,803,479.92	101.43 0.65 %	1,825,664.40 1,905.74	0.76 % 22,184.48	Aaa / AA+ AAA	2.42 2.38
912828N63	US Treasury Note 1.125% Due 1/15/2019	2,000,000.00	05/27/2016 0.98 %	2,007,506.70 2,007,264.04	101.12 0.68 %	2,022,422.00 10,384.62	0.84 % 15,157.96	Aaa / AA+ AAA	2.55 2.49
912828SX9	US Treasury Note 1.125% Due 5/31/2019	2,000,000.00	04/28/2015 1.21 %	1,993,444.20 1,995,327.95	101.23 0.70 %	2,024,532.00 1,905.74	0.84 % 29,204.05	Aaa / AA+ AAA	2.92 2.87
912828TC4	US Treasury Note 1% Due 6/30/2019	2,000,000.00	Various 1.20 %	1,986,251.82 1,988,556.64	100.85 0.71 %	2,016,954.01 54.35	0.84 % 28,397.37	Aaa / AA+ AAA	3.00 2.95
912828UB4	US Treasury Note 1% Due 11/30/2019	2,000,000.00	12/04/2015 1.56 %	1,957,194.20 1,963,263.02	100.65 0.81 %	2,013,046.00 1,693.99	0.84 % 49,782.98	Aaa / AA+ AAA	3.42 3.35
912828VA5	US Treasury Note 1.125% Due 4/30/2020	1,300,000.00	03/21/2016 1.27 %	1,292,539.51 1,293,041.85	100.98 0.86 %	1,312,746.50 2,478.13	0.55 % 19,704.65	Aaa / AA+ AAA	3.84 3.74
912828L65	US Treasury Note 1.375% Due 9/30/2020	2,500,000.00	12/30/2015 1.79 %	2,452,449.78 2,457,465.16	101.82 0.94 %	2,545,410.00 8,640.71	1.06 % 87,944.84	Aaa / AA+ AAA	4.25 4.11
912828L99	US Treasury Note 1.375% Due 10/31/2020	2,600,000.00	04/14/2016 1.20 %	2,619,508.71 2,618,603.79	101.81 0.95 %	2,647,023.60 6,023.10	1.10 % 28,419.81	Aaa / AA+ AAA	4.34 4.19
912828P87	US Treasury Note 1.125% Due 2/28/2021	1,400,000.00	04/05/2016 1.17 %	1,397,160.94 1,397,297.42	100.70 0.97 %	1,409,843.40 5,264.27	0.59 % 12,545.98	Aaa / AA+ AAA	4.67 4.52
Total US Treasury		34,800,000.00	1.10 %	34,610,109.71 34,682,057.17	0.66 %	35,059,719.76 62,805.49	14.60 % 377,662.59	Aaa / AA+ Aaa	2.33 2.28
TOTAL PORTFOLIO		239,304,465.65	0.81 %	239,247,625.11 239,179,537.96	0.62 %	240,154,789.95 432,810.56	100.00 % 975,251.99	Aa1 / AA+ Aaa	1.10 1.05
TOTAL MARKET VALUE PLUS ACCRUED						240,587,600.51			

State of CA EDD
PO Box 826880
Sacramento, CA 94280-0001

ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
PO BOX 634
ALBION CA 95410-0634

Dear California Employer,

The California Employment Development Department (EDD) values its partnership with California's employer community and strives to meet your business needs by implementing innovative services that value your time and resources.

We are pleased to announce that the State Information Data Exchange System (SIDES) is now available to all California employers and their third party administrators (TPAs).

SIDES provides a more convenient way for employers and TPAs to electronically receive and respond to the EDD's *Notice of Unemployment Insurance Claim Filed* (DE 1101CZ). Providing timely and complete separation information not only assists the EDD in determining an Unemployment Insurance (UI) claimant's eligibility to receive UI benefits, it also reduces improper UI payments and ensures that your UI reserve account is properly charged.

At the EDD, we value your contributions to the state's economy and firmly believe that our business is your success. We hope SIDES meets your expectations and that you find it convenient and easy to use.

To learn more, refer to the enclosed *SIDES Tip Card* (DE 8807) or visit www.edd.ca.gov/SIDES.

Sincerely,



SABRINA REED
Deputy Director
Unemployment Insurance Branch



June 9, 2016

Albion Little River Fire Protection District
PO Box 634
Albion, CA 95410

Dear Board:

We are pleased to confirm our understanding of the services we are providing for Albion Little River Fire Protection District for the year ended June 30, 2015 and June 30, 2016. We will audit the Statement of Net Position, Statement of Activities and where applicable the Statement of Revenues, Expenditures, and Change in Fund Balance, Balance Sheet and Statement of Cash Flows of Albion Little River Fire Protection District as of and for the year ended June 30, 2015 and June 30, 2016.

Accounting standards generally accepted in the United States of America call for certain required supplementary information (RSI) to accompany the basic financial statements. The Governmental Accounting Standards Board also considers this information a necessary part of financial reporting as it provides perspective to the basic financial statements. Therefore, as part of this engagement, we will apply limited procedures to Albion Little River Fire Protection District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will primarily consist of inquiries of management regarding their methods of measurement and presentation. However, we will not express an opinion or provide any assurance on this RSI as our limited procedures do not provide us with sufficient evidence to do so under our professional standards. Consequently, the financial statements we present to you will include the following required RSI that will not be audited and, as such, our report will disclaim an opinion on this RSI:

- Management's Discussion and Analysis

We also understand that supplementary information other than RSI will accompany Albion Little River Fire Protection District's basic financial statements. In accordance with auditing standards generally accepted in the United States of America, we will apply auditing procedures and other additional procedures deemed necessary to the following supplementary information accompanying the basic financial statements in order to provide an opinion on this information in relation to the financial statements as a whole.

Objective

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the additional supplementary information referred to above when considered in relation to the financial statements taken as a whole.

Our audit will be conducted in accordance with U.S. generally accepted auditing standards (GAAS). Our professional standards as defined by GAAS require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement and are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. As such, our audit will involve performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements and will include tests of the accounting records of Albion Little River Fire Protection District and other procedures we consider necessary. The procedures we determine necessary will depend on our "auditor's" judgment and will be based, in part, on our assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. If our opinion is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or form an opinion, we may disclaim an opinion or not issue a report.

Audit Procedures

Our audit will involve performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements and will include tests of the accounting records of Albion Little River Fire Protection District and other procedures we consider necessary. The procedures we determine necessary will depend on our "auditor's" judgment and will be based, in part, on our assessment of the risks of material misstatement of the financial statements, whether from errors, fraudulent financial reporting, misappropriations of assets, or violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. An audit also includes evaluating the appropriateness of accounting policies used, and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. If we deem it appropriate, our procedures will also include tests of documentary evidence supporting the transactions recorded in the accounts, may include tests of the physical existence of inventories, and will include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. As part of our audit process, we will request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters. These representations will include acknowledging our assistance with the preparation of your financial statements, the supplementary information, and notes accompanying these documents, and that you have reviewed and approved these documents, approved their release, and that you have accepted responsibility for them.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected by our firm, even though our audit is properly planned and performed in accordance with GAAS and Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors that come to our attention, and we will inform you, or the appropriate level of management, of any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

In making our risk assessments, we will consider internal controls relevant to the preparation and fair presentation of the Albion Little River Fire Protection District's financial statements in order to design audit procedures that are appropriate in the circumstances. However, our audit procedures are not designed for the purpose of expressing an opinion on the effectiveness of your internal control. In accordance with our professional standards, we will communicate in writing to the appropriate level of management and those charged with governance matters concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of Albion Little River Fire Protection District's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion. Management maintains the responsibility for identifying and ensuring that Albion Little River Fire Protection District complies with applicable laws, regulations, contracts, and other agreements.

Our responsibility as auditors is, of course, limited to the period covered by our audit and does not extend to any other periods.

Zach Pehling is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Pehling & Pehling CPA's services performed as part of this engagement and signing or authorizing another

qualified firm representative to sign the audit report.

Responsibilities of Management and Those Charged with Governance

As part of our engagement, we may advise you about appropriate accounting principles and their application; however, the management of Albion Little River Fire Protection District acknowledges and understands that the final responsibility for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America remains with you. This responsibility includes the financial statements, all accompanying information, and the representations that accompany them. As such, the management of Albion Little River Fire Protection District is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Other management responsibilities include maintaining adequate records, selecting and applying accounting principles, and safeguarding assets.

By your signature below, you also acknowledge that the management of Albion Little River Fire Protection District is responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements, and all accompanying information, that are free from material misstatement, whether due to fraud or error. This responsibility includes the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the Albion Little River Fire Protection District and the respective changes in financial position and where applicable, cash flows, in conformity with accounting principles generally accepted in the United States of America. In addition, management is also responsible for having appropriate programs and controls in place to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the organization that involves management, employees who have significant roles in internal control, regulators, and others where fraud could have a material impact on the financial statements. The management of Albion Little River Fire Protection District is also responsible for informing us of your knowledge of any allegations of fraud or suspected fraud affecting Albion Little River Fire Protection District received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the Albion Little River Fire Protection District complies with applicable laws and regulations and for taking timely and appropriate actions to remedy any fraud, illegal acts, or violations of contracts and agreements. You agree that you will confirm your understanding of your responsibilities as defined in this letter to us in your representation letter.

Management is also responsible for the preparation and fair presentation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree that you will confirm your understanding of your responsibilities with respect to the supplementary information in your representation letter. You further agree to include our report on the supplementary information in any document that contains and indicates that we have reported on such supplementary information.

Management's responsibilities also include designating qualified individuals with the necessary expertise to be responsible and accountable for overseeing all the nonattest services we perform as part of this engagement, as well as evaluating the adequacy and results of those services and accepting responsibility for them.

You further acknowledge and understand that management is responsible for providing us with access to all information management is aware of that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters; for the accuracy and completeness of the information that is provided to us; and for informing us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements. This responsibility also includes providing us with any additional information that we may request from management for the purpose of the audit; as well as allowing us unrestricted access to individuals within the organization from whom we may determine it necessary to obtain audit evidence, including access to your designated employees who will type all confirmations we request.

Written Report

We expect to issue a written report upon completion of our audit of Albion Little River Fire Protection District's financial statements. Our report will be addressed to the Board of Directors of Albion Little River Fire Protection District. We cannot provide assurance that an unmodified opinion will be expressed on the financial statements. Circumstances may arise in which it is necessary for us to modify our opinion, add emphasis-of-matter or other-matter paragraphs, decline to express an opinion or withdraw from the engagement.

Other Matters

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, typing, postage, copies, and telephone calls), except that we agree that our gross fee, including expenses, will not exceed \$3990 for the audit for this contract. An initial deposit of \$51,900.00 due at the beginning of the year and the remainder due at completion of the audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

It is our policy to keep records related to this engagement for 7 years. However, Pehling & Pehling CPAs does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by government or regulatory agencies.

By your signature below, you acknowledge and agree that upon the expiration of the 7-year period Pehling & Pehling CPAs shall be free to destroy our records related to this engagement.

We appreciate the opportunity to be of service to Albion Little River Fire Protection District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Zach Pehling
Pehling & Pehling CPAs

RESPONSE:

This letter correctly sets forth the understanding of Albion Little River Fire Protection District.

APPROVED:



Albion Little River Fire Protection District

25 July 2016
Date



Albion Little River Fire Protection District

August 3, 2016

Albion Mutual Water Company, Inc.
PO Box 485
Albion, CA 95410

Albion Little River Fire Protection District recently received your letter reporting your April, 2016 annual membership meeting and enclosing your latest policy statement. The district appreciates receiving this information but notes that the report was delayed in reaching us due to the fact that it was delivered to a mailing address that the district no longer uses.

Please note current ALRFPD contact information detailed below and make the necessary changes to your database:

Mailing address:

Albion Little River Fire Protection District
PO Box 634
Albion, CA 95410-0634

Telephone:

707 937 4022

Email:

info@albionfire.com

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Alan Taeger", with a long horizontal flourish extending to the right.

Alan Taeger, secretary, ALRFPD board of directors



**California Special
Districts Association**
Districts Stronger Together

MEMORANDUM

DATE: August 1, 2016

TO: CSDA Members (Regular, Associate, and Business Affiliate)

FROM: Bill Nelson, CSDA President
Neil McCormick, Chief Executive Officer

SUBJECT: 2017 CSDA Committee & Expert Feedback Team Participation

CSDA's strength and effectiveness as an organization is directly related to our ability to involve the member district board members and staff and Business Affiliate members in the work of the association. The talents and energy that both groups bring to CSDA and to the issues that concern special districts in California through active involvement are critical components of CSDA's success.

With this in mind, we are asking for volunteers from your district or company (staff and/or board members) to participate and contribute on one or more of our committees and/or expert feedback teams to assist in shaping CSDA.

If you or any others from your district or company would like to become even more involved as a member of CSDA, please review and complete the form included with this letter. Committees need dedicated participants who are able to expend the time to provide their expertise in directing the activities and policies of CSDA. CSDA does not reimburse for committee related travel expenses.

In regard to **CSDA's Expert Feedback Teams**, when a need for feedback arises on a particular policy matter, CSDA advocacy staff will send an e-mail to an expert feedback team asking for its input. Team members need only reply with their thoughts, opinions and experiences. The workload of a team member will ultimately be what he or she makes of it. Team members will not be required to travel; they should expect to receive a handful of e-mails each month and, on rare occasions, they may be contacted by phone.

Please return the attached form by **5:00 PM on October 14, 2016**. The selection and ratification of CSDA's 2017 committees will take place in November and selected participants will be notified by the end of November 2016. Committee participation begins in January 2017.

Thank you for your continued support of CSDA!

California Special Districts Associations
1112 I Street, Suite 200
Sacramento, CA 95814
Toll Free: 877-924-CSDA (2732)
Phone: 916-442-7887
Fax: 916-442-7889

A proud California Special Districts Alliance partner
Special District Risk Management Authority **CSDA Finance Corporation**
1112 I Street, Suite 300 1121 I Street, Suite 200
Sacramento, CA 95814 Sacramento, CA 95814
Toll Free: 800-537-7790 Toll Free: 877-924-CSDA (2732)
Fax: 916-231-4111 Fax: 916-442-7889



**California Special
Districts Association**

Districts Stronger Together

**2017 COMMITTEE AND EXPERT FEEDBACK TEAM
INTEREST FORM**

Please make additional copies for each participant.
Please use actual contact information where you can be reached

Name: _____

Title/Position: _____

District/Company: _____

Telephone: _____ Fax: _____

E-mail: _____

COMMITTEES: We hope your District or Company will participate in one or more of CSDA's committees. The CSDA Board of Directors encourages the participation of individuals from member agencies and Business Affiliates on CSDA's committees. As space is limited, please choose more than one committee which you would like to participate on, and please rank according to preference: **1 = 1st choice; 2 = 2nd choice; 3 = 3rd choice**

If we are able to place you on more than one committee, how many committees would you like to serve on?
_____ (maximum 3)

NOTE: All committees meet in-person at least twice annually. Committees generally meet in Sacramento, however locations may vary.

_____ **Audit Committee:** Responsible for maintaining and updating internal controls. Provides guidance to auditors regarding possible audit and fraud risks. Commitment: May meet with auditors prior to the commencement of the audit, when audit is completed and possibly one meeting during the auditing process. Financial experience preferred.

_____ **Professional Development Committee:** Plans, organizes and directs the professional development and events for CSDA. Commitment: Meets at least twice annually.

_____ **Elections & Bylaws Committee:** Conducts annual elections and occasionally reviews bylaws upon request of the CSDA Board, members or as needed. Commitment: Minimum of one meeting in Sacramento.

_____ **Fiscal Committee:** Oversees the financial direction of the organization including budget review and implementation. Commitment: Meets at least three times annually. Financial experience preferred.

_____ **Member Services Committee:** Responsible for recruitment of new members, member retention, development of new member benefits and review of current programs. Commitment: Meets at least twice annually.

Legislative Committee (space is limited): Develops CSDA's legislative agenda; reviews, directs and assists with legislative/public policy issues. **Commitment:** Meets up to six times a year in Sacramento. Attending CSDA's Special Districts Legislative Days (May 16-17) and Annual Conference (September 25-28) is expected if you serve on this committee. All 2017 Legislative Committee applicants are invited to join the 2016 committee members and CSDA staff for a legislative planning session on November 3, 2016.

Each Legislative Committee member will be assigned to 1 or 2 working groups. Please rank from 1 to 6 which working groups you prefer to serve on (1 being most preferred):

- _____ Environment Working Group
- _____ Formation & Reorganization Working Group
- _____ Governance Working Group
- _____ Human Resources & Personnel Working Group
- _____ Public Works & Facilities Working Group
- _____ Revenue Working Group

I prefer to serve on ____ (1 or 2) Legislative Committee working groups

_____ **Alternative Option: CSDA Blog and Legislative Distribution List** - Because seats are limited on the Legislative Committee, CSDA has created an alternative option whereby members can receive the same legislative information via email that Legislative Committee members receive. Members on this list will be subscribed to receive "real-time" e-mail updates from the CSDA Blog and will be copied on Legislative Committee e-mails. Select this option instead of the Legislative Committee if you are unable to meet the requirements of serving on the Legislative Committee, but still want to keep informed of the latest legislative issues impacting special districts and provide input to CSDA as appropriate.

EXPERT FEEDBACK TEAMS: In order for CSDA to quickly and effectively gauge the impact new laws may have on special districts, we depend on the expertise of the people who are directly impacted in the field. If you have firsthand experience in one or more of the areas below, please join CSDA's Expert Feedback Team.

_____ **Environment:** CEQA; Greenhouse Gas/AB 32; Land Use; Renewable Energy; Sustainable Communities/SB 375

_____ **Formation & Reorganization:** LAFCO

_____ **Governance:** Audits and Reporting; Bankruptcy; Elections; Ethics; Mandates and Mandate Reimbursement; Political Reform/Conflict of Interest/FPPC; Transparency and Accountability

_____ **Human Resources & Personnel:** Contracted Services; Occupational Safety; Labor Relations; Retirement and Other Benefits; Workers' Compensation and Other Insurance

_____ **Legal:** General legal matters affecting special districts

_____ **Public Works & Facilities:** Bidding Process (Design Build, JOC, P3, Best Value); Bonds and Financings; Indemnification; Prevailing Wage; Retention Proceeds

_____ **Revenue:** Benefit Assessments; Fees/Prop 218; Mello-Roos/CFDs; Property Taxes; Redevelopment Agencies/(E)FIDs; Special Taxes

Committee and Expert Feedback Team participation is open to both member district board members and staff as well as Business Affiliates. **Please note that the Association does not reimburse any expenses incurred from this participation.** CSDA is committed to keeping travel costs to a minimum for committee members and handles a significant amount of committee work through webinars, conference calls and e-mail; however, most committees do meet at least two times a year in person.

***Either the District GM/Board President or Company President must authorize below**

*Signature: _____ Date: _____

Please return this completed form to Charlotte Lowe at CSDA by mail, fax (916) 442-7889 or email charlottel@cstda.net no later than **5:00 PM on Friday, October 14, 2016.**

CSDA, 1112 I St., Suite 200, Sacramento, CA 95814, T - (916) 442-7887, F - (916) 442-7889 www.cstda.net



**California Special
Districts Association**

Districts Stronger Together

Keep us updated and enjoy a cup of Joe on CSDA!

A Starbucks gift card will be emailed to the first 50 people to submit this questionnaire!

In order to keep our database as up to date as possible, and ensure your membership dues are billed correctly, please take a moment to complete the information below and fax this to the CSDA office at 916.442.7889 or email to cassandras@csda.net.

Please print:

Name: _____

Title: _____ E-mail: _____

District Name: _____

Annual Operating Revenue* \$ _____

*Annual operating revenue is defined as "the district's total operating revenue/income as of June 30, 2016. Reported revenue should not include one-time grants or straight pass-throughs. Any funding used to support agency operations such as payroll and other administrative expense should be included.

Are you taking advantage of your membership?

There are a wide variety of benefits that come with your membership. Are you taking advantage of them? A sampling of benefits is listed below. For a full list, please visit www.csda.net.

- Excellent educational programs with discounted member pricing
- Access to cost-effective risk management services and tax-exempt financings
- Career Center and job postings
- Listserv and other member communication tools
- Added-value benefit programs like the Special District Purchasing Card
- One-hour free legal advice per year/per district
- Online bookstore with discounted member pricing
- Free downloadable publications

Any questions? Contact Member Services at 877.924.2732 or cassandras@csda.net.



CSDA

California Special Districts Association

1112 I Street, Suite 200
Sacramento, CA 95814

A proud California Special Districts Alliance partner

SACRAMENTO
CALIF
01 AUG 15
PM 11

Hasler

08/01/2016

US POSTAGE



FIRST-CLASS MAIL

\$00.46

ZIP 95814
011D11649233

Alan Taeger
Albion-Little River Fire Protection District
Po Box 634
Albion, CA 95410

rcvd 3 Aug 16

95410-063494



Albion Little River Fire Protection District
Balance Sheet
As of May 31, 2016

	<u>May 31, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
Building Fund - Checking	10,643.04
County Held Funds	388,976.29
District Checking	22,041.06
Fire Department - Donations	125,393.98
Total Checking/Savings	<u>547,054.37</u>
Total Current Assets	547,054.37
Fixed Assets	
Accumulated Depreciation	-611,890.00
Building & Improvements	322,400.00
Construction-in-Progress	81,152.00
Firefighting Equipment	503,254.00
Land	125,683.00
Total Fixed Assets	<u>420,599.00</u>
TOTAL ASSETS	<u>967,653.37</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Bank of the West Credit Card	1,199.28
Total Credit Cards	<u>1,199.28</u>
Total Current Liabilities	<u>1,199.28</u>
Total Liabilities	1,199.28
Equity	
Opening Balance Equity	588,887.94
Retained Earnings	232,142.31
Net Income	145,423.84
Total Equity	<u>966,454.09</u>
TOTAL LIABILITIES & EQUITY	<u>967,653.37</u>

Albion Little River Fire Protection District

Budget vs. Actual

July 2015 through May 2016

	Jul '15 - May 16	Budget	\$ Over Budget	% of Budget
Income				
82-1110 CURRENT SECURED TAX	71,484.19	75,521.00	-4,036.81	94.7%
82-1120-CURRENT UNSECURED TAX	2,422.32	2,879.00	-456.68	84.1%
82-1130-SB813 SUPPLEMENTAL TAX	582.34	370.00	212.34	157.4%
82-1220-PRIOR UNSECURED TAX	72.23	99.00	-26.77	73.0%
82-1300-SPECIAL TAX	177,462.87	188,000.00	-10,537.13	94.4%
82-1600-TIMBER TAX	219.14	210.00	9.14	104.4%
82-4100-INTEREST INCOME	970.19			
82-5481-HOMEOWNER PROPERTY TAX	365.08	750.00	-384.92	48.7%
82-7700-OTHER	6,104.48			
Total Income	259,682.84	267,829.00	-8,146.16	97.0%
Gross Profit	259,682.84	267,829.00	-8,146.16	97.0%
Expense				
86-1014-MISC EMPLOYEE BENEFITS	1,226.00	2,500.00	-1,274.00	49.0%
86-1035-WORKERS COMPENSATION IN	9,097.00	9,097.00	0.00	100.0%
86-2050-CLOTHING & PERSONAL ITE	2,895.73	15,000.00	-12,104.27	19.3%
86-2060-COMMUNICATIONS	2,336.78	4,000.00	-1,663.22	58.4%
86-2080-FOOD	490.98	1,500.00	-1,009.02	32.7%
86-2101-INSURANCE GENERAL	9,837.00	9,837.00	0.00	100.0%
86-2120-MAINTENANCE EQUIPMENT	29,512.22	40,000.00	-10,487.78	73.8%
86-2130-MAINTENANCE STRUCTURES	2,109.31	11,000.00	-8,890.69	19.2%
86-2140-MEDICAL, LAB SUPPLIES	3,216.77	9,000.00	-5,783.23	35.7%
86-2150-MEMBERSHIPS	819.00	1,500.00	-681.00	54.6%
86-2170-DISTRICT OFFICE SUPPLIE	1,187.85	2,600.00	-1,412.15	45.7%
86-2181-AUDITING & FISCAL SERVI	14,181.51	15,000.00	-818.49	94.5%
86-2185-MED AND DENTAL	350.00	2,000.00	-1,650.00	17.5%
86-2187-EDUCATION & TRAINING	4,733.94	10,000.00	-5,266.06	47.3%
86-2189-PROFESIONAL & SPECIAL S	9,380.83	15,000.00	-5,619.17	62.5%
86-2210-RENT LEASES	0.00	100.00	-100.00	0.0%
86-2220-SMALL TOOLS & SUPPLIES	2,951.31	9,000.00	-6,048.69	32.8%
86-2231-ELECTION SUPERVISION &	342.50	3,500.00	-3,157.50	9.8%
86-2250-TRANSPORTATION & TRAVEL	12,163.25	20,000.00	-7,836.75	60.8%
86-2260-UTILITIES	3,759.51	5,000.00	-1,240.49	75.2%
86-3113-PAYMNTS TO GOVT AGENCIE	1,586.50	2,500.00	-913.50	63.5%
86-4360-BUILDINGS & IMPROVEMENT	33.96	40,000.00	-39,966.04	0.1%
86-4370-EQUIPMENT (PURCHASE)	12,382.56	100,000.00	-87,617.44	12.4%
Suspense	1,152.17			
Total Expense	125,746.68	328,134.00	-202,387.32	38.3%
Net Income	133,936.16	-60,305.00	194,241.16	-222.1%

5:33 PM
07/13/16
Accrual Basis

Albion Little River Fire Protection District
Revenue & Expenses
May 2016

	<u>May 16</u>
Income	
82-1130-SB813 SUPPLEMENTAL TAX	80.01
Total Income	<u>80.01</u>
Gross Profit	80.01
Expense	
86-2050-CLOTHING & PERSONAL ITE	636.75
86-2060-COMMUNICATIONS	298.57
86-2080-FOOD	147.30
86-2120-MAINTENANCE EQUIPMENT	546.19
86-2130-MAINTENANCE STRUCTURES	232.30
86-2140-MEDICAL, LAB SUPPLIES	227.64
86-2181-AUDITING & FISCAL SERVI	673.75
86-2189-PROFESIONAL & SPECIAL S	1,379.44
86-2220-SMALL TOOLS & SUPPLIES	178.96
86-2250-TRANSPORTATION & TRAVEL	8,272.70
86-2260-UTILITIES	684.81
Suspense	221.78
Total Expense	<u>13,500.19</u>
Net Income	<u><u>-13,420.18</u></u>

8:39 PM

08/05/16

Accrual Basis

Albion Little River Fire Protection District
Balance Sheet
As of June 30, 2016

	<u>Jun 30, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
Building Fund - Checking	10,643.48
County Held Funds	368,290.14
District Checking	7,911.91
Fire Department - Donations	125,888.00
Total Checking/Savings	<u>512,733.53</u>
Total Current Assets	512,733.53
Fixed Assets	
Accumulated Depreciation	-611,890.00
Building & Improvements	322,400.00
Construction-in-Progress	81,152.00
Firefighting Equipment	503,254.00
Land	125,683.00
Total Fixed Assets	<u>420,599.00</u>
TOTAL ASSETS	<u>933,332.53</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Bank of the West Credit Card	-243.61
Total Credit Cards	<u>-243.61</u>
Total Current Liabilities	<u>-243.61</u>
Total Liabilities	-243.61
Equity	
Opening Balance Equity	588,887.94
Retained Earnings	232,142.31
Net Income	112,545.89
Total Equity	<u>933,576.14</u>
TOTAL LIABILITIES & EQUITY	<u>933,332.53</u>

Albion Little River Fire Protection District

08/05/16

Budget vs. Actual

Accrual Basis

July 2015 through June 2016

	Jul '15 - Jun 16	Budget	\$ Over Budget	% of Budget
Income				
82-1110 CURRENT SECURED TAX	71,484.19	75,521.00	-4,036.81	94.7%
82-1120-CURRENT UNSECURED TAX	2,422.32	2,879.00	-456.68	84.1%
82-1130-SB813 SUPPLEMENTAL TAX	582.34	370.00	212.34	157.4%
82-1220-PRIOR UNSECURED TAX	72.23	99.00	-26.77	73.0%
82-1300-SPECIAL TAX	177,462.87	188,000.00	-10,537.13	94.4%
82-1600-TIMBER TAX	219.14	210.00	9.14	104.4%
82-4100-INTEREST INCOME	970.19			
82-5481-HOMEOWNER PROPERTY TAX	365.08	750.00	-384.92	48.7%
82-7700-OTHER	6,104.48			
Total Income	259,682.84	267,829.00	-8,146.16	97.0%
Gross Profit	259,682.84	267,829.00	-8,146.16	97.0%
Expense				
86-1014-MISC EMPLOYEE BENEFITS	1,226.00	2,500.00	-1,274.00	49.0%
86-1035-WORKERS COMPENSATION IN	9,097.00	9,097.00	0.00	100.0%
86-2050-CLOTHING & PERSONAL ITE	2,895.73	15,000.00	-12,104.27	19.3%
86-2060-COMMUNICATIONS	2,573.37	4,000.00	-1,426.63	64.3%
86-2080-FOOD	490.98	1,500.00	-1,009.02	32.7%
86-2101-INSURANCE GENERAL	9,837.00	9,837.00	0.00	100.0%
86-2120-MAINTENANCE EQUIPMENT	40,579.70	40,000.00	579.70	101.4%
86-2130-MAINTENANCE STRUCTURES	4,239.31	11,000.00	-6,760.69	38.5%
86-2140-MEDICAL, LAB SUPPLIES	3,333.37	9,000.00	-5,666.63	37.0%
86-2150-MEMBERSHIPS	819.00	1,500.00	-681.00	54.6%
86-2170-DISTRICT OFFICE SUPPLIE	1,274.84	2,600.00	-1,325.16	49.0%
86-2181-AUDITING & FISCAL SERVI	14,802.76	15,000.00	-197.24	98.7%
86-2185-MED AND DENTAL	350.00	2,000.00	-1,650.00	17.5%
86-2187-EDUCATION & TRAINING	4,733.94	10,000.00	-5,266.06	47.3%
86-2189-PROFESIONAL & SPECIAL S	9,896.83	15,000.00	-5,103.17	66.0%
86-2210-RENT LEASES	0.00	100.00	-100.00	0.0%
86-2220-SMALL TOOLS & SUPPLIES	2,951.31	9,000.00	-6,048.69	32.8%
86-2231-ELECTION SUPERVISION &	342.50	3,500.00	-3,157.50	9.8%
86-2250-TRANSPORTATION & TRAVEL	12,363.35	20,000.00	-7,636.65	61.8%
86-2260-UTILITIES	3,817.26	5,000.00	-1,182.74	76.3%
86-3113-PAYMNTS TO GOVT AGENCIE	1,658.00	2,500.00	-842.00	66.3%
86-4360-BUILDINGS & IMPROVEMENT	33.96	40,000.00	-39,966.04	0.1%
86-4370-EQUIPMENT (PURCHASE)	29,150.71	100,000.00	-70,849.29	29.2%
Suspense	1,152.17			
Total Expense	157,619.09	328,134.00	-170,514.91	48.0%
Net Income	102,063.75	-60,305.00	162,368.75	-169.2%

Albion Little River Fire Protection District
Revenue & Expenses Detail
June 2016

Type	Date	Num	Name	Memo	Class	Amount
Expense						
86-2060-COMMUNICATIONS						
INTERNET SERVICE						
Comcast						
Check	06/17/2016		Comcast	8155300570124362/815530057003...	District	80.71
	Total Comcast					80.71
	Total INTERNET SERVICE					80.71
TELEPHONE						
ATT						
Check	06/28/2016		AT&T	96075541735558/0301538359001/0...	District	141.38
	Total ATT					141.38
ECG						
Check	06/10/2016		ECG Enhanced Comm...	2319611	District	14.50
	Total ECG					14.50
	Total TELEPHONE					155.88
	Total 86-2060-COMMUNICATIONS					236.59
86-2120-MAINTENANCE EQUIPMENT						
Vehicle Maintenance						
8162						
Check	06/13/2016	4304	Fort Bragg Diesel	22229	District	983.91
	Total 8162					983.91
8190						
Check	06/24/2016	4309	Fort Bragg Diesel	22562	District	888.62
Check	06/24/2016	4309	Fort Bragg Diesel	22563	District	2,727.09
	Total 8190					3,615.71
8199 Jet Ski						
Check	06/01/2016	4297	SPIRD DENDRIONS		District	1,865.00
Check	06/24/2016	4310	Northbay Motorsport		District	1,944.36
	Total 8199 Jet Ski					3,809.36
	Total Vehicle Maintenance					8,408.98
86-2120-MAINTENANCE EQUIPMENT - Other						
Check	06/24/2016	4309	Fort Bragg Diesel	22561 new seagrave	District	2,658.50
	Total 86-2120-MAINTENANCE EQUIPMENT - Other					2,658.50
	Total 86-2120-MAINTENANCE EQUIPMENT					11,067.48
86-2130-MAINTENANCE STRUCTURES						
Station 810						
Check	06/24/2016	4311	WEST COAST LANDS...	FENCE REPAIR	District	725.00
Check	06/24/2016	4311	WEST COAST LANDS...		District	225.00
	Total Station 810					950.00
Station 811						
Check	06/24/2016	4311	WEST COAST LANDS...		District	275.00
	Total Station 811					275.00
Station 812						
Check	06/24/2016	4311	WEST COAST LANDS...		District	475.00
	Total Station 812					475.00
Station 813						
Check	06/24/2016	4311	WEST COAST LANDS...		District	200.00
	Total Station 813					200.00

Albion Little River Fire Protection District
Revenue & Expenses Detail
 June 2016

Type	Date	Num	Name	Memo	Class	Amount
Station 815						
Check	06/24/2016	4311	WEST COAST LANDS...		District	230.00
Total Station 815						230.00
Total 86-2130-MAINTENANCE STRUCTURES						2,130.00
86-2140-MEDICAL, LAB SUPPLIES						
Gasses						
Eureka Oxygen						
Check	06/13/2016	4305	Eureka Oxygen Co		District	116.60
Total Eureka Oxygen						116.60
Total Gasses						116.60
Total 86-2140-MEDICAL, LAB SUPPLIES						116.60
86-2170-DISTRICT OFFICE SUPPLIE						
Paper, Ink, Materials						
Check	06/13/2016	4307	Sara Spring	Ink	District	86.99
Total Paper, Ink, Materials						86.99
Total 86-2170-DISTRICT OFFICE SUPPLIE						86.99
86-2181-AUDITING & FISCAL SERVI						
Bookkeeping Services						
Check	06/08/2016	4300	Sara Spring		District	621.25
Total Bookkeeping Services						621.25
Total 86-2181-AUDITING & FISCAL SERVI						621.25
86-2189-PROFESIONAL & SPECIAL S						
Check	06/13/2016	4306	Terry N. Gross	May 2016	District	516.00
Total 86-2189-PROFESIONAL & SPECIAL S						516.00
86-2250-TRANSPORTATION & TRAVEL						
Check	06/13/2016	4299	ARROW PIERCE	2015 MILEAGE	District	200.10
Total 86-2250-TRANSPORTATION & TRAVEL						200.10
86-2260-UTILITIES						
PG&E						
Check	06/08/2016		PG&E	0210095100-9	District	155.80
Total PG&E						155.80
Thompson Septic Service						
Check	06/13/2016	4303	Thompson's PortaSepti...	2033 812 AND 811 MAY	District	196.10
Check	06/24/2016	4312	Thompson's PortaSepti...	2136 812 AND 811 JUNE	District	196.10
Deposit	06/30/2016	1046	Donation Account	to cover months of 811 porta potty -...	District	-490.25
Total Thompson Septic Service						-98.05
Total 86-2260-UTILITIES						57.75
86-3113-PAYMNTS TO GOVT AGENCIE						
COUNTY ASSESSOR-TAX ASSESSMENT						
Check	06/01/2016	4298	Mendocino County Ass...	Tax assessment report	District	71.50
Total COUNTY ASSESSOR-TAX ASSESSMENT						71.50
Total 86-3113-PAYMNTS TO GOVT AGENCIE						71.50

8:17 PM

08/05/16

Accrual Basis

Albion Little River Fire Protection District
Revenue & Expenses Detail
June 2016

Type	Date	Num	Name	Memo	Class	Amount
86-4370-EQUIPMENT (PURCHASE)						
Firefighting Equipment						
HOSE						
Check	06/13/2016	4302	L.N Curtis & Sons	FIRE HOSE	District	16,768.15
						<u>16,768.15</u>
						Total HOSE
						<u>16,768.15</u>
						Total Firefighting Equipment
						<u>16,768.15</u>
						Total 86-4370-EQUIPMENT (PURCHASE)
						<u>16,768.15</u>
						Total Expense
						<u>31,872.41</u>
						<u>-31,872.41</u>



The Board of Directors of the Albion Little River Fire Protection District wishes to thank all participants who helped make this year's annual barbeque fundraiser another resounding success. Special thanks goes to the Albion Little River Fire

Auxiliary for hosting the event once again and to all the volunteers who worked to help make the event possible. The Directors also wish to thank our constituents and members of the public who so generously shared their time and donations and took the opportunity to meet, greet, and get to know some of their neighbor firefighters who dedicate so much of their time to be ready to respond to any emergency any time.

PROPOSED TAX REVENUE AND APPROPRIATIONS BUDGET REVISION FOR FISCAL YEAR 2016-2017

To be considered for adoption

at a regular meeting of the Albion Little River Fire Protection District August 10, 2016

DISTRICT NAME: ALBION LITTLE RIVER FIRE PROTECTION

FUND NUMBER: 341

TOTAL ESTIMATED REVENUE FOR 2016-2017 \$261,713.00

FUND BALANCE AS OF 6/30/16 \$368,290.00

TOTAL TAX FUNDS AVAILABLE FOR APPROPRIATIONS IN 2016-2017 **\$630,003.00**

(Appropriations must not exceed this amount)

ESTIMATED REVENUE

821110	CURRENT SECURED TAX	\$77,691.00
821120	CURRENT UNSECURED TAX	\$2,555.00
821130	SB 813 SUPPLEMENTAL TAX	\$397.00
821220	PRIOR UNSECURED TAX	\$74.00
821300	SPECIAL TAX (FIRE ASSESSMENTS)	\$180,000.00
821600	TIMBER TAX	\$265.00
824100	INTEREST	\$0.00
825481	HOMEOWNERS PROPERTY TAX RELIEF	\$731.00

TOTAL ESTIMATED REVENUE **\$261,713.00**

APPROPRIATIONS

CONTINGENCIES

860010	MEASURE M CONTINGENCY RESERVE	\$60,000.00
860011	SPECIAL CONTINGENCY RESERVE (DEBT COLLATERAL)	\$42,824.78

TOTAL CONTINGENCY RESERVE **\$102,824.78**

SALARY & BENEFITS

861014	MISCELLANEOUS EMPLOYEE BENEFITS	\$2,000.00
861035	WORKERS COMPENSATION INSURANCE	\$9,340.00

TOTAL SALARY & BENEFITS **\$11,340.00**

SERVICES & SUPPLIES

862050	CLOTHING & PERSONAL ITEMS	\$15,000.00
862060	COMMUNICATIONS	\$2,500.00
862080	FOOD	\$1,000.00
862101	INSURANCE - GENERAL	\$9,268.00
862120	MAINTENANCE - EQUIPMENT	\$35,000.00
862130	MAINTENANCE - STRUCTURES & GROUNDS	\$3,500.00
862140	MEDICAL, DENTAL & LAB SUPPLIES	\$5,000.00
862150	MEMBERSHIPS	\$1,300.00
862170	OFFICE EXPENSE	\$2,500.00
862181	AUDITING & FISCAL SERVICES	\$15,000.00
862185	MEDICAL, DENTAL SERVICES	\$1,500.00
862187	EDUCATION & TRAINING	\$7,500.00
862189	PROFESSIONAL & SPECIAL SERVICES - OTHER	\$25,000.00
862210	RENTS & LEASES BUILDINGS & GROUNDS	\$54.00
862220	SMALL TOOLS & INSTRUMENTS	\$5,000.00
862231	ELECTION SUPERVISION & SERVICES	\$500.00
862250	TRANSPORTATION & TRAVEL	\$15,000.00
862260	UTILITIES	\$5,000.00

TOTAL SERVICES & SUPPLIES **\$149,622.00**

PROPOSED TAX REVENUE AND APPROPRIATIONS BUDGET REVISION FOR FISCAL YEAR 2016-2017

To be considered for adoption

at a regular meeting of the Albion Little River Fire Protection District August 10, 2016

OTHER APPROPRIATIONS		
863113	PAYMENTS TO OTHER GOVERNMENT AGENCIES	\$1,600.00
863310	INTEREST	\$21,068.47
863311	PRINCIPAL	\$16,431.53
864360	STRUCTURES & IMPROVEMENTS	\$140,000.00
864370	EQUIPMENT	\$77,824.78
TOTAL OTHER APPROPRIATIONS		\$256,924.78
TOTAL APPROPRIATIONS		\$520,711.56
EXCESS OF ESTIMATED REVENUE OVER/UNDER APPROPRIATIONS		\$109,291.44

Creative Public Safety Funding Solutions

Fire and Police Chiefs, as well as Public Safety Administrators, are accustomed to navigating through dynamic revenue environments, rising labor cost, and fluctuating reserves. Holman Capital Corporation creates financial flexibility through providing ideas and capital to fund your equipment, facility, infrastructure, and pension obligation cost quickly and efficiently. Our financing solutions create cash flow and financial flexibility to assist you with responding to the next challenge.

The Holman Capital Advantage

- Public Safety Finance Expertise
- 100% Financing
- Flexible Payments
- Low Cost of Issuance
- BQ / NBQ Issues
- Tax-Exempt and Taxable Rates
- Fixed and Floating Structures
- Escrow Funding
- Extended Rate Locks
- Simplified Documentation
- Financing up to \$100 Million
- Quick Funding

Financing Structure

- Master Lines of Credit
- Lease Purchase Agreements
- Operating Leases
- Short Term Funding
- General Obligation Issues
- Pension Obligation Debt

Who We Finance

- Cities
- Fire Districts
- State Agencies
- Joint Public Safety Authorities
- Counties
- Volunteer Fire Authorities
- Federal Government
- Offices of Education

What We Finance

Capital Equipment and Technology:

- Fire Trucks
- Computer Hardware and Software
- 911 Communication Systems
- Maintenance Equipment
- Vehicles
- Telecommunications
- Furniture and Fixtures
- Aircraft

Facilities:

- Fire Stations
- Police Stations
- Administrative Facilities
- Transportation Garages
- Training Facilities

Infrastructure:

- Energy Performance Contracting
- Renewable Energy
- Central Plants

A Partner You Can Count On

Holman Capital Corporation is a results driven firm built on the foundation and belief that experience, knowledge, creativity and reliability are the essential components to establishing a sustainable and value added relationship.

Contact Us

Contact our finance specialist to learn more about our financing solutions.

Lance S. Holman
President & CEO

29883 Santa Margarita Pkwy, Ste 100
Rancho Santa Margarita, CA 92688
Phone: (949) 981-0237

www.HolmanCapital.com

Lance.Holman@HolmanCapital.com



Creative Public Sector Funding Solutions

by Lance Holman

Across the country, municipalities are focusing on tax-exempt lease purchase financings and installment sale agreements as alternatives to traditional bonds. As a reflection of diverse needs of cities, these transactions range in size from \$100,000 to \$100 Million and we're seeing more of them all the time. In fact, the private placement investment market is estimated at over \$20 Billion annually and growing.

One of the reasons for this expanding market is that tax-exempt capital leases and installment sale agreements offer simplicity, flexibility, speed, and attractive rates. Consider the differences between private placements and traditional bonds:

Private Placements	Traditional Bonds
<ul style="list-style-type: none"> • Single Investor • Transactions up to \$100 Mil. • Payment Flexibility • Minimal Transaction Fees • Competitive Rates • Financing Terms up to 20 Yr. • Low Interest Rate Risk • Quick Funding 	<ul style="list-style-type: none"> • Multiple Investors • Transactions \$10 Mil. Plus • Less Payment Flexibility • High Transactional Fees • Competitive Rates • Financing Terms up to 30 Yr. • Higher Interest Rate Risk • Longer Funding Cycle

When considering a private placement, cities have two main options: Lease Purchase Financing and Installment Sale Agreements.

Lease Purchase Financing

Lease purchase financing allows the borrower to acquire essential purchase assets or refinance existing obligations and spread the payments over the asset's useful life. This strategy preserves valuable cash and enables the municipality to do more with its resources.

There are two types of lease purchase financing structures:

1) Non-Appropriation Lease– Under this structure, the municipal governing body appropriates the payment due to the investor each fiscal year. In the event of non-appropriation, the lessee must return the asset back to the investor and pay any remaining funds that have been appropriated, but have not been paid for the current fiscal year. The risk is mitigated through funding projects with high essentiality and good underlying financial fundamentals.

ASSET OPTIONS	
<p>Capital Equipment</p> <ul style="list-style-type: none"> • Aircraft • Vehicles • Energy Conservation Projects 	<p>Technology</p> <ul style="list-style-type: none"> • Phone System • Computers • 911 Systems
<p>Infrastructure</p> <ul style="list-style-type: none"> • Central Plants • Solar Facilities • Pipelines 	<p>Real Property</p> <ul style="list-style-type: none"> • Admin Facilities • Court Houses • Public Works Yards

2) Abatement Lease (used only in California and Indiana)– With this style of financing, the municipality has an unconditional obligation to make the scheduled payment(s) to the Investor during the financing period as long as it has use of the asset. This structure is primarily used for real property transactions, but is applicable to equipment financings. The lease payments are abated provided that the municipality has substantial interference or loss of use of the asset.

With an abatement lease, the investor reduces risk by requiring the lessee to maintain rental interruption insurance during the term of the financing, which will require the third-party insurance carrier to make payments during the asset rehabilitation period. Once the building is rehabilitated or the equipment is operational again, the municipality must resume making the remaining payments. Most importantly, the payment stream is not interrupted.

Installment Sale Agreements

Installment sale agreements are similar to lease purchase financing in that they allow the borrower to finance equipment, infrastructure, or real property over the useful life of the asset. Whereas lease purchase financing is secured by the underlying collateral, installment sale agreements are secured by the municipality's enterprise fund, such as water, sewer, or electricity. The borrower will covenant to raise rates, fees, and use all legally available funds to maintain a specified debt service coverage ratio.

Creative Public Sector Funding Solutions

by Lance Holman

Private Placements Considerations

A few things to consider with private placements are payment flexibility, asset ownership, default risk, investors, improved municipal purchasing power deriving from lower tax exempt rates, and budget optimization.

Payment Flexibility

Private placement financing can be structured with monthly, quarterly, semi-annual, or annual payments to match the seasonal fluctuation of revenues. Through making more frequent payments, such as quarterly, the municipality can lower its overall interest cost, which flows directly to the bottom line.

Asset Ownership

Title to the equipment, facilities, or infrastructure is typically held by the borrower. The investor is secured by a UCC filing or leasehold interest in the asset. Upon completion of the scheduled payments, the lien is released and the municipality owns the asset free and clear.

Investors

Banks, insurance companies and funds are the primary investors. Each institution has their own unique investment criteria with some focusing on specific assets while others may emphasize longer financing terms, or a specific region of the country. Interest rates are determined by the asset type, financing term, and underlying financial strength of the municipality.

Lower Tax Exempt Rates

Section 103 of the Internal Revenue Code allows interest expense to the investor to become exempt from federal taxation. Overall, municipal governments are able to reduce their interest expense by approximately 1/3 while providing the investor with an attractive after-tax return.

Additionally, most states exempt the interest income on debt and capital leases originated by municipalities within their states. This translates into even lower borrowing rates, which enables the municipality to have more purchasing power.

Optimizing Your Budget

Municipalities can maximize their project funding options by combining their federal & state grants and cash reserves with lease purchase financing or installment sale agreements to acquire more essential purpose assets such as vehicles, computers, energy conservation projects etc.

An Example

Consider a municipality in the United States that is looking to acquire five fire trucks. Though the city recognizes the need for the equipment, the council does not want to deplete its budget reserves.

The municipality can finance the fire truck acquisition with a tax-exempt lease purchase financing, while funding personnel, maintenance, and insurance expenses from its cash reserves. By doing so, the municipality aligns the fire truck's economic useful life with an equivalent financing term of 10-15 years to lower its payment and still have ample funds for its operating expenses. The rainy day fund is safe and sound, while employee productivity and morale remain high.

Transaction Process Management

In order to deliver capital quickly and efficiently, it is important to streamline the necessary steps of project discovery, credit review, and documentation. The right financing partner will guide the city through the process, drawing from their experience to deliver the financing package that is right for them. Always complete your due diligence to pick the right partner.

In Conclusion

Municipalities are uniquely positioned to take advantage of private placements to acquire essential assets. Lease purchase financing and installment sale agreements allow the borrower to fund new acquisitions and refinance existing assets for general fund and enterprise fund operations. They both offer competitive rates, payment flexibility, low cost of issuance, and quick funding. Overall, lease purchase financing and installment sale agreements are valuable tools for municipalities to expand their resources and meet its strategic objectives with greater ease and simplicity.

By
Lance S. Holman
President & CEO
Holman Capital Corporation
(949) 981-0237
Lance.Holman@HolmanCapital.com
www.holmancapital.com

ALRFPD Strategic Planning Project Board Report

July 2016

Submitted by: Heather Paulsen, Facilitator/Consultant

Background

In April 2016, ALRFPD received a grant from The Community Foundation of Mendocino County to engage in an organizational development and strategic planning process. ALRFPD retained the services of Heather Paulsen Consulting to facilitate two workshops and to produce a Strategic Plan document in partnership with ALRFPD.

The first workshop is to focus on organizational development with the ALRFPD Board, and the second workshop is to engage the Board and a broad group of stakeholders to develop a Strategic Plan for ALRFPD. The Strategic Plan is to be a “living” document that will be used to guide future decisions and that can support ALRFPD’s grant seeking efforts and maintain compliance with requirements set forth by ALRFPD’s insurers. Prior to the workshops, a set of questions will be sent to key stakeholders to ensure broad input into the Strategic Plan.

A monthly Status Report (this document) will be provided to the ALRFPD Board each month by Heather Paulsen Consulting, via ALRFPD’s designated project manager, Michael Issel.

Project Status –July 2016

The second Steering Committee meeting was held on July 22, 2016. Participants were: Michael Issel, Chris Skyhawk, Greg Schellhase and Chuck Greenberg. The following items were discussed (please see attachments for full details):

- Update on Board structure and Steering Committee membership
- Review of Board Member Questionnaire & Logistics
- Logistics for Workshop 1 (organizational development workshop)
- Review of Draft Agenda for Workshop 1
- Development of Key Stakeholder list for Stakeholder Questionnaire and Workshop 2
- Next Steps

We added two additional members to the Steering Committee (Chuck Greenberg and Rod Lorimer) in July.

During the next Steering Committee meeting, we will finalize our list of key stakeholders and the Questionnaires that will be sent to the stakeholders.

Attachments to this Status Report:

- Steering Committee meeting minutes, 7/22/16
- Draft Board Member Questionnaire
- Draft Agenda for Workshop 1
- Draft Key Stakeholder List

ALRFPD Strategic Planning Project Steering Committee Meeting

4:00pm Friday, 22 July @ Station 810
33900 West Street, Albion - located Behind Albion Grocery Store

Participants: Facilitators: Heather Paulsen, Donna Schuler
Members Invited: Chris Skyhawk, Mike Issel, Ted Williams
Greg Schellhase, Carolyn Latkin, Chuck
Greenberg, Rod Lorimer

Minutes

Present: Mike Issel, Greg Schellhase, Chuck Greenberg, Heather Paulsen,
Donna Schuler, Chris Skyhawk

- I. Introductions and Check-In **DONE**
- II. Update on ALRFPD Board structure and Steering Committee membership **DONE**
- III. Review of the Board Member Questionnaire (for Workshop 1)
 - a. Distribution of the Board Member Questionnaire
 - b. Deadline for return of Board Member Questionnaire (to be returned directly to HP Consulting, PO Box 1552, Fort Bragg, CA 95437)
Notes: The purpose of the Board Member Questionnaire was discussed, and the document reviewed. Minor changes to wording (for clarification) were suggested. The Steering Committee decided that the Board Member Questionnaire should be distributed via email to all Board members by Heather Paulsen, and that addressed/stamped envelopes will be left in Board members' inboxes at Station 810. The intent is that confidentiality will be assured by having individuals mail the completed Questionnaires directly to the facilitators. The deadline for return of the Board Member Questionnaire is August 9, 2016.
- IV. Logistics for Workshop 1
 - a. Retreat vs. posted/open to the public
 - b. Location for Workshop 1
 - c. Restricted invitation list (Board members only?)
 - d. Target date for Workshop 1
Notes: The Steering Committee discussed that it would be ideal if Workshop 1 could be conducted as a Board retreat, not open to the public if allowed by the Brown Act, for maximum candor. Chris Skyhawk will ask for the opinion of ALRFPD's general counsel to see if this is permissible. Location options were discussed, including the

Albion Schoolhouse, Little River Inn, the Woods, Ledford House, and a non-Board member home. These options will be explored and the final decision made at a later date.

Heather Paulsen will send a Doodle Poll to all Board members to find an available date between August 21-28, 2016 (from 9:00 a.m. to 1:00 p.m. with food provided at noon). It is vital that all 5 Board members attend the full workshop for it to be effective.

- V. **Review of draft agenda for Workshop 1**
Notes: The draft agenda for Workshop 1 was reviewed in detail, including discussion of how the Board Member Questionnaire will inform the content of the workshop. It was noted that it might make sense to divide the workshop into two sessions to give ample time for important discussions. The Steering Committee expressed a desire to maximize the effectiveness of this opportunity for Board development. The decision to conduct the workshop in one or two sessions (becoming Workshop 1a and 1b) will be made after the facilitators analyze the results of the Board Member Questionnaire. Heather Paulsen will provide an estimate for the facilitators' time for a Workshop 1b to Chuck Greenberg, who offered to help find ways to fund it.
- VI. **Develop Stakeholder ID list for Stakeholder Questionnaire & Workshop 2**
Notes: The preliminary list of Key Stakeholders was provided to Steering Committee members. Each Steering Committee member is to add names and contact info to the list, and indicate whether the Stakeholder should receive Questionnaire 2, an invitation to Workshop 2, or both.
- VII. **Next Steps & Date for next Steering Committee meeting**
Notes: Next steps include Confirmation/denial of a Retreat possibility (Chris); Revision and distribution of Board Member Questionnaire (Heather); Distribution of Doodle Poll to find available date for Workshop 1 (Heather); and Preparation of an estimate for a potential Workshop 1b (Heather & Donna).
- The next Steering Committee meeting date will be determined via email or Doodle Poll. The focus of the next Steering Committee meeting will be review of the Strategic Planning Questionnaire for Key Stakeholders, and finalizing the list of Key Stakeholders.
- VIII. **Other discussion items? None.**
- IX. **Adjourn**