

District Board Members

Blane Maynor- Vice President
Division 1
Nicole Johnson
Division 2
Randy Mendosa - President
Division 3
Eric Loudenslager
Division 4
David Rosen
Division 5



District Staff

Justin McDonald
Fire Chief
Becky Schuette
Clerk of the Board

Regular Board Meeting March 8, 2022 5:30 PM Location: *Remote Via Zoom*

Special Notice On September 16, 2021, Governor Newsom signed AB 361, which modified the Brown Act to allow for teleconferencing participation at local legislative body public meetings during a proclaimed state of emergency. As urgency legislation, this law took effect immediately. Pursuant to Government Code §54953(e)(1)(B), the Arcata Fire Protection District will conduct its October 12, 2021, meeting by Zoom. Therefore, Directors, staff and members of the public will attend this meeting via teleconference, as provided below.

You may join from a smart device or computer by copy and pasting this link into your web browser: <https://us02web.zoom.us/j/551748203>
Meeting ID: 551 748 203

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE - Suspended for virtual meetings

ATTENDANCE & DETERMINATION OF QUORUM

APPROVAL OF AGENDA

PUBLIC COMMENT/ASSOCIATION REPORTS

Pg. 4

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 et seq.) and may be limited to three (3) minutes for any person addressing the Board. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.

- Senior Management Group
- Local 4981
- Arcata Volunteer Firefighters Association

Pg. 5

CONSENT CALENDAR

Pg. 6

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

1. Minutes from February 8, 2022, Special Meeting Pg. 7
2. February 2022 Financial Report Pg. 11
3. Renewal of Adoption of Resolution 21-247 for an Additional 30 Days, Making Findings Pursuant to Government Code Section 54953, As Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings Pg. 24
 - a. Attachment 1 - Resolution 21-247 Pg. 25
4. Approve Correction to Previously Adopted Resolution 22-225 with Exhibit A Pg. 30
 - a. Attachment 1 - Corrected Resolution 22-255 with Exhibit A Pg. 31
5. Approval of Resolution 22-256 Adopting an Updated Records Management Policy Manual and Retention Schedule Pg. 33
 - a. Attachment 1 - Resolution 22-256 with Exhibit A Pg. 34
6. Employment Contract Renewal - Fire Chief Pg. 50
 - a. Attachment 1 - Original Contract Effective 06/14/16 Pg. 51
 - b. Attachment 2 - Contract Amendment #1 with Exhibit B Pg. 73
7. Adopt Resolution 22-257 with Exhibit A, Adopting a New Master Salary Schedule Effective February 7, 2022 Pg. 80

CORRESPONDENCE & COMMUNICATIONS

Pg. 82

1. Public Correspondence
2. Committee Reports
 - a. Arcata Station Committee (*Mendoza, Maynor*)
 - b. Arcata General Plan & Gateway Area Plan Committee (*Loundenslager, Mendoza*)
 - i. Attachment 1 - Memo Response to David Loya, City of Arcata Pg. 83
3. Fire Chief's Monthly Report Pg. 85
4. Director Matters

DISTRICT BUSINESS

Pg. 90

1. Receive LAFCo presentation and Consider the Possibility of the Annexation of the Upper Jacoby Creek Community and Fickle Hill Area Into the Fire District Pg. 91
2. Consider and Authorize a Request for Proposal for Audit Services Pg. 93
 - a. Attachment 1 - Draft Request for Proposal Pg. 94
3. Consider Approval of the Fiscal Year 2021/22 Mid-Year Amended Budget Pg. 99
 - a. Attachment 1 - Draft Mid-Year Budget for Fiscal Year 2021/22 Pg. 101
4. Performance Goals for Fiscal Year 2021/22 for the Fire Chief Pg. 108

CLOSED SESSIONS

At any time during the regular session, the Board may adjourn to closed session to consider existing or anticipated litigation, liability claims, real property negotiations, license and permit determinations, threats to security, public employee appointments, personnel matters, evaluations and discipline, labor negotiations, or to discuss with legal counsel matters within the attorney-client privilege.

1. Conference with Labor Negotiator (Gov. Code Section 54957.6)
Employee Organization: *Local 4981*
Agency designated representative: *District Counsel Jack Hughes*
2. Conference with Real Property Negotiators (Gov. Code Section 54956.8)
Property: *APN: 021-041-002-000, 631 9th Street, Arcata*
Agency Negotiators: *Director Randy Mendoza and Director Blaine Maynor*
Under Negotiation: *Price and Terms of Payment*

ADJOURNMENT

Next Regular Board Meeting is scheduled for April 12, 2022, at 5:30 pm.

Prepared by: *Becky Schuette, Clerk of the Board*

The Arcata Fire Protection District ("District"), in compliance with the Americans with Disabilities Act ("ADA"), individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, shall make their request by calling (707)825-2000, no later than 48 hours in advance of the scheduled meeting time. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority of, or all, the Board in advance of a meeting may be viewed at 2149 Central Avenue, McKinleyville, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Board Secretary, at (707) 825-2000.

The meeting agenda is posted at least 72 hours in advance of regular scheduled meetings, at the following locations:

- *District's Headquarters' Building, 2149 Central Avenue, McKinleyville, CA 95519*
- *Arcata Downtown Station, 631 9th Street, Arcata, CA 95521*
- *Mad River Station, 3235 Janes Road, Arcata, CA 95521*
- *The Arcata Fire Protection District website: www.arcatafire.org*