

## MINUTES

*Regular Board Meeting*

*April 12, 2022*

*5:30 p.m.*

*Location: Remote Via Zoom*

### **Board of Directors**

*Randy Mendosa (Division 3) - President, Blaine Maynor (Division 1) - Vice-President,*

*Nicole Johnson (Division 2) - Director, Eric Loudenslager (Division 4) - Director*

*David Rosen (Division 5) - Director*

### CALL TO ORDER

The regular session of the Board of Directors for the Arcata Fire District was called to order by President Randy Mendosa at 5:34 pm.

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance has been suspended during Shelter in Place.

### ATTENDANCE AND DETERMINATION OF A QUORUM

The meeting continued with a quorum and the following were present remotely via zoom: President Randy Mendosa, Vice President Blaine Maynor, Director Eric Loudenslager, and Director David Rosen. Director Nicole Johnson was absent.

Additional District administrative staff included Fire Chief Justin McDonald, Assistant Chief Sean Campbell, and Board Secretary Becky Schuette.

### APPROVAL OF AGENDA

It was moved to approve the agenda.

**Motion:** Maynor; Second: Loudenslager

**Roll Call: Ayes;** Loudenslager, Maynor, Rosen, and Mendosa. **Absent;** Johnson  
Motion Carries

### PUBLIC COMMENT

President Mendosa called for public comments and the following person commented:  
Marianne Bithell

Senior Management Group – Nothing to report.

Local 4981 – President Marcus Lillard reported they will be leading a training with Blue Lake Volunteers at Mad River tonight. Driver Operator Training was occurring this week as well.

Arcata Volunteer Firefighters Association (AVFA) – President Roy Willis reviewed his submitted report aloud.

## **CONSENT CALENDAR**

1. Minutes from March 8, 2022, Regular Meeting
2. Minutes from March 24, 2022, Special Meeting
3. March 2022 Financial Report
4. 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
5. Adoption of Resolution 22-260 with Exhibit A Approving the Memorandum of Understanding Between the Arcata Fire Protection District and the Arcata Firefighters Local 4981
6. Adoption of Resolution 22-261 with Exhibit A, Approving the Updated Master Salary Schedule
7. Adoption of Resolution 22-262 Approving a Non-Charter Membership Agreement and Approving the Form and Authorizing the Execution and Delivery of Certain Financing Documents for the Purpose of Purchasing a New Fire Engine, and Authorizing Other Related Actions in Connection Therewith
8. Adoption of Resolution 22-258 with Exhibit A, Authorizing the Destruction of Certain Fire District Records

President Mendosa reviewed the consent items aloud.

Director Rosen requested Item 7 be removed from the Consent Calendar.

It was moved to approve the consent calendar minus Item 7.

**Motion:** Loudenslager; Second: Maynor

**Roll Call: Ayes;** Loudenslager, Maynor, Rosen and Mendosa. **Absent;** Johnson  
Motion Carries

President Mendosa requested a staff report for Item 7 and Chief McDonald briefly reported on the topic that had been approved during the Special Meeting the previous week. There was a lengthy discussion about the loan versus lease agreement language in the agreement document, the requirements relating to the Non-Charter Membership Agreement and clarification that California Municipal Public Financing Authority who was purchasing the engine on behalf of the District.

It was moved to adopt Resolution No. 22-262 approving a non-charter membership agreement and approving the form and authorizing the execution and delivery of certain financing documents for the purpose of purchasing a new fire engine and authorizing other related actions in connection therewith.

**Motion:** Maynor; Second: Mendosa

**Roll Call: Ayes;** Loudenslager, Maynor, and Mendosa. **Nays;** Rosen **Absent;** Johnson  
Motion Carries

## **CORRESPONDENCE & COMMUNICATIONS**

1. Public Correspondence – President Mendosa briefly reviewed the correspondence aloud. There were no additional comments from the Board or the public.

2. Committee Reports:

a. Arcata Station Rent Committee (*Mendoza, Maynor*) – President Mendoza advised the topic would be considered during closed session.

b. Arcata General Plan & Gateway Area Plan Committee (*Loudenslager, Mendoza*) – Director Loudenslager queried if the District had received a response or direction for the plan and our involvement at this point. Chief McDonald will follow up with the City during a future meeting on a different topic.

3. Fire Chief's Monthly Report – Chief McDonald reviewed his monthly report aloud and answered a few brief questions from the Directors.

4. Director Matters – There were none.

## **DISTRICT BUSINESS**

**1. Approval of Corrected Resolutions 21-231 and 22-257 Adopting the Corrected Exhibit A, the Updated Master Salary Schedule:** Chief McDonald reviewed his staff report aloud.

There were no questions from the Board or the public.

It was moved to re-adopt Resolutions 21-231 and 22-257 with the correct exhibit.

**Motion:** Maynor; Second: Loudenslager

**Roll Call: Ayes;** Loudenslager, Maynor, Rosen and Mendoza. **Absent;** Johnson  
Motion Carries

**2. Consider Updating the Fire Prevention Bureau Hourly Rates:** Chief McDonald reviewed his staff note aloud.

Several of the Directors had questions for the Chief which were answered providing clarification on actual time spent, the difference in what the Inspector is doing compared to what the Fire Marshal is doing and that the work performed is covering costs, not earning the District money.

The following member of the public made comments:

Marianne Bithell

It was moved to approve the increase in the Fire Prevention Bureau Hourly Rates to take effect January 1, 2023.

**Motion:** Maynor; Second: Mendoza

**Roll Call: Ayes;** Loudenslager, Maynor, Rosen and Mendoza. **Absent;** Johnson  
Motion Carries

President Mendoza called for a short 5-minute recess at 6:58 pm.

The meeting reconvened at 7:06 pm.

President Mendoza waited for Director Rosen to rejoin the meeting and he did so at 7:10 pm, at which time District Business Item 3 was called.



**3. Consider Authorization to Renew the Agreement for Consulting Services with CalMuni Advisors and Authorize the Fire Chief to Sign the Agreement:** Chief McDonald reviewed his staff report aloud.

Upon a query, the Board was provided confirmation from the Chief that CalMuni Advisors is in no way affiliated with California Municipal Public Financing Authority who was purchasing the fire engine. He also confirmed that the fees for the contract would be included in the budget.

There were no additional questions from the Board or the public.

It was moved to authorize the agreement for consulting services with CalMuni and authorize the Fire Chief to sign the agreement for assistance in developing financial plans for the Fire District.

**Motion:** Loudenslager; Second: Maynor

**Roll Call: Ayes;** Loudenslager, Maynor, and Mendosa. **Nays;** Rosen. **Absent;** Johnson  
Motion Carries

**4. Discussion and Consideration Regarding Returning to In-Person Board Meetings in May:** Chief McDonald reviewed his staff report aloud. He added that the Humboldt County Board of Supervisors may potentially be rescinding the local emergency next week.

Chief McDonald requested District Counsel Ryan Plotz to weigh in regarding the agencies returning as hybrid. Attorney Plotz advised that many local agencies had purchased the infrastructure for remote meetings, however, also intended to continue with the hybrid option for attendees. He went onto report that most agencies are also requiring that the Board Members be present in person and that the hybrid option was for public access.

Following the comments by Attorney Plotz, the Directors discussed the increase in public attendance for Fire District meetings and a hope that it would continue if the District was able to offer a hybrid model. There was further discussion regarding the Governor's order and new strains of Covid that could affect returning to in person meetings.

There was no action taken, however the Chief was directed to research facilities and costs for hybrid locations that the District could utilize and report back to the Board at the next meeting.

### **CLOSED SESSIONS**

**Conference with Real Property Negotiators** (Gov. Code Section 54956.8)

Property: *APN: 021-041-002-000, 631 9<sup>th</sup> Street, Arcata*

Agency Negotiators: *Director Randy Mendosa and Director Blaine Maynor*

Under Negotiation: *Price and Terms of Payment*

President Mendosa adjourned to closed session at 7:37 pm.

The meeting resumed at 8:07pm.

Report out of closed session by President Mendosa; There was nothing to report.

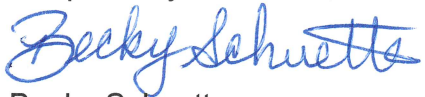
**ADJOURNMENT**

Following a motion, President Mendosa adjourned the meeting at 8:07 pm.

**Motion:** Maynor; **Second:** Loudenslager

The next Regular Meeting is scheduled for **May 10, 2022, at 5:30 pm.**

Respectfully submitted,



Becky Schuette,  
Clerk of the Board