

District Board Members

Blaine 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
August 9, 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 June 14, 2022, Regular Meeting Pg. 7
2. June 2022 Financial Report Pg. 12
3. July 2022 Financial Report Pg. 25
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 Pg. 37
5. Adoption of Resolution 22-268 with Exhibit A, Confirming the Biennial Review of the Conflict of Interest Code Pg. 47
 - a. Draft Updated Conflict of Interest Code with "Track Changes" Pg. 48
 - b. Resolution 22-268 with Exhibit A Pg. 60
6. Update Signers for the Arcata Fire District's Accounts with Coast Central Credit Union and the County of Humboldt Treasury Accounts Pg. 73
 - a. Attachment 1 - Auditor Controller Authorized Signers Signature Page Pg. 74
7. Adoption of Resolution 22-269 Amending Exhibit A Adopted in Resolution 21-241 Approving Exemptions to Specific Parcels for the 2006 Benefit Assessment and 2020 Special Tax (Measure F) Pg. 75

CORRESPONDENCE & COMMUNICATIONS

Pg. 80

1. Public Correspondence
 - a. Consolidation Joint Letter Notice from FAIRA Pg. 81
2. Committee Reports
 - a. Arcata Station Committee (*Mendoza, Maynor*)
 - b. Arcata General Plan & Gateway Area Plan Committee (*Loundenslager, Mendoza*)
 - c. *Measure F Committee*
3. Fire Chief's Monthly Report Pg. 85
4. Director Matters

DISTRICT BUSINESS

Pg. 91

1. Board Discussion Regarding the Potential Impacts from the Cal Poly Humboldt Buildout Pg. 92
2. Consider Contracting with InterWest Insurance Services for Risk Management Consulting Services Pg. 93
 - a. Attachment 1 - Service Fee Agreement Pg. 94
3. Consider and Discuss Updates to Station Signage and Vehicle Logos Pg. 97

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.

There is no closed session scheduled.

ADJOURNMENT

Next Regular Board Meeting is scheduled for September 13, 2022, at 5:30 pm.

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*

Public Comment & Association Reports



ARCATA VOLUNTEER FIREFIGHTERS ASSOCIATION, INC.

2149 Central Avenue
McKinleyville, California 95519
(707) 825-2000

Date: 8/9/2022 MONTHLY ACTIVITY REPORT
To: Board of Directors, Arcata Fire District
From: Arcata Volunteer Firefighters' Association

**Mission: We exist to provide support, advocacy, and a social network for those
Volunteering to contribute to the mission of the Arcata Fire District.**

Volunteering

- Volunteer hours of support for June, 69 hours and July, 120 Hours.
 - Volunteers responded to various incidents
 - Grant development is ongoing to support the needs of the District
 - Assisting Captain McDonald with the Rural Address placard project.
 - Building Maintenance
 - Conducted CPR and First Aid Classes

Grants; Recent Grant Activity

- Address Placard project under way, we have received 80 applications. Made the first order for placards on August 1st for 60 residences.
- Received the Items funded by Berg Foundation.
 - RAD-57 Pulse CO-oximeter (\$5,232.63)
 - 30 Majestic Halo Hoods (\$3,911.33)
- Submitted a Grant application to the California Fire Foundation for "Dual-Certified" Wildland/Station Pants and included hose clamps and clamp holsters.
- Still awaiting a response on the grant application to Simpson Family Fund, \$31,753.45 for 17 digital mobile radios that will allow the District to communicate with Humboldt Bay Fire and Law Enforcement. Possibly this fall.
- Central Coast Grant declined our request for 14 Knox "Keysecure" Devices \$17,687.28.

AVFA Properties

- A sink hole in the ally next to the Arcata Station and in parking area being addressed by the City
- M Street property looking into potential installing cameras to monitor activity in the area, like trash disposal and tagging.
- Updated Lease agreement for 9th Street property in discussion at the AVFA Board.

Consent Calendar



MINUTES

Regular Board Meeting

June 14, 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 5:30 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 Nicole Johnson, Director Eric Loudenslager, and Director David Rosen.

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

Prior to approval of the agenda, Chief McDonald requested that the Real Property Negotiation closed session be called early during the first closed session, in order to accommodate Attorney Plotz schedule.

APPROVAL OF AGENDA

It was moved to approve the agenda with the exception of the Real Property Negotiations item to be called early.

Motion: Johnson; Second: Maynor

Roll Call: Ayes; Johnson, Loudenslager, Maynor, Rosen, and Mendosa.

Motion Carries

SPECIAL PRESENTATION

Chief McDonald presented the 2021 Annual Award recipients, introducing Larry Wood, who was present, as the Volunteer of the Year. Not present, Engineer Manuel Burciaga was awarded Rookie of the Year, Fire Captain John Evenson, Employee of the Year and Dave White, Officer of the Year.

There were no comments from the Board and AVFA President Roy Willis spoke briefly about the award recipients, offering his thanks.

CLOSED SESSIONS

Conference with Labor Negotiators (Gov. Code Section 54957.6)

Employee Organization: *Senior Management Group*

Agency Designated Representative: *District Counsel Jack Hughes*

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

Property: *631 9th Street, Arcata*

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

President Mendosa adjourned to closed session at 5:39 pm.

The meeting resumed at 6:05 pm.

Report out of closed session by President Mendosa;

Item 1 – Consent Calendar Item 9 discussed, will be pulled for clarification.

Item 2 – The Board gave direction to staff and the attorney.

PUBLIC COMMENT

President Mendosa called for public comments and the following member of the public commented:

George Green, Arcata

Senior Management Group – Nothing to report.

Local 4981 – Unavailable for a report.

Arcata Volunteer Firefighters Association (AVFA) – Roy Willis, President. In addition to reviewing his report, he advised he had just learned that the Knox grant was not approved by Coast Central.

CONSENT CALENDAR

1. Minutes from May 10, 2022, Regular Meeting
2. May 2022 Financial Report
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
4. Adopt Resolution 22-264 and Exhibit A, Accepting the Fiscal Year 2022-23 Appropriations Limit for the Arcata Fire District
5. Adopt Resolution 22-265 Setting the Per Unit at \$22 for the 2006 Benefit Assessment for Fiscal Year 2022-23
6. Adopt Resolution 22-266 Amending the CAL-Card Credit Limits Adopted in Resolution 18-191
7. Adopt Resolution 22-267 with Exhibit A, Authorizing the Destruction of Certain Fire District Records
8. Authorize the Contract Agreement for Repairs to the Mad River Fire Station
9. Side Letter Agreement Between Arcata Fire Protection District and Arcata Fire District Senior Management Group

President Mendosa reviewed the consent items aloud. He removed item 9 from the consent calendar. There were no additional comments from the Board or the public. It was moved to approve items 1 through 8 of the consent calendar.

Motion: Loudenslager; Second: Johnson

Roll Call: Ayes; Johnson, Loudenslager, Maynor, Rosen, and Mendosa.

Motion Carries

President Mendosa requested clarification be provided to consent Item 9 and Chief McDonald reviewed its purpose and pointed out that there was an error on the fourth “Whereas” on the first page of the document. The end of the sentence read “...reduced from ten years to three.” The last word in the sentence “three” should have read “four.”

With no further discussion or comments a motion was made.

It was moved to approve consent item 9 with the noted correction.

Motion: Maynor; Second: Johnson

Roll Call: Ayes; Johnson, Loudenslager, Maynor, Rosen, and Mendosa.

Motion Carries

CORRESPONDENCE & COMMUNICATIONS

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

2. Committee Reports:

a. Arcata Station Committee (*Mendosa, Maynor*) – Nothing to report.

b. Arcata General Plan & Gateway Area Plan Committee (*Loudenslager, Mendosa*) – Director Loudenslager advised the District is waiting on the EIR and queried Chief McDonald regarding if he had been contacted by anyone from the City. Chief McDonald advised he had not.

3. Fire Chief’s Monthly Report – Chief McDonald reviewed his monthly report aloud.

4. Director Matters – President Mendosa reported he had a check in meeting with a couple of the crews recently, receiving their thoughts and views. He encourages other Directors to do the same. There were no comments from any of the other Directors.

DISTRICT BUSINESS

1. **Consider Appointment of Kevin Jenkins to the Measure F Citizen Advisory**

Committee: Chief McDonald reviewed his staff report aloud and made his recommendation.

There were no comments from the Board or the public.

It was moved to appoint Kevin Jenkins to the Measure F Citizen Advisory Committee.

Motion: Maynor; Second: Johnson

Roll Call: Ayes; Johnson, Loudenslager, Maynor, Rosen, and Mendosa.

Motion Carries

2. **Schedule of Fees Update to Prevention Fees:** Chief McDonald reviewed his staff note aloud. He pointed out that the vast majority of apartment complexes are less than

10 units, and they will see a reduction in their fees, while a handful of the much larger complexes will see a triple-digit increase in their fees.

Based on a query, the Chief advised that the annual inspections are mandated by the state to inspect common areas and protect the privacy rights of the tenants. The self-evaluation door hangers are a “work-around” to assist with privacy and occasionally building managers or landlords participate in the inspections with Matt and many require their tenants receive 24-hour notice in advance of them occurring.

There were no comments from the Board or the public.

This item was for information only. The fee schedule will be updated later in the year.

3. Consider Adoption of the Preliminary Budget for Fiscal Year 2022-23: Chief McDonald reviewed his staff report aloud and made his recommendation.

Following a query from President Mendosa, Chief McDonald provided clarification on the funded/underfunded meaning under budget contingency.

There were no further Board comments or questions from the public.

It was moved to:

1. Approve the Preliminary Budget for Fiscal Year 2022-23 as presented,
2. Set the Public Hearing for final adoption of the budget at the September 13, 2022, Board Meeting
3. Authorize the Board Clerk/Secretary to publish a notice pursuant to HSC § 13893.

Motion: Loudenslager; Second: Rosen

Roll Call: Ayes; Johnson, Loudenslager, Maynor, Rosen, and Mendosa.

Motion Carries

4. Further Discussion and Consideration Regarding the Official Name Change for the Fire District: Chief McDonald reviewed his staff report aloud.

The discussion among the Board was focused on the disconnect of the District and the community of McKinleyville. Comments and input included that many community residents do not know that Arcata Fire Protection District is their fire department, and that fact comes up a great deal. More McKinleyville outreach by the District should occur in order to receive input. Citizens need to engage with the Board, inform them of their thoughts and what is important and for them to know their fire department better.

A majority of the Board commented that they would be in support of station sign updates as a lower cost option. Both the Directors representing McKinleyville agreed that the signs at each of the stations are confusing as they don't clearly identify Arcata Fire, but the description of the stations instead.

President Mendosa also added that since Kevin Jenkins has now become a member of the Measure F committee, he may have ideas for ways to further engage the McKinleyville community.

The following member of the public commented:

Roy Willis, AVFA President

There were a few final comments about utilizing the McKinleyville Chamber of Commerce who is very good to the District. Directors plan to attend more mixers and the Local was joining the Chamber, which could help. The “buck a minute” at the mixers was also mentioned as an inexpensive engagement option. More social media interaction is another easy inexpensive method.

Although there was no official motion, the Board did direct staff to begin working on the station signage. Chief McDonald will work on a proposal for all three stations and present it to the Board at a later date.

CLOSED SESSIONS

Public Employee Appointment (Gov. Code Section 54957(b)(1))

Title: Acting Fire Chief

President Mendosa adjourned to closed session at 7:10 pm.

The meeting resumed at 7:21 pm.

Report out of closed session by President Mendosa; the Board has agreed to appoint retired Fire Chief Dave White as a temporary Acting Fire Chief while Chief McDonald is out of the country on vacation. Chief McDonald requested the President Mendosa read into the minutes that he, President Mendosa, will be the liaison to the Board for Chief White.

ADJOURNMENT

Following a motion, President Mendosa adjourned the meeting at 7:24pm.

Motion: Johnson; **Second:** Maynor

The next Regular Meeting is scheduled for **July 12, 2022, at 5:30 pm.**

Respectfully submitted,

Becky Schuette,
Clerk of the Board

8:33 AM
 08/04/22
 Accrual Basis

ARCATA FIRE DISTRICT
Balance Sheet
 As of June 30, 2022

	<u>Jun 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
C.T. CAPITAL IMPROVEMENTS 2013	188,630.22
C.T. CONTINGENCY DESIGNATN 2011	
TRAINING RESERVE	17,000.00
C.T. CONTINGENCY DESIGNATN 2011 - Other	39,596.13
Total C.T. CONTINGENCY DESIGNATN 2011	<u>56,596.13</u>
CCCU CHECKING	449,903.27
CCCU LIQUID ASSETS	100,307.57
COAST CENTRAL SAVINGS	15,793.15
COUNTY TREASURY	3,141,205.65
Total Checking/Savings	<u>3,952,435.99</u>
Accounts Receivable	
1200 · ACCOUNTS RECEIVABLE	6,551.40
Total Accounts Receivable	<u>6,551.40</u>
Other Current Assets	
A/R County #2	62,500.00
ACCT RECV - COUNTY TREASURY	2,252,984.75
INTEREST RECEIVABLE	30,000.00
PREPAID EXPENSE	25,482.31
Total Other Current Assets	<u>2,370,967.06</u>
Total Current Assets	<u>6,329,954.45</u>
Fixed Assets	
ACCUMULATED DEPRECIATION	-2,658,149.00
BUILDINGS AND IMPROVEMENTS	2,329,696.91
EQUIPMENT	3,345,680.56
LAND	224,630.00
Total Fixed Assets	<u>3,241,858.47</u>
Other Assets	
DEFERRED OUTFLOWS-OPEB	808,883.00
DEFERRED OUTFLOWS-PENSION	1,289,855.00
Total Other Assets	<u>2,098,738.00</u>
TOTAL ASSETS	<u><u>11,670,550.92</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · ACCOUNTS PAYABLE	406,139.00
Total Accounts Payable	<u>406,139.00</u>

Balance Sheet

As of June 30, 2022

	<u>Jun 30, 22</u>
Credit Cards	
US BANK	1,964.90
Total Credit Cards	<u>1,964.90</u>
Other Current Liabilities	
ACCOUNTS PAYABLE 2	25,482.31
ACCRUED EXPENSES - OTHER	36,322.30
COMPENSATION TIME OFF	7,865.92
WAGES PAYABLE	109,442.06
2100 · PAYROLL LIABILITIES	
SURVIVOR BENEFIT	15.81
2100 · PAYROLL LIABILITIES - Other	<u>2,621.31</u>
Total 2100 · PAYROLL LIABILITIES	<u>2,637.12</u>
Total Other Current Liabilities	<u>181,749.71</u>
Total Current Liabilities	589,853.61
Long Term Liabilities	
Sterling National Bank	4,754,000.00
ACCRUED EMPLOYEE BENEFITS	97,014.70
DEFERRED INFLOWS-OPEB	2,024,771.00
DEFERRED INFLOWS-PENSION	46,819.00
NET PENSION LIABILITY	1,377,707.50
OTHER POST EMPLOYMENT BEN. LIAB	<u>9,807,737.00</u>
Total Long Term Liabilities	<u>18,108,049.20</u>
Total Liabilities	18,697,902.81
Equity	
INVESTMENT IN FIXED ASSETS	3,241,858.47
3900 · RETAINED EARNINGS	-11,902,346.43
Net Income	<u>1,633,136.07</u>
Total Equity	<u>-7,027,351.89</u>
TOTAL LIABILITIES & EQUITY	<u><u>11,670,550.92</u></u>

ARCATA FIRE DISTRICT
Statement of Cash Flows
June 2022

	<u>Jun 22</u>
OPERATING ACTIVITIES	
Net Income	-158,106.30
Adjustments to reconcile Net Income to net cash provided by operations:	
1200 · ACCOUNTS RECEIVABLE	-632.40
ACCT RECV - COUNTY TREASURY	-449,358.54
2000 · ACCOUNTS PAYABLE	338,929.13
US BANK:CAMPBELL	240.62
US BANK:EVENSON	7.53
US BANK:J. MCDONALD	74.00
US BANK:SCHUETTE	1,125.84
2100 · PAYROLL LIABILITIES	-855.44
2100 · PAYROLL LIABILITIES:SURVIVOR BENEFIT	-1.86
	<hr/>
Net cash provided by Operating Activities	-268,577.42
	<hr/>
Net cash increase for period	-268,577.42
	<hr/>
Cash at beginning of period	4,221,013.41
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Cash at end of period	<u><u>3,952,435.99</u></u>

ARCATA FIRE DISTRICT
Expenses by Vendor Detail

June 2022

Type	Date	Memo	Account	Amount
ADORAMA				
Credit Card Charge	06/23/2022	Replacement pickup roller and separation pad	5230.20 · Training Supplies	48.46
Total ADORAMA				48.46
ADVANCED SECURITY				
Bill	06/02/2022	All stations 06-01-22 to 08-31-22	5060.2 · Alarm Monitoring	610.50
Bill	06/03/2022	Onsite visit and battery replacement Arcata Station alarm	5060.2 · Alarm Monitoring	164.66
Total ADVANCED SECURITY				775.16
AMAZON				
Credit Card Charge	06/06/2022	UPS Battery backup replacement	5121.3 · Batteries	68.78
Credit Card Charge	06/06/2022	BP monitor kits x 5	5140.1 · Medical Supplies	99.00
Credit Card Charge	06/06/2022	Shredder lubricant sheets	5170.1 · Office Supplies	9.65
Credit Card Charge	06/06/2022	N95 masks - pack of 10 x 10	5140.1 · Medical Supplies	185.90
Credit Card Charge	06/11/2022	Medical supply cases	5140.1 · Medical Supplies	29.92
Credit Card Charge	06/13/2022	Nitrile Gloves	5140.1 · Medical Supplies	565.83
Credit Card Charge	06/15/2022	Polo shirts x 2 for Act. Chief White	5050.1 · Uniforms	47.38
Credit Card Charge	06/23/2022	Replacement Ipad Charger - Campbell	5121.2 · Communication Equi...	12.92
Total AMAZON				1,019.38
AT&T- CAL NET 3				
Bill	06/23/2022	05/19/22 to 06/18/22	5060.1 · Phones - Landline &...	157.83
Total AT&T- CAL NET 3				157.83
BAYSIDE EMBROIDERY				
Credit Card Charge	06/24/2022	Uniform Shirt Embroidery x 2 for Acting Chief White	5050.1 · Uniforms	30.00
Total BAYSIDE EMBROIDERY				30.00
BECKY SCHUETTE				
Bill	06/20/2022	Reimbursement for uniform pants	5030.6 · Vision	51.30
Total BECKY SCHUETTE				51.30
BLD CONSULTING				
Bill	06/16/2022	CAD Interface Services 07/01/22 to 06/30/23	5180.13 · CAD Interface Mai...	1,200.00
Total BLD CONSULTING				1,200.00
CAL PERS				
Liability Check	06/10/2022	Employer Contributions PP 05-01-22 to 05-14-22	5020.1 · CalPERS Retirement	15,543.11
Liability Check	06/24/2022	Employer Contributions PP 05-15-22 to 05-28-22	5020.1 · CalPERS Retirement	14,759.03
Total CAL PERS				30,302.14
CalPERS 457 PLAN				
Liability Check	06/10/2022	Employer Match PP 05-15-22 to 05-28-22	5010.5 · Deferred Compensa...	1,800.00
Liability Check	06/24/2022	Employer match PP 05-29-22 to 06-11-22	5010.5 · Deferred Compensa...	1,800.00
Total CalPERS 457 PLAN				3,600.00
CENTRAL AVENUE SERVICE CENTER				
Bill	06/07/2022	Oxygen Sensor repair/replace	8206 · U8206	224.56
Bill	06/10/2022	Headlight repairs	8206 · U8206	87.79
Bill	06/28/2022	Diagnose and repair Broken driver side window switch and parts	8208 · U8208	242.16
Total CENTRAL AVENUE SERVICE CENTER				554.51
CITY OF ARCATA				
Bill	06/07/2022	MR 05-07-22 to 06-06-22	Mad River	129.34
Bill	06/28/2022	Service Period 05-28-22 to 06-27-22	Arcata	145.84
Total CITY OF ARCATA				275.18
COASTAL BUSINESS SYSTEMS, INC				
Bill	06/13/2022	Copier, printers and aquos board	5200.1 · Copier	590.91
Total COASTAL BUSINESS SYSTEMS, INC				590.91
EBAY				
Credit Card Charge	06/12/2022	Windshield washer spray tips	8209 · U8209	7.53
Total EBAY				7.53
EUREKA RUBBER STAMP				
Bill	06/14/2022	Brass Name tags for awards plaque	5230.14 · Recognition & Aw...	35.89
Total EUREKA RUBBER STAMP				35.89

ARCATA FIRE DISTRICT
Expenses by Vendor Detail

June 2022

Type	Date	Memo	Account	Amount
FDAC				
Bill	06/15/2022	2022/23 Membership renewal	5150.6 · Dues	375.00
Total FDAC				375.00
FDAC EBA				
Bill	06/14/2022	July Coverage - adding vision for Local	5030.4 · Dental & Life Insura...	2,356.71
Total FDAC EBA				2,356.71
GAYNOR TELEPHONE SYSTEMS				
Bill	06/27/2022	Ongoing issue with MR station phones	5060.1 · Phones - Landline &...	290.00
Total GAYNOR TELEPHONE SYSTEMS				290.00
HENSELS				
Bill	06/29/2022	Drain cleaner x 2	Arcata	10.83
Total HENSELS				10.83
HOME DEPOT				
Credit Card Charge	06/14/2022	Supplies to repair McK Shed rot	McK	180.46
Total HOME DEPOT				180.46
HOOVEN & CO., INC				
Bill	06/30/2022	Balance owed for completion of MR Station	Construction Improvements	751.07
Total HOOVEN & CO., INC				751.07
HUMBOLDT SANITATION				
Bill	06/07/2022	Garbage Service May	McK	207.35
Total HUMBOLDT SANITATION				207.35
INFINITE CONSULTING SERVICES				
Bill	06/01/2022	IT Services June	5180.8 · IT Services	2,870.00
Total INFINITE CONSULTING SERVICES				2,870.00
LES SCHWAB TIRE				
Bill	06/30/2022	TPM replacement x 4	8205 · U8205	313.72
Total LES SCHWAB TIRE				313.72
LIEBERT CASSIDY WHITMORE				
Bill	06/08/2022	General matters AR035-00001	5180.1 · Legal Services	642.00
Bill	06/08/2022	Local Negotiations AR035-00011	5180.1 · Legal Services	379.02
Bill	06/22/2022	General Matters AR035-00001 PE 05-31-22	5180.1 · Legal Services	1,047.50
Bill	06/30/2022	General Matters AR035-00001	5180.1 · Legal Services	430.00
Total LIEBERT CASSIDY WHITMORE				2,498.52
LUBE CENTRAL				
Bill	06/27/2022	Seans truck Lube oil change	8206 · U8206	65.43
Total LUBE CENTRAL				65.43
MAD RIVER COMMUNITY HOSPITAL				
Bill	06/14/2022	VLU Medical background	5180.3 · Medical Screening S...	297.50
Bill	06/14/2022	VLU Medical Background	5180.3 · Medical Screening S...	253.75
Total MAD RIVER COMMUNITY HOSPITAL				551.25
MAD RIVER UNION				
Bill	06/02/2022	2 Year Subscription Renewal	5191.1 · Publications & Notices	70.00
Total MAD RIVER UNION				70.00
MCK. COMM. SERVICES DISTRICT				
Bill	06/21/2022	Service 05-02-22 to 06-06-22	McK	168.83
Bill	06/21/2022	DCV 05-02-22 to 06-06-22	McK	25.76
Total MCK. COMM. SERVICES DISTRICT				194.59
MCKINLEYVILLE ACE HARDWARE				
Credit Card Charge	06/06/2022	UPS Battery replacement	5121.3 · Batteries	28.00
Bill	06/17/2022	Weed killer	McK	30.16
Bill	06/23/2022	Cleaner Out 30 Gal x 2	McK	10.39
Bill	06/28/2022	Drill bit, velcro, fasteners	Mad River	11.67
Bill	06/30/2022	North Bay Command Antenna boom lift rental	5160.1 · Miscellaneous Expe...	344.80
Credit	06/30/2022	North Bay Command Antenna boom lift rental	800941 · REFUNDS	-344.80
Total MCKINLEYVILLE ACE HARDWARE				80.22

ARCATA FIRE DISTRICT
Expenses by Vendor Detail

June 2022

Type	Date	Memo	Account	Amount
MIDAMERICA				
Bill	06/23/2022	Q1 2022 Admin Fee	5030.3 · Retiree Health Admi...	357.00
Total MIDAMERICA				357.00
MIDAMERICA HRA				
Bill	06/15/2022	July Retiree HRA	5030.2 · Health Insurance (R...	22,487.31
Total MIDAMERICA HRA				22,487.31
MILLER FARMS NURSERY				
Bill	06/23/2022	Stihl bar nut	5370.9 · Power Tools	0.81
Total MILLER FARMS NURSERY				0.81
MITCHELL, BRISSO, DELANEY & VRIEZE, LLP				
Bill	06/30/2022	Multiple topics - records, Arcata Station, apparatus use agreement	5180.1 · Legal Services	1,366.00
Total MITCHELL, BRISSO, DELANEY & VRIEZE, LLP				1,366.00
NATHANIEL PADULA				
Bill	06/03/2022	Vision Reimbursement Spouse	5030.6 · Vision	232.20
Total NATHANIEL PADULA				232.20
OFFICE DEPOT				
Bill	06/01/2022	Bleach, water, pine sol laundry soap	Arcata	135.13
Bill	06/03/2022	Laundry soap and degreaser	McK	87.22
Bill	06/03/2022	Air Freshener, 409, Pine Sol, Handsoap, paper towels	McK	106.42
Bill	06/06/2022	Dishsoap, handsoap, garbage bags	Mad River	52.88
Bill	06/07/2022	Laundry soap	McK	76.70
Credit	06/14/2022	Credit Laundry soap returns	800941 · REFUNDS	-14.21
Total OFFICE DEPOT				444.14
PACIFIC GAS AND ELECTRIC				
Bill	06/02/2022	Service Period 04-27-22 to 05-25-22	McK	1,093.71
Bill	06/08/2022	05-03-22 to 06-01-22	Arcata	1,174.46
Bill	06/21/2022	Service period 05-16-22 to 06-13-22	Mad River	197.07
Total PACIFIC GAS AND ELECTRIC				2,465.24
PERS / HEALTH				
Bill	06/15/2022	Active Employee Premiums	5030.1 · Health Insurance (E...	36,070.36
Bill	06/15/2022	Retiree Premiums	5030.2 · Health Insurance (R...	3,590.01
Bill	06/15/2022	Admin Fee active employees	5030.1 · Health Insurance (E...	90.18
Bill	06/15/2022	Admin Fee retirees	5030.3 · Retiree Health Admi...	65.19
Total PERS / HEALTH				39,815.74
POLETSKI'S APPLIANCE CENTER INC.				
Bill	06/22/2022	Oven Ignitor Kit	McK	60.08
Total POLETSKI'S APPLIANCE CENTER INC.				60.08
RECOLOGY				
Bill	06/06/2022	May	Arcata	59.36
Bill	06/06/2022	May	Mad River	61.31
Total RECOLOGY				120.67
REDWOOD COAST FUELS				
Bill	06/17/2022	Gas and diesel	Mad River	4,250.89
Bill	06/17/2022	Diesel	McK	1,029.13
Total REDWOOD COAST FUELS				5,280.02
RENNER PETROLEUM				
Credit Card Charge	06/21/2022	U8205	5250.1 · Fuel	74.00
Total RENNER PETROLEUM				74.00
ROSS MCDONALD				
Bill	06/30/2022	Vision reimbursement spouse	5030.6 · Vision	206.19
Total ROSS MCDONALD				206.19
STREAMLINE				
Bill	06/01/2022	June webhost and Engage	5180.9 · Web Page Hosting	370.00
Total STREAMLINE				370.00

ARCATA FIRE DISTRICT
Expenses by Vendor Detail

June 2022

Type	Date	Memo	Account	Amount
SUDDENLINK				
Bill	06/06/2022	Cable and internet all stations	5060.5 · Cable TV & Internet	1,114.87
Total SUDDENLINK				1,114.87
THE MILL YARD				
Bill	06/15/2022	Shed repair materials	McK	38.64
Total THE MILL YARD				38.64
THE STANDARD				
Bill	06/20/2022	LTD July	5030.7 · Long Term Disability...	493.00
Total THE STANDARD				493.00
UNITED STATES POSTAL SERVICE				
Credit Card Charge	06/07/2022	Stamps and mail letter	5070.2 · Postage & Shipping	60.16
Total UNITED STATES POSTAL SERVICE				60.16
VERIZON WIRELESS				
Bill	06/13/2022	Service May 2 - June 1, 2022	5060.1 · Phones - Landline &...	523.27
Total VERIZON WIRELESS				523.27
WEBSTER BANK				
Bill	06/20/2022	UAL Financing payment 08/2022 (Principal-\$261,000, Interest - ...	CalPERS Unfunded Liability ...	326,129.80
Total WEBSTER BANK				326,129.80
WOOD LAB DESIGNS				
Bill	06/10/2022	Annual awards	5230.14 · Recognition & Aw...	298.38
Total WOOD LAB DESIGNS				298.38
TOTAL				<u>451,400.96</u>

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
TAX REVENUE				
101117 · PROPERTY TAX-CURRENT-SECURED	2,193,998.00	2,388,000.00	-194,002.00	91.9%
102500 · PROPERTY TAX-CURRENT-UNSECURED	82,335.00	85,000.00	-2,665.00	96.9%
103500 · PROPERTY TAX-PRIOR YEARS SECURED	14,766.00	25,000.00	-10,234.00	59.1%
105110 · PROPERTY TAX PRIOR YEARS UNSECURED	0.00	1,000.00	-1,000.00	0.0%
800040 · SUPPLEMENTAL TAXES- CURRENT	21,411.96	12,000.00	9,411.96	178.4%
105900 · SUPPLEMENTAL TAXES-PRIOR YEARS	4,500.00	5,000.00	-500.00	90.0%
113100 · STATE TIMBER TAX	409.58	530.00	-120.42	77.3%
800050 · PROPERTY ASSESSMENTS	3,782,542.08	3,781,000.00	1,542.08	100.0%
Total TAX REVENUE	6,099,962.62	6,297,530.00	-197,567.38	96.9%
USE OF MONEY & PROPERTY				
800190 · INTEREST INCOME	341.44	42,000.00	-41,658.56	0.8%
Total USE OF MONEY & PROPERTY	341.44	42,000.00	-41,658.56	0.8%
INTERGOVERNMENTAL				
525110 · HOMEOWNERS PROP. TAX REL	12,604.66	25,000.00	-12,395.34	50.4%
800600 · OTHER GOVERNMENT AGENCIES				
HR Reimbursement	1,397.19	1,400.00	-2.81	99.8%
HSU Contract for Services	37,000.00	37,000.00	0.00	100.0%
NCUAQMD	2,502.00	700.00	1,802.00	357.4%
Prop 172 Disbursement	0.00	8,700.00	-8,700.00	0.0%
Total 800600 · OTHER GOVERNMENT AGENCIES	40,899.19	47,800.00	-6,900.81	85.6%
800950 · FIREFIGHTING REIMBURSEMENTS	51,907.82	0.00	51,907.82	100.0%
Total INTERGOVERNMENTAL	105,411.67	72,800.00	32,611.67	144.8%
CHARGES FOR SERVICES				
800155 · PREVENTION FEES	11,591.50	12,000.00	-408.50	96.6%
800156 · R1/R2 INSPECTION FEES	40,640.02	45,000.00	-4,359.98	90.3%
800700 · OTHER SERVICES	6,300.00	0.00	6,300.00	100.0%
800946 · INCIDENT REVENUE RECOVERY FEES	5,493.54	5,000.00	493.54	109.9%
Total CHARGES FOR SERVICES	64,025.06	62,000.00	2,025.06	103.3%
MISCELLANEOUS REVENUES				
800940 · OTHER REVENUE				
Donations	7,410.55	0.00	7,410.55	100.0%
Other Revenue Unclassified	9,178.76	0.00	9,178.76	100.0%
800940 · OTHER REVENUE - Other	4,361.50	15,000.00	-10,638.50	29.1%
Total 800940 · OTHER REVENUE	20,950.81	15,000.00	5,950.81	139.7%
800941 · REFUNDS	-1,524.80	500.00	-2,024.80	-305.0%
800942 · INCIDENT REPORTS	389.92	200.00	189.92	195.0%
Total MISCELLANEOUS REVENUES	19,815.93	15,700.00	4,115.93	126.2%
OTHER FINANCING SOURCES				
Transfer-In From Reserve Funds	0.00	242,000.00	-242,000.00	0.0%
Total OTHER FINANCING SOURCES	0.00	242,000.00	-242,000.00	0.0%
Total Income	6,289,556.72	6,732,030.00	-442,473.28	93.4%
Gross Profit	6,289,556.72	6,732,030.00	-442,473.28	93.4%

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2021 through June 2022

Expense	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
SALARIES & EMPLOYEE BENEFITS				
5010 · SALARIES AND WAGES				
5010.1 · Full-Time	1,406,311.08	1,645,000.00	-238,688.92	85.5%
5010.2 · CTO Payout	90,001.66	314,000.00	-223,998.34	28.7%
5010.3 · Settlement Pay/Vacation	25,457.82	30,000.00	-4,542.18	84.9%
5010.4 · Holiday Pay	59,285.56	50,000.00	9,285.56	118.6%
5010.5 · Deferred Compensation	47,800.00	57,000.00	-9,200.00	83.9%
5010.6 · Part-Time (Hourly)	67,932.63	88,000.00	-20,067.37	77.2%
5010.8 · CalFire/OES Pay	10,329.15	10,329.00	0.15	100.0%
Total 5010 · SALARIES AND WAGES	1,707,117.90	2,194,329.00	-487,211.10	77.8%
5020 · RETIREMENT				
5020.1 · CalPERS Retirement	402,935.10	406,000.00	-3,064.90	99.2%
5020.3 · Social Security	4,364.76	5,000.00	-635.24	87.3%
5020.4 · Medicare	25,192.98	25,000.00	192.98	100.8%
5020.5 · CalPERS Section 218 Admin Fee	0.00	300.00	-300.00	0.0%
Total 5020 · RETIREMENT	432,492.84	436,300.00	-3,807.16	99.1%
5030-GROUP INSURANCE				
5030.1 · Health Insurance (Employees)	443,960.78	653,000.00	-209,039.22	68.0%
5030.2 · Health Insurance (Retirees)	325,680.34	301,000.00	24,680.34	108.2%
5030.3 · Retiree Health Admin Fees	2,240.75	4,000.00	-1,759.25	56.0%
5030.4 · Dental & Life Insurance	29,217.97	38,000.00	-8,782.03	76.9%
5030.5 · Air Ambulance Insurance	2,113.00	3,000.00	-887.00	70.4%
5030.6 · Vision	5,282.76	4,900.00	382.76	107.8%
5030.7 · Long Term Disability Insurance	6,496.00	7,000.00	-504.00	92.8%
5030.8 · Medical Reimbursement-Chief	240.78	0.00	240.78	100.0%
Total 5030-GROUP INSURANCE	815,232.38	1,010,900.00	-195,667.62	80.6%
5033 · UNEMPLOYMENT INSURANCE FUND				
5033.1 · Unemployment Insurance	0.00	5,000.00	-5,000.00	0.0%
Total 5033 · UNEMPLOYMENT INSURANCE FUND	0.00	5,000.00	-5,000.00	0.0%
5035 · WORKERS' COMPENSATION INSURANCE				
5035.1 · Primary	55,983.73	38,000.00	17,983.73	147.3%
5035.3 · Administrative Fee	12,058.86	26,000.00	-13,941.14	46.4%
5035.2 · Excess	0.00	12,800.00	-12,800.00	0.0%
Total 5035 · WORKERS' COMPENSATION INSURAN...	68,042.59	76,800.00	-8,757.41	88.6%
Total SALARIES & EMPLOYEE BENEFITS	3,022,885.71	3,723,329.00	-700,443.29	81.2%
SERVICE & SUPPLIES				
5050 · CLOTHING & PERSONAL SUPPLIES				
5050.1 · Uniforms	12,475.04	20,000.00	-7,524.96	62.4%
5050.2 · Station Boots	405.15	2,000.00	-1,594.85	20.3%
5050.3 · PPE - Structural	0.00	12,000.00	-12,000.00	0.0%
5050.4 · PPE - Wildland	331.19	5,000.00	-4,668.81	6.6%
5050.5 · PPE - VLU	78.24	1,000.00	-921.76	7.8%
5050.6 · Shields & Badges	1,077.64	1,000.00	77.64	107.8%
Total 5050 · CLOTHING & PERSONAL SUPPLIES	14,367.26	41,000.00	-26,632.74	35.0%
5060 · COMMUNICATIONS				
5060.1 · Phones - Landline & Cellular	10,090.24	24,600.00	-14,509.76	41.0%
5060.2 · Alarm Monitoring	5,649.08	3,000.00	2,649.08	188.3%
5060.3 · Communication - Miscellaneous	569.00	500.00	69.00	113.8%
5060.4 · HCFA Radio System Annual Fee	0.00	1,600.00	-1,600.00	0.0%
5060.5 · Cable TV & Internet	13,376.36	13,500.00	-123.64	99.1%
Total 5060 · COMMUNICATIONS	29,684.68	43,200.00	-13,515.32	68.7%

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
5080 · FOOD				
5080.1 · Food/Rehab Supplies	586.66	2,000.00	-1,413.34	29.3%
5080.2 · Drinking Water	0.00	750.00	-750.00	0.0%
Total 5080 · FOOD	586.66	2,750.00	-2,163.34	21.3%
5090 · HOUSEHOLD EXPENSE				
5090.1 · Station Supplies				
Arcata	586.75	0.00	586.75	100.0%
Mad River	629.36	0.00	629.36	100.0%
McK	895.13	0.00	895.13	100.0%
5090.1 · Station Supplies - Other	776.68	4,100.00	-3,323.32	18.9%
Total 5090.1 · Station Supplies	2,887.92	4,100.00	-1,212.08	70.4%
5090.2 · Garbage Service				
Arcata	652.96	0.00	652.96	100.0%
Mad River	1,390.23	0.00	1,390.23	100.0%
McK	2,317.25	0.00	2,317.25	100.0%
5090.2 · Garbage Service - Other	394.40	5,400.00	-5,005.60	7.3%
Total 5090.2 · Garbage Service	4,754.84	5,400.00	-645.16	88.1%
5080.3 · Station Furniture	5,200.00	5,000.00	200.00	104.0%
Total 5090 · HOUSEHOLD EXPENSE	12,842.76	14,500.00	-1,657.24	88.6%
5100 · LIABILITY INSURANCE				
5100.1 · Liability Insurance	35,221.00	35,300.00	-79.00	99.8%
Total 5100 · LIABILITY INSURANCE	35,221.00	35,300.00	-79.00	99.8%
5120 · MAINTENANCE-EQUIPMENT				
5120.1 · Fire Apparatus				
8211 · E8211	7,341.74	0.00	7,341.74	100.0%
8215 · E8215	34,271.91	0.00	34,271.91	100.0%
8216 · E8216	25,567.01	0.00	25,567.01	100.0%
8217 · E8217	10,910.05	0.00	10,910.05	100.0%
8239 · E8239	20,813.84			
8241 · A8241	18.43			
8258 · WT8258	712.67	0.00	712.67	100.0%
8274 · R8274	1.94			
5120.1 · Fire Apparatus - Other	2,799.21	80,000.00	-77,200.79	3.5%
Total 5120.1 · Fire Apparatus	102,436.80	80,000.00	22,436.80	128.0%
5120.2 · Small Vehicles				
8205 · U8205	578.40	0.00	578.40	100.0%
8206 · U8206	2,177.33	0.00	2,177.33	100.0%
8207 · U8207	237.97	0.00	237.97	100.0%
8208 · U8208	660.59	0.00	660.59	100.0%
8209 · U8209	7.53			
5120.2 · Small Vehicles - Other	0.00	10,000.00	-10,000.00	0.0%
Total 5120.2 · Small Vehicles	3,661.82	10,000.00	-6,338.18	36.6%
5120.3 · Hose & Ladder Testing	6,299.80	6,800.00	-500.20	92.6%
5120.4 · Hose Repair	0.00	500.00	-500.00	0.0%
5120.7 · SCBA	9,387.98	6,000.00	3,387.98	156.5%
5120.8 · Hydraulic Rescue Tool Service	3,335.11	3,800.00	-464.89	87.8%
5120.9 · Power Tools Maintenance	375.90	1,000.00	-624.10	37.6%
5120.10 · AED/LUCAS Maintenance	7,416.00	8,100.00	-684.00	91.6%
5120.11 · Fire Extinguisher Maintenance	396.29	1,200.00	-803.71	33.0%
5120.12 · Small Instrument Repair & Test	0.00	500.00	-500.00	0.0%
5120.13 · Equipment Maintenance - Misc	280.00	500.00	-220.00	56.0%
Total 5120 · MAINTENANCE-EQUIPMENT	133,589.70	118,400.00	15,189.70	112.8%

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
5121 · MAINTENANCE-ELECTRONICS				
5121.1 · Computers	475.61	1,000.00	-524.39	47.6%
5121.2 · Communication Equipment	1,050.50	3,000.00	-1,949.50	35.0%
5121.3 · Batteries	320.47	1,500.00	-1,179.53	21.4%
Total 5121 · MAINTENANCE-ELECTRONICS	1,846.58	5,500.00	-3,653.42	33.6%
5130 · MAINTENANCE-STRUCTURE				
5130.1 · Structure Maintenance				
Arcata	4,793.96	0.00	4,793.96	100.0%
Mad River	3,648.69	0.00	3,648.69	100.0%
McK	5,150.68	0.00	5,150.68	100.0%
5130.1 · Structure Maintenance - Other	0.00	7,900.00	-7,900.00	0.0%
Total 5130.1 · Structure Maintenance	13,593.33	7,900.00	5,693.33	172.1%
5130.2 · Grounds Maintenance				
Bayside	542.50			
Mad River	62.74			
McK	1,154.01			
5130.2 · Grounds Maintenance - Other	0.00	2,000.00	-2,000.00	0.0%
Total 5130.2 · Grounds Maintenance	1,759.25	2,000.00	-240.75	88.0%
5130.3 · Emergency Power Maintenance	0.00	2,000.00	-2,000.00	0.0%
5130.4 · Pest Control	1,650.00	3,000.00	-1,350.00	55.0%
Total 5130 · MAINTENANCE-STRUCTURE	17,002.58	14,900.00	2,102.58	114.1%
5140 · MEDICAL SUPPLIES				
5140.1 · Medical Supplies	4,912.83	6,000.00	-1,087.17	81.9%
5140.2 · AED / LUCAS Supplies	0.00	500.00	-500.00	0.0%
5140.3 · COVID Supplies	753.89	2,000.00	-1,246.11	37.7%
Total 5140 · MEDICAL SUPPLIES	5,666.72	8,500.00	-2,833.28	66.7%
5150 · MEMBERSHIPS				
5150.6 · Dues	2,330.50	2,000.00	330.50	116.5%
Total 5150 · MEMBERSHIPS	2,330.50	2,000.00	330.50	116.5%
5160 · MISCELLANEOUS EXPENSE				
5160.1 · Miscellaneous Expense	195.92	1,000.00	-804.08	19.6%
Total 5160 · MISCELLANEOUS EXPENSE	195.92	1,000.00	-804.08	19.6%
5170 · OFFICE SUPPLIES				
5170.1 · Office Supplies	2,554.60	5,000.00	-2,445.40	51.1%
5070.2 · Postage & Shipping	491.05	1,000.00	-508.95	49.1%
5170.3 · Software	57.00	500.00	-443.00	11.4%
5170.4 · Subscription Periodicals	0.00	100.00	-100.00	0.0%
Total 5170 · OFFICE SUPPLIES	3,102.65	6,600.00	-3,497.35	47.0%
5180 · PROFESSIONAL & SPECIAL SERVICES				
5180.1 · Legal Services	55,518.60	50,000.00	5,518.60	111.0%
5180.2 · Human Resource Services	12,367.00	27,000.00	-14,633.00	45.8%
5180.3 · Medical Screening Services	5,493.09	20,000.00	-14,506.91	27.5%
5180.4 · Background Checks	17,866.80	21,000.00	-3,133.20	85.1%
5180.5 · Annual Audit Services	9,000.00	9,000.00	0.00	100.0%
5180.6 · Accounting Services	5,691.00	10,000.00	-4,309.00	56.9%
5180.7 · GASB 75 Report	3,700.00	7,000.00	-3,300.00	52.9%
5180.8 · IT Services	32,860.51	31,500.00	1,360.51	104.3%
5180.9 · Web Page Hosting	4,010.32	4,500.00	-489.68	89.1%
5180.10 · Fire RMS Annual Fee	4,319.45	4,350.00	-30.55	99.3%
5180.11 · Scheduling Program Annual Fee	3,503.88	3,500.00	3.88	100.1%
5180.12 · Parcel Quest Annual Fees	1,799.00	2,000.00	-201.00	90.0%
5180.13 · CAD Interface Maintenance Fee	1,900.00	1,750.00	150.00	108.6%
5180.14 · eDispatches Annual Fee	1,560.00	2,000.00	-440.00	78.0%
5180.15 · Survey Program	0.00	500.00	-500.00	0.0%
5180.16 · Subscriptions	2,095.33	1,800.00	295.33	116.4%

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
5150.17 · Humboldt Co. Fire Chiefs' Assoc	0.00	800.00	-800.00	0.0%
5180.18 · Google Services	1,272.53	1,250.00	22.53	101.8%
5180.19 · Miscellaneous Services	412.50	500.00	-87.50	82.5%
Total 5180 · PROFESSIONAL & SPECIAL SERVICES	163,370.01	198,450.00	-35,079.99	82.3%
5190 · PUBLICATIONS & LEGAL NOTICES				
5191.1 · Publications & Notices	1,770.00	2,000.00	-230.00	88.5%
Total 5190 · PUBLICATIONS & LEGAL NOTICES	1,770.00	2,000.00	-230.00	88.5%
5200 · RENTS & LEASES - EQUIPMENT				
5200.1 · Copier	7,078.56	8,300.00	-1,221.44	85.3%
Total 5200 · RENTS & LEASES - EQUIPMENT	7,078.56	8,300.00	-1,221.44	85.3%
5210 · RENTS & LEASES - STRUCTURES				
5210.1 · Arcata Station	108,000.00	108,000.00	0.00	100.0%
Total 5210 · RENTS & LEASES - STRUCTURES	108,000.00	108,000.00	0.00	100.0%
5230 · SPECIAL DISTRICT EXPENSE				
5230.1 · Property Tax Admin Fee	30,424.00	71,000.00	-40,576.00	42.9%
5230.2 · Tax Roll Direct Charge Fee	135.00	14,000.00	-13,865.00	1.0%
5230.3 · LAFCO Annual Fee	3,216.76	4,000.00	-783.24	80.4%
5230.5 · Assessment Adjustments/Refunds	7,922.00	5,000.00	2,922.00	158.4%
5230.6 · Public Education Supplies	1,140.42	1,500.00	-359.58	76.0%
5230.8 · Certifications	628.10	1,000.00	-371.90	62.8%
5230.10 · Recruitment	815.75	1,000.00	-184.25	81.6%
5230.11 · Bank Fees	255.00	1,000.00	-745.00	25.5%
5230.14 · Recognition & Awards	990.20	2,000.00	-1,009.80	49.5%
5230.15 · Health & Wellness	325.43	7,000.00	-6,674.57	4.6%
5230.16 · Public Outreach	0.00	1,000.00	-1,000.00	0.0%
5230.17 · HFB Truck Contract	0.00	10,000.00	-10,000.00	0.0%
5230.18 · HCFCA Air Trailer Annual Fee	0.00	1,000.00	-1,000.00	0.0%
5230.19 · Staff Training	6,488.38	15,000.00	-8,511.62	43.3%
5230.20 · Training Supplies	835.81	10,000.00	-9,164.19	8.4%
5230.21 · Grant Management	0.00	2,000.00	-2,000.00	0.0%
5230 · SPECIAL DISTRICT EXPENSE - Other	680.00	680.00	0.00	100.0%
Total 5230 · SPECIAL DISTRICT EXPENSE	53,856.85	147,180.00	-93,323.15	36.6%
5250 · TRANSPORTATION & TRAVEL				
5250.1 · Fuel				
McK	10,377.50			
Mad River	44,529.85			
5250.1 · Fuel - Other	1,154.00	75,000.00	-73,846.00	1.5%
Total 5250.1 · Fuel	56,061.35	75,000.00	-18,938.65	74.7%
5250.2 · Lodging Reimbursment	0.00	5,000.00	-5,000.00	0.0%
5250.3 · Per Diem Reimbursement	40.50	5,000.00	-4,959.50	0.8%
5250.4 · Conference Tuition	0.00	5,000.00	-5,000.00	0.0%
Total 5250 · TRANSPORTATION & TRAVEL	56,101.85	90,000.00	-33,898.15	62.3%
5260 · UTILITIES				
5260.1 · P G & E				
Arcata	12,413.85	0.00	12,413.85	100.0%
Mad River	3,204.98	0.00	3,204.98	100.0%
McK	13,623.08	0.00	13,623.08	100.0%
5260.1 · P G & E - Other	0.00	32,000.00	-32,000.00	0.0%
Total 5260.1 · P G & E	29,241.91	32,000.00	-2,758.09	91.4%

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
5260.2 · Water & Sewer				
Arcata	1,592.51	0.00	1,592.51	100.0%
Mad River	1,678.89	0.00	1,678.89	100.0%
McK	2,240.45	0.00	2,240.45	100.0%
5260.2 · Water & Sewer - Other	0.00	6,000.00	-6,000.00	0.0%
Total 5260.2 · Water & Sewer	5,511.85	6,000.00	-488.15	91.9%
Total 5260 · UTILITIES	34,753.76	38,000.00	-3,246.24	91.5%
5370 · MINOR EQUIPMENT				
5370.4 · Fire Hose	0.00	5,000.00	-5,000.00	0.0%
5370.6 · Fire Equipment & Fabrication	4,881.88	9,000.00	-4,118.12	54.2%
5370.8 · Computer & Electronics	9,501.64	13,000.00	-3,498.36	73.1%
5370.9 · Power Tools	0.81	0.00	0.81	100.0%
5370.10 · Small Tools	3,047.43	500.00	2,547.43	609.5%
Total 5370 · MINOR EQUIPMENT	17,431.76	27,500.00	-10,068.24	63.4%
Total SERVICE & SUPPLIES	698,799.80	913,080.00	-214,280.20	76.5%
OTHER BUDGET FUNDING REQUIRED				
CAPITAL EXPENSE				
Equipment	4,491.20	50,000.00	-45,508.80	9.0%
Construction Improvements	65,787.71	93,000.00	-27,212.29	70.7%
Total CAPITAL EXPENSE	70,278.91	143,000.00	-72,721.09	49.1%
DEBT SERVICE				
5300 · LONG TERM DEBT - INTEREST	39,077.88	0.00	39,077.88	100.0%
5290 · LONG TERM DEBT - PRINCIPAL	0.00	39,078.00	-39,078.00	0.0%
Total DEBT SERVICE	39,077.88	39,078.00	-0.12	100.0%
OPERATING FUND TRANSFERS				
Vehicle Replacement Fund	0.00	200,000.00	-200,000.00	0.0%
Contingency Fund	0.00	200,000.00	-200,000.00	0.0%
PERS Rate Contingency Fund	0.00	200,000.00	-200,000.00	0.0%
CalPERS Unfunded Liability Pmt	757,677.80	431,548.00	326,129.80	175.6%
Total OPERATING FUND TRANSFERS	757,677.80	1,031,548.00	-273,870.20	73.5%
Total OTHER BUDGET FUNDING REQUIRED	867,034.59	1,213,626.00	-346,591.41	71.4%
6560 · PAYROLL EXPENSES	67,625.55			
66910 · Bank Service Charges	75.00			
Total Expense	4,656,420.65	5,850,035.00	-1,193,614.35	79.6%
Net Ordinary Income	1,633,136.07	881,995.00	751,141.07	185.2%
Net Income	1,633,136.07	881,995.00	751,141.07	185.2%

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Accrual Basis

ARCATA FIRE DISTRICT
Balance Sheet
As of July 31, 2022

	<u>Jul 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
C.T. CAPITAL IMPROVEMENTS 2013	188,630.22
C.T. CONTINGENCY DESIGNATN 2011	
TRAINING RESERVE	17,000.00
C.T. CONTINGENCY DESIGNATN 2011 - Other	39,596.13
Total C.T. CONTINGENCY DESIGNATN 2011	<u>56,596.13</u>
CCCU CHECKING	320,499.88
CCCU LIQUID ASSETS	100,307.57
COAST CENTRAL SAVINGS	15,793.15
COUNTY TREASURY	2,327,981.85
Total Checking/Savings	<u>3,009,808.80</u>
Accounts Receivable	
1200 · ACCOUNTS RECEIVABLE	6,219.00
Total Accounts Receivable	<u>6,219.00</u>
Other Current Assets	
A/R County #2	62,500.00
ACCT RECV - COUNTY TREASURY	2,702,343.29
INTEREST RECEIVABLE	30,000.00
PREPAID EXPENSE	25,482.31
Total Other Current Assets	<u>2,820,325.60</u>
Total Current Assets	<u>5,836,353.40</u>
Fixed Assets	
ACCUMULATED DEPRECIATION	-2,658,149.00
BUILDINGS AND IMPROVEMENTS	2,329,696.91
EQUIPMENT	3,345,680.56
LAND	224,630.00
Total Fixed Assets	<u>3,241,858.47</u>
Other Assets	
DEFERRED OUTFLOWS-OPEB	808,883.00
DEFERRED OUTFLOWS-PENSION	1,289,855.00
Total Other Assets	<u>2,098,738.00</u>
TOTAL ASSETS	<u><u>11,176,949.87</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · ACCOUNTS PAYABLE	107,775.07
Total Accounts Payable	<u>107,775.07</u>

ARCATA FIRE DISTRICT
Balance Sheet
 As of July 31, 2022

	<u>Jul 31, 22</u>
Credit Cards	
US BANK	574.11
	<hr/>
Total Credit Cards	574.11
Other Current Liabilities	
ACCOUNTS PAYABLE 2	25,482.31
ACCRUED EXPENSES - OTHER	36,322.30
COMPENSATION TIME OFF	7,865.92
WAGES PAYABLE	109,442.06
2100 · PAYROLL LIABILITIES	
457 DEDUCTION	2,900.00
CA WITHHOLDING	5,173.40
FEDERAL WITHHOLDING	11,570.18
MEDICARE - BOTH	2,294.32
SOCIAL SECURITY - BOTH	395.68
SURVIVOR BENEFIT	31.62
2100 · PAYROLL LIABILITIES - Other	5,481.12
	<hr/>
Total 2100 · PAYROLL LIABILITIES	27,846.32
	<hr/>
Total Other Current Liabilities	206,958.91
	<hr/>
Total Current Liabilities	315,308.09
Long Term Liabilities	
Sterling National Bank	4,754,000.00
ACCRUED EMPLOYEE BENEFITS	97,014.70
DEFERRED INFLOWS-OPEB	2,024,771.00
DEFERRED INFLOWS-PENSION	46,819.00
NET PENSION LIABILITY	1,377,707.50
OTHER POST EMPLOYMENT BEN. LIAB	9,807,737.00
	<hr/>
Total Long Term Liabilities	18,108,049.20
	<hr/>
Total Liabilities	18,423,357.29
Equity	
INVESTMENT IN FIXED ASSETS	3,241,858.47
3900 · RETAINED EARNINGS	-10,269,210.36
Net Income	-219,055.53
	<hr/>
Total Equity	-7,246,407.42
	<hr/>
TOTAL LIABILITIES & EQUITY	11,176,949.87
	<hr/> <hr/>

ARCATA FIRE DISTRICT
Statement of Cash Flows
July 2022

	<u>Jul 22</u>
OPERATING ACTIVITIES	
Net Income	-219,055.53
Adjustments to reconcile Net Income to net cash provided by operations:	
1200 · ACCOUNTS RECEIVABLE	332.40
ACCT RECV - COUNTY TREASURY	-449,358.54
2000 · ACCOUNTS PAYABLE	-298,363.93
US BANK	-1,964.90
US BANK:J. MCDONALD	125.80
US BANK:SCHUETTE	448.31
2100 · PAYROLL LIABILITIES	2,859.81
2100 · PAYROLL LIABILITIES:457 DEDUCTION	2,900.00
2100 · PAYROLL LIABILITIES:CA WITHHOLDING	5,173.40
2100 · PAYROLL LIABILITIES:FEDERAL WITHHOLDING	11,570.18
2100 · PAYROLL LIABILITIES:MEDICARE - BOTH	2,294.32
2100 · PAYROLL LIABILITIES:SOCIAL SECURITY - BOTH	395.68
2100 · PAYROLL LIABILITIES:SURVIVOR BENEFIT	15.81
Net cash provided by Operating Activities	<u>-942,627.19</u>
Net cash increase for period	-942,627.19
Cash at beginning of period	<u>3,952,435.99</u>
Cash at end of period	<u><u>3,009,808.80</u></u>

ARCATA FIRE DISTRICT
Expenses by Vendor Detail

July 2022

Type	Date	Memo	Account	Amount
707 PEST SOLUTIONS				
Bill	07/06/2022	June Service	5130.4 · Pest Control	275.00
Total 707 PEST SOLUTIONS				275.00
AIRGAS				
Credit Card Charge	07/06/2022	Autopay - Compressed Oxygen	5140.1 · Medical Supplies	19.66
Total AIRGAS				19.66
ALADTEC, INC				
Bill	07/13/2022	Annual Subscription	5180.11 · Scheduling Progra...	4,016.00
Total ALADTEC, INC				4,016.00
AMAZON				
Credit Card Charge	07/07/2022	Vacuum for admin	McK	129.28
Total AMAZON				129.28
ARCATA VOLUNTEER FIREFIGHTERS ASSOC.				
Bill	07/01/2022	July 2022 Rent	5210.1 · Arcata Station	10,000.00
Bill	07/15/2022	August 2022 Rent	5210.1 · Arcata Station	10,000.00
Total ARCATA VOLUNTEER FIREFIGHTERS ASSOC.				20,000.00
AT&T- CAL NET 3				
Bill	07/19/2022	06-19-22 to 07-18-22	5060.1 · Phones - Landline &...	161.29
Total AT&T- CAL NET 3				161.29
CAL PERS				
Bill	07/06/2022	Plan 707 Miscellaneous Classic	CalPERS Unfunded Liability ...	4,431.00
Bill	07/06/2022	Plan 27345 Misc. PEPRA	CalPERS Unfunded Liability ...	58.00
Bill	07/06/2022	Plan 15040 Safety Tier 2	CalPERS Unfunded Liability ...	3,425.00
Bill	07/06/2022	Plan 798 Safety Tier 1	CalPERS Unfunded Liability ...	175,410.00
Bill	07/06/2022	Plan 25801 Safety PEPRA	CalPERS Unfunded Liability ...	3,770.00
Liability Check	07/08/2022	Employer Contributions + Longevity Pay corrections PP 05-29-2...	5020.1 · CalPERS Retirement	17,045.65
Liability Check	07/22/2022	Employer Contributions PP 06-12-22 to 06-25-22 (Includes Pack)	5020.1 · CalPERS Retirement	17,028.53
Total CAL PERS				221,168.18
CALIFORNIA FIRE CHIEFS ASSOCIATION				
Bill	07/01/2022	Annual Dues	5150.6 · Dues	960.00
Total CALIFORNIA FIRE CHIEFS ASSOCIATION				960.00
CalPERS 457 PLAN				
Liability Check	07/08/2022	Employer Match PP 06-12-22 to 06-25-22	5010.5 · Deferred Compensa...	1,800.00
Liability Check	07/22/2022	Employer Match PP 06-26-22 to 07-09-22	5010.5 · Deferred Compensa...	1,800.00
Total CalPERS 457 PLAN				3,600.00
CENTRAL SANDWICH				
Credit Card Charge	07/12/2022	Lunch for Fire Captain Interview Team	5080.1 · Food/Rehab Supplies	115.52
Total CENTRAL SANDWICH				115.52
CITY OF ARCATA				
Bill	07/07/2022	Service period 06-07-22 to 07-06-22	Mad River	116.63
Total CITY OF ARCATA				116.63
COASTAL BUSINESS SYSTEMS, INC				
Bill	07/12/2022	Sharp and Lexmark printers, quarter end color count	5200.1 · Copier	696.35
Total COASTAL BUSINESS SYSTEMS, INC				696.35
EUREKA HUMBOLDT FIRE EXTINGUISHER CO. INC				
Bill	07/19/2022	Extinguisher refill etc	5120.11 · Fire Extinguisher M...	139.42
Total EUREKA HUMBOLDT FIRE EXTINGUISHER CO. INC				139.42
EUREKA OXYGEN				
Bill	07/25/2022	45 minute SCBA bottles x 16	5120.7 · SCBA	792.00
Bill	07/29/2022	Hydrotest Fiber Wrap x 18	5120.7 · SCBA	891.00
Total EUREKA OXYGEN				1,683.00
FAIRA				
Bill	07/07/2022	Property & Liability Insurance Package 07-01-22 to 06-30-23	5100.1 · Liability Insurance	43,637.00
Total FAIRA				43,637.00

ARCATA FIRE DISTRICT
Expenses by Vendor Detail

July 2022

Type	Date	Memo	Account	Amount
FDAC EBA				
Bill	07/12/2022	August Dental, Vision, EAP etc	5030.4 · Dental & Life Insura...	2,474.19
Total FDAC EBA				2,474.19
FLEETPRIDE				
Bill	07/29/2022	High beam replacement	8215 · E8215	14.64
Total FLEETPRIDE				14.64
GAYNOR TELEPHONE SYSTEMS				
Bill	07/01/2022	Software Assurance 07/02/22 to 07/01/23 McK	5170.3 · Software	310.00
Total GAYNOR TELEPHONE SYSTEMS				310.00
HUMBOLDT SANITATION				
Bill	07/08/2022	June service	McK	207.35
Total HUMBOLDT SANITATION				207.35
IEXPERTS				
Credit Card Charge	07/07/2022	Iphone cases x 2	5160.1 · Miscellaneous Expe...	48.00
Total IEXPERTS				48.00
INFINITE CONSULTING SERVICES				
Bill	07/01/2022	Monthly IT Services	5180.8 · IT Services	2,870.00
Total INFINITE CONSULTING SERVICES				2,870.00
LUBE CENTRAL				
Bill	07/28/2022	Oil change shorty	8209 · U8209	65.43
Total LUBE CENTRAL				65.43
MARK A. CLEMENTI, PH.D				
Bill	07/15/2022	Pysch Emmons	5180.4 · Background Checks	774.00
Total MARK A. CLEMENTI, PH.D				774.00
MCK. COMM. SERVICES DISTRICT				
Bill	07/27/2022	McK DCV 06-06-22 to 07-05-22	McK	25.76
Bill	07/27/2022	McK 06-06-22 to 07-05-22	McK	163.24
Total MCK. COMM. SERVICES DISTRICT				189.00
MCKINLEYVILLE ACE HARDWARE				
Bill	07/08/2022	Mop, swiffer pads, swiffer duster, pail for mop - Admin side	McK	51.68
Total MCKINLEYVILLE ACE HARDWARE				51.68
MCKINLEYVILLE OFFICE SUPPLY				
Credit Card Charge	07/06/2022	Prepaid postage for records	5070.2 · Postage & Shipping	12.60
Total MCKINLEYVILLE OFFICE SUPPLY				12.60
MIDAMERICA HRA				
Bill	07/13/2022	August Retiree HRA	5030.2 · Health Insurance (R...	22,105.37
Total MIDAMERICA HRA				22,105.37
MILLER FARMS NURSERY				
Bill	07/26/2022	generator	5120.9 · Power Tools Mainte...	84.59
Total MILLER FARMS NURSERY				84.59
MOBILE DIESEL REPAIR				
Bill	07/27/2022	Annual Generator Maintenance	Mad River	512.51
Bill	07/27/2022	Annual Generator Maintenance	Arcata	1,137.85
Bill	07/27/2022	Annual Generator Maintenance	McK	1,137.85
Total MOBILE DIESEL REPAIR				2,788.21
NORTH COAST FABRICATORS				
Bill	07/08/2022	Pump repairs	8216 · E8216	899.25
Total NORTH COAST FABRICATORS				899.25
PACIFIC GAS AND ELECTRIC				
Bill	07/01/2022	Service Period 05-26-22 to 06-26-22	McK	1,097.71
Bill	07/08/2022	Account #5113530290-2	Arcata	1,131.83
Bill	07/21/2022	MR 06-14-22 to 07-14-22	Mad River	157.45
Total PACIFIC GAS AND ELECTRIC				2,386.99

ARCATA FIRE DISTRICT
Expenses by Vendor Detail

July 2022

Type	Date	Memo	Account	Amount
PERS / HEALTH				
Bill	07/14/2022	Active Employee Premiums	5030.1 · Health Insurance (E...	36,070.36
Bill	07/14/2022	Retiree Premiums	5030.2 · Health Insurance (R...	3,590.01
Bill	07/14/2022	Active Employee Admin Fee (.33%)	5030.1 · Health Insurance (E...	119.03
Bill	07/14/2022	Retiree Admin Fee (.33%)	5030.3 · Retiree Health Admi...	86.06
Total PERS / HEALTH				39,865.46
PRO PACIFIC AUTO REPAIR, INC.				
Bill	07/11/2022	Ongoing deferred maintenance repairs	8239 · E8239	1,413.17
Bill	07/13/2022	Primer pump	8215 · E8215	4,515.09
Total PRO PACIFIC AUTO REPAIR, INC.				5,928.26
RECOLOGY				
Bill	07/08/2022	June service	Arcata	59.36
Bill	07/08/2022	June service	Mad River	61.31
Total RECOLOGY				120.67
REDWOOD COAST FUELS				
Bill	07/06/2022	Gas and diesel	Mad River	1,476.93
Bill	07/06/2022	Diesel	McK	1,563.78
Bill	07/19/2022	Fuel	McK	482.24
Bill	07/19/2022	Fuel	Mad River	1,037.55
Bill	07/26/2022	Mad River Fuel	Mad River	864.89
Total REDWOOD COAST FUELS				5,425.39
SAFEWAY				
Credit Card Charge	07/11/2022	Morning meal for interview panel	5080.1 · Food/Rehab Supplies	77.80
Total SAFEWAY				77.80
SILKE COMMUNICATIONS				
Bill	07/11/2022	Replacement Antenna Jack	5060 · COMMUNICATIONS	166.73
Total SILKE COMMUNICATIONS				166.73
STREAMLINE				
Bill	07/01/2022	July Website hosting and Engage	5180.9 · Web Page Hosting	370.00
Total STREAMLINE				370.00
SUDDENLINK				
Bill	07/11/2022	Service Period 07-04-22 to 08-03-22 all stations	5060.5 · Cable TV & Internet	1,114.87
Total SUDDENLINK				1,114.87
THE STANDARD				
Bill	07/27/2022	August LTD	5030.7 · Long Term Disability...	493.00
Total THE STANDARD				493.00
UNITED STATES POSTAL SERVICE				
Credit Card Charge	07/11/2022	Roll of stamps and certified mail return receipt for prevention ins...	5070.2 · Postage & Shipping	67.85
Credit Card Charge	07/13/2022	Certified Return Receipt Mailings x 14	5070.2 · Postage & Shipping	103.40
Total UNITED STATES POSTAL SERVICE				171.25
VERIZON WIRELESS				
Bill	07/08/2022	June 2 - July 1, 2022	5060.1 · Phones - Landline &...	524.65
Total VERIZON WIRELESS				524.65
WESTAMERICA BANK				
Bill	07/28/2022	Interest	5300 · LONG TERM DEBT - I...	5,611.67
Bill	07/28/2022	Principal	5290 · LONG TERM DEBT - ...	51,798.11
Total WESTAMERICA BANK				57,409.78
WITMER PUBLIC SAFETY GROUP				
Bill	07/01/2022	Class A Uniform Shirt	5050.6 · Shields & Badges	92.52
Bill	07/25/2022	Asst Chief and Cpt badges and shields	5050.6 · Shields & Badges	440.78
Total WITMER PUBLIC SAFETY GROUP				533.30
TOTAL				444,199.79

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2022

	Jul 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
TAX REVENUE				
101117 · PROPERTY TAX-CURRENT-SECURED	199,000.00	2,388,000.00	-2,189,000.00	8.3%
102500 · PROPERTY TAX-CURRENT-UNSECURED	6,861.25	85,000.00	-78,138.75	8.1%
103500 · PROPERTY TAX-PRIOR YEARS SECURED	1,230.50	25,000.00	-23,769.50	4.9%
105110 · PROPERTY TAX PRIOR YEARS UNSECURED	0.00	1,000.00	-1,000.00	0.0%
800040 · SUPPLEMENTAL TAXES- CURRENT	1,784.33	12,000.00	-10,215.67	14.9%
105900 · SUPPLEMENTAL TAXES-PRIOR YEARS	375.00	5,000.00	-4,625.00	7.5%
113100 · STATE TIMBER TAX	0.00	530.00	-530.00	0.0%
800050 · PROPERTY ASSESSMENTS	240,107.46	3,781,000.00	-3,540,892.54	6.4%
Total TAX REVENUE	449,358.54	6,297,530.00	-5,848,171.46	7.1%
USE OF MONEY & PROPERTY				
800190 · INTEREST INCOME	0.00	42,000.00	-42,000.00	0.0%
Total USE OF MONEY & PROPERTY	0.00	42,000.00	-42,000.00	0.0%
INTERGOVERNMENTAL				
525110 · HOMEOWNERS PROP. TAX REL	0.00	25,000.00	-25,000.00	0.0%
800600 · OTHER GOVERNMENT AGENCIES				
HSU Contract for Services	0.00	37,000.00	-37,000.00	0.0%
NCUAQMD	0.00	700.00	-700.00	0.0%
Prop 172 Disbursement	0.00	8,700.00	-8,700.00	0.0%
Total 800600 · OTHER GOVERNMENT AGENCIES	0.00	46,400.00	-46,400.00	0.0%
Total INTERGOVERNMENTAL	0.00	71,400.00	-71,400.00	0.0%
CHARGES FOR SERVICES				
800155 · PREVENTION FEES	300.00	12,000.00	-11,700.00	2.5%
800156 · R1/R2 INSPECTION FEES	1,007.50	45,000.00	-43,992.50	2.2%
800946 · INCIDENT REVENUE RECOVERY FEES	379.08	5,000.00	-4,620.92	7.6%
Total CHARGES FOR SERVICES	1,686.58	62,000.00	-60,313.42	2.7%
MISCELLANEOUS REVENUES				
800940 · OTHER REVENUE	4.50	0.00	4.50	100.0%
800941 · REFUNDS	0.00	500.00	-500.00	0.0%
800942 · INCIDENT REPORTS	31.50	200.00	-168.50	15.8%
Total MISCELLANEOUS REVENUES	36.00	700.00	-664.00	5.1%
Total Income	451,081.12	6,473,630.00	-6,022,548.88	7.0%
Gross Profit	451,081.12	6,473,630.00	-6,022,548.88	7.0%
Expense				
SALARIES & EMPLOYEE BENEFITS				
5010 · SALARIES AND WAGES				
5010.1 · Full-Time	155,605.75	1,645,000.00	-1,489,394.25	9.5%
5010.2 · CTO Payout	41,297.71	314,000.00	-272,702.29	13.2%
5010.3 · Settlement Pay/Vacation	0.00	30,000.00	-30,000.00	0.0%
5010.4 · Holiday Pay	418.84	50,000.00	-49,581.16	0.8%
5010.5 · Deferred Compensation	3,600.00	57,000.00	-53,400.00	6.3%
5010.6 · Part-Time (Hourly)	7,364.61	88,000.00	-80,635.39	8.4%
Total 5010 · SALARIES AND WAGES	208,286.91	2,184,000.00	-1,975,713.09	9.5%
5020 · RETIREMENT				
5020.1 · CalPERS Retirement	34,074.18	406,000.00	-371,925.82	8.4%
5020.3 · Social Security	463.21	5,000.00	-4,536.79	9.3%
5020.4 · Medicare	3,222.64	25,000.00	-21,777.36	12.9%
5020.5 · CalPERS Section 218 Admin Fee	0.00	300.00	-300.00	0.0%
Total 5020 · RETIREMENT	37,760.03	436,300.00	-398,539.97	8.7%

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2022

	Jul 22	Budget	\$ Over Budget	% of Budget
5030-GROUP INSURANCE				
5030.1 · Health Insurance (Employees)	36,189.39	653,000.00	-616,810.61	5.5%
5030.2 · Health Insurance (Retirees)	25,695.38	301,000.00	-275,304.62	8.5%
5030.3 · Retiree Health Admin Fees	86.06	4,000.00	-3,913.94	2.2%
5030.4 · Dental & Life Insurance	2,474.19	38,000.00	-35,525.81	6.5%
5030.5 · Air Ambulance Insurance	0.00	3,000.00	-3,000.00	0.0%
5030.6 · Vision	0.00	4,900.00	-4,900.00	0.0%
5030.7 · Long Term Disability Insurance	493.00	7,000.00	-6,507.00	7.0%
Total 5030-GROUP INSURANCE	64,938.02	1,010,900.00	-945,961.98	6.4%
5033 · UNEMPLOYMENT INSURANCE FUND				
5033.1 · Unemployment Insurance	0.00	5,000.00	-5,000.00	0.0%
Total 5033 · UNEMPLOYMENT INSURANCE FUND	0.00	5,000.00	-5,000.00	0.0%
5035 · WORKERS' COMPENSATION INSURANCE				
5035.1 · Primary	0.00	64,000.00	-64,000.00	0.0%
5035.3 · Administrative Fee	0.00	12,800.00	-12,800.00	0.0%
Total 5035 · WORKERS' COMPENSATION INSURAN...	0.00	76,800.00	-76,800.00	0.0%
Total SALARIES & EMPLOYEE BENEFITS	310,984.96	3,713,000.00	-3,402,015.04	8.4%
SERVICE & SUPPLIES				
5050 · CLOTHING & PERSONAL SUPPLIES				
5050.1 · Uniforms	1,217.70	20,000.00	-18,782.30	6.1%
5050.2 · Station Boots	0.00	2,000.00	-2,000.00	0.0%
5050.3 · PPE - Structural	0.00	12,000.00	-12,000.00	0.0%
5050.4 · PPE - Wildland	0.00	5,000.00	-5,000.00	0.0%
5050.5 · PPE - VLU	0.00	1,000.00	-1,000.00	0.0%
5050.6 · Shields & Badges	533.30	1,000.00	-466.70	53.3%
Total 5050 · CLOTHING & PERSONAL SUPPLIES	1,751.00	41,000.00	-39,249.00	4.3%
5060 · COMMUNICATIONS				
5060.1 · Phones - Landline & Cellular	3,025.94	24,600.00	-21,574.06	12.3%
5060.2 · Alarm Monitoring	0.00	3,000.00	-3,000.00	0.0%
5060.3 · Communication - Miscellaneous	0.00	500.00	-500.00	0.0%
5060.4 · HCFA Radio System Annual Fee	0.00	1,600.00	-1,600.00	0.0%
5060.5 · Cable TV & Internet	1,114.87	13,500.00	-12,385.13	8.3%
5060 · COMMUNICATIONS - Other	166.73			
Total 5060 · COMMUNICATIONS	4,307.54	43,200.00	-38,892.46	10.0%
5080 · FOOD				
5080.1 · Food/Rehab Supplies	193.32	2,250.00	-2,056.68	8.6%
5080.2 · Drinking Water	0.00	750.00	-750.00	0.0%
Total 5080 · FOOD	193.32	3,000.00	-2,806.68	6.4%
5090 · HOUSEHOLD EXPENSE				
5090.1 · Station Supplies				
McK	180.96			
5090.1 · Station Supplies - Other	0.00	4,100.00	-4,100.00	0.0%
Total 5090.1 · Station Supplies	180.96	4,100.00	-3,919.04	4.4%
5090.2 · Garbage Service				
Arcata	59.36			
Mad River	61.31			
McK	207.35			
5090.2 · Garbage Service - Other	0.00	5,400.00	-5,400.00	0.0%
Total 5090.2 · Garbage Service	328.02	5,400.00	-5,071.98	6.1%
5080.3 · Station Furniture	0.00	5,000.00	-5,000.00	0.0%
Total 5090 · HOUSEHOLD EXPENSE	508.98	14,500.00	-13,991.02	3.5%

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2022

	Jul 22	Budget	\$ Over Budget	% of Budget
5100 · LIABILITY INSURANCE				
5100.1 · Liability Insurance	43,637.00	35,300.00	8,337.00	123.6%
Total 5100 · LIABILITY INSURANCE	43,637.00	35,300.00	8,337.00	123.6%
5120 · MAINTENANCE-EQUIPMENT				
5120.1 · Fire Apparatus				
8215 · E8215	4,529.73			
8216 · E8216	899.25			
8239 · E8239	1,413.17			
5120.1 · Fire Apparatus - Other	0.00	80,000.00	-80,000.00	0.0%
Total 5120.1 · Fire Apparatus	6,842.15	80,000.00	-73,157.85	8.6%
5120.2 · Small Vehicles				
8209 · U8209	65.43			
5120.2 · Small Vehicles - Other	0.00	10,000.00	-10,000.00	0.0%
Total 5120.2 · Small Vehicles	65.43	10,000.00	-9,934.57	0.7%
5120.3 · Hose & Ladder Testing	0.00	6,800.00	-6,800.00	0.0%
5120.4 · Hose Repair	0.00	500.00	-500.00	0.0%
5120.7 · SCBA	1,683.00	6,000.00	-4,317.00	28.1%
5120.8 · Hydraulic Rescue Tool Service	0.00	3,800.00	-3,800.00	0.0%
5120.9 · Power Tools Maintenance	84.59	1,000.00	-915.41	8.5%
5120.10 · AED/LUCAS Maintenance	0.00	8,100.00	-8,100.00	0.0%
5120.11 · Fire Extinguisher Maintenance	139.42	1,200.00	-1,060.58	11.6%
5120.12 · Small Instrument Repair & Test	0.00	500.00	-500.00	0.0%
5120.13 · Equipment Maintenance - Misc	0.00	500.00	-500.00	0.0%
Total 5120 · MAINTENANCE-EQUIPMENT	8,814.59	118,400.00	-109,585.41	7.4%
5121 · MAINTENANCE-ELECTRONICS				
5121.1 · Computers	0.00	1,000.00	-1,000.00	0.0%
5121.2 · Communication Equipment	0.00	3,000.00	-3,000.00	0.0%
5121.3 · Batteries	0.00	1,500.00	-1,500.00	0.0%
Total 5121 · MAINTENANCE-ELECTRONICS	0.00	5,500.00	-5,500.00	0.0%
5130 · MAINTENANCE-STRUCTURE				
5130.1 · Structure Maintenance	0.00	7,900.00	-7,900.00	0.0%
5130.2 · Grounds Maintenance	0.00	2,000.00	-2,000.00	0.0%
5130.3 · Emergency Power Maintenance				
Arcata	1,137.85			
Mad River	512.51			
McK	1,137.85			
5130.3 · Emergency Power Maintenance - Other	0.00	2,000.00	-2,000.00	0.0%
Total 5130.3 · Emergency Power Maintenance	2,788.21	2,000.00	788.21	139.4%
5130.4 · Pest Control	275.00	3,000.00	-2,725.00	9.2%
Total 5130 · MAINTENANCE-STRUCTURE	3,063.21	14,900.00	-11,836.79	20.6%
5140 · MEDICAL SUPPLIES				
5140.1 · Medical Supplies	19.66	6,000.00	-5,980.34	0.3%
5140.2 · AED / LUCAS Supplies	0.00	500.00	-500.00	0.0%
5140.3 · COVID Supplies	0.00	2,000.00	-2,000.00	0.0%
Total 5140 · MEDICAL SUPPLIES	19.66	8,500.00	-8,480.34	0.2%
5150 · MEMBERSHIPS				
5150.6 · Dues	960.00	2,000.00	-1,040.00	48.0%
Total 5150 · MEMBERSHIPS	960.00	2,000.00	-1,040.00	48.0%
5160 · MISCELLANEOUS EXPENSE				
5160.1 · Miscellaneous Expense	48.00	1,000.00	-952.00	4.8%
Total 5160 · MISCELLANEOUS EXPENSE	48.00	1,000.00	-952.00	4.8%

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2022

	Jul 22	Budget	\$ Over Budget	% of Budget
5170 · OFFICE SUPPLIES				
5170.1 · Office Supplies	0.00	5,000.00	-5,000.00	0.0%
5070.2 · Postage & Shipping	183.85	1,000.00	-816.15	18.4%
5170.3 · Software	310.00	500.00	-190.00	62.0%
5170.4 · Subscription Periodicals	0.00	100.00	-100.00	0.0%
Total 5170 · OFFICE SUPPLIES	493.85	6,600.00	-6,106.15	7.5%
5180 · PROFESSIONAL & SPECIAL SERVICES				
5180.1 · Legal Services	0.00	50,000.00	-50,000.00	0.0%
5180.2 · Human Resource Services	0.00	27,000.00	-27,000.00	0.0%
5180.3 · Medical Screening Services	0.00	20,000.00	-20,000.00	0.0%
5180.4 · Background Checks	774.00	21,000.00	-20,226.00	3.7%
5180.5 · Annual Audit Services	0.00	9,000.00	-9,000.00	0.0%
5180.6 · Accounting Services	0.00	10,000.00	-10,000.00	0.0%
5180.7 · GASB 75 Report	0.00	7,000.00	-7,000.00	0.0%
5180.8 · IT Services	2,870.00	31,500.00	-28,630.00	9.1%
5180.9 · Web Page Hosting	370.00	4,500.00	-4,130.00	8.2%
5180.10 · Fire RMS Annual Fee	0.00	4,350.00	-4,350.00	0.0%
5180.11 · Scheduling Program Annual Fee	4,016.00	3,500.00	516.00	114.7%
5180.12 · Parcel Quest Annual Fees	0.00	3,000.00	-3,000.00	0.0%
5180.13 · CAD Interface Maintenance Fee	0.00	1,750.00	-1,750.00	0.0%
5180.14 · eDispatches Annual Fee	0.00	2,000.00	-2,000.00	0.0%
5180.15 · Survey Program	0.00	500.00	-500.00	0.0%
5180.16 · Subscriptions	0.00	1,800.00	-1,800.00	0.0%
5150.17 · Humboldt Co. Fire Chiefs' Assoc	0.00	800.00	-800.00	0.0%
5180.19 · Miscellaneous Services	0.00	1,250.00	-1,250.00	0.0%
5180.20 · Financial Consulting	0.00	500.00	-500.00	0.0%
Total 5180 · PROFESSIONAL & SPECIAL SERVICES	8,030.00	199,450.00	-191,420.00	4.0%
5190 · PUBLICATIONS & LEGAL NOTICES				
5191.1 · Publications & Notices	0.00	2,000.00	-2,000.00	0.0%
Total 5190 · PUBLICATIONS & LEGAL NOTICES	0.00	2,000.00	-2,000.00	0.0%
5200 · RENTS & LEASES - EQUIPMENT				
5200.1 · Copier	696.35	8,300.00	-7,603.65	8.4%
Total 5200 · RENTS & LEASES - EQUIPMENT	696.35	8,300.00	-7,603.65	8.4%
5210 · RENTS & LEASES - STRUCTURES				
5210.1 · Arcata Station	20,000.00	108,000.00	-88,000.00	18.5%
Total 5210 · RENTS & LEASES - STRUCTURES	20,000.00	108,000.00	-88,000.00	18.5%
5230 · SPECIAL DISTRICT EXPENSE				
5230.1 · Property Tax Admin Fee	0.00	71,000.00	-71,000.00	0.0%
5230.2 · Tax Roll Direct Charge Fee	0.00	14,000.00	-14,000.00	0.0%
5230.3 · LAFCO Annual Fee	0.00	4,000.00	-4,000.00	0.0%
5230.5 · Assessment Adjustments/Refunds	0.00	5,000.00	-5,000.00	0.0%
5230.6 · Public Education Supplies	0.00	1,500.00	-1,500.00	0.0%
5230.8 · Certifications	0.00	1,000.00	-1,000.00	0.0%
5230.10 · Recruitment	0.00	1,000.00	-1,000.00	0.0%
5230.11 · Bank Fees	0.00	1,000.00	-1,000.00	0.0%
5230.14 · Recognition & Awards	0.00	2,000.00	-2,000.00	0.0%
5230.15 · Health & Wellness	0.00	7,000.00	-7,000.00	0.0%
5230.16 · Public Outreach	0.00	1,000.00	-1,000.00	0.0%
5230.17 · HFB Truck Contract	0.00	10,000.00	-10,000.00	0.0%
5230.18 · HCFCA Air Trailer Annual Fee	0.00	1,000.00	-1,000.00	0.0%
5230.19 · Staff Training	0.00	15,000.00	-15,000.00	0.0%
5230.20 · Training Supplies	0.00	10,000.00	-10,000.00	0.0%
5230.21 · Grant Management	0.00	2,000.00	-2,000.00	0.0%
Total 5230 · SPECIAL DISTRICT EXPENSE	0.00	146,500.00	-146,500.00	0.0%

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2022

	Jul 22	Budget	\$ Over Budget	% of Budget
5250 · TRANSPORTATION & TRAVEL				
5250.1 · Fuel				
McK	2,046.02			
Mad River	3,379.37			
5250.1 · Fuel - Other	0.00	75,000.00	-75,000.00	0.0%
Total 5250.1 · Fuel	5,425.39	75,000.00	-69,574.61	7.2%
5250.2 · Lodging Reimbursment	0.00	5,000.00	-5,000.00	0.0%
5250.3 · Per Diem Reimbursement	0.00	5,000.00	-5,000.00	0.0%
5250.4 · Conference Tuition	0.00	5,000.00	-5,000.00	0.0%
Total 5250 · TRANSPORTATION & TRAVEL	5,425.39	90,000.00	-84,574.61	6.0%
5260 · UTILITIES				
5260.1 · P G & E				
Arcata	1,131.83			
Mad River	157.45			
McK	1,097.71			
5260.1 · P G & E - Other	0.00	32,000.00	-32,000.00	0.0%
Total 5260.1 · P G & E	2,386.99	32,000.00	-29,613.01	7.5%
5260.2 · Water & Sewer				
Mad River	116.63			
McK	189.00			
5260.2 · Water & Sewer - Other	0.00	6,000.00	-6,000.00	0.0%
Total 5260.2 · Water & Sewer	305.63	6,000.00	-5,694.37	5.1%
Total 5260 · UTILITIES	2,692.62	38,000.00	-35,307.38	7.1%
5370 · MINOR EQUIPMENT				
5370.4 · Fire Hose	0.00	5,000.00	-5,000.00	0.0%
5370.6 · Fire Equipment & Fabrication	0.00	9,000.00	-9,000.00	0.0%
5370.8 · Computer & Electronics	0.00	13,000.00	-13,000.00	0.0%
5370.10 · Small Tools	0.00	500.00	-500.00	0.0%
Total 5370 · MINOR EQUIPMENT	0.00	27,500.00	-27,500.00	0.0%
Total SERVICE & SUPPLIES	100,641.51	913,650.00	-813,008.49	11.0%
OTHER BUDGET FUNDING REQUIRED				
CAPITAL EXPENSE				
Equipment	0.00	50,000.00	-50,000.00	0.0%
Construction Improvements	0.00	93,000.00	-93,000.00	0.0%
Total CAPITAL EXPENSE	0.00	143,000.00	-143,000.00	0.0%
DEBT SERVICE				
2021 UAL Refinance-Interest	0.00	126,683.00	-126,683.00	0.0%
2021 UAL Refinance-Principal	0.00	261,000.00	-261,000.00	0.0%
2022 Engine Purchase-Interest	0.00	15,000.00	-15,000.00	0.0%
2022 Engine Purchase-Principal	0.00	100,183.00	-100,183.00	0.0%
5300 · LONG TERM DEBT - INTEREST	5,611.67	0.00	5,611.67	100.0%
5290 · LONG TERM DEBT - PRINCIPAL	51,798.11	0.00	51,798.11	100.0%
Total DEBT SERVICE	57,409.78	502,866.00	-445,456.22	11.4%
OPERATING FUND TRANSFERS				
Vehicle Replacement Fund	0.00	200,000.00	-200,000.00	0.0%
Contingency Fund	0.00	200,000.00	-200,000.00	0.0%
PERS Rate Contingency Fund	0.00	261,816.00	-261,816.00	0.0%
CalPERS Unfunded Liability Pmt	187,094.00	188,909.00	-1,815.00	99.0%
Total OPERATING FUND TRANSFERS	187,094.00	850,725.00	-663,631.00	22.0%
Total OTHER BUDGET FUNDING REQUIRED	244,503.78	1,496,591.00	-1,252,087.22	16.3%

ARCATA FIRE DISTRICT
Profit & Loss Budget vs. Actual

July 2022

	<u>Jul 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6560 · PAYROLL EXPENSES	14,006.40			
Total Expense	670,136.65	6,123,241.00	-5,453,104.35	10.9%
Net Ordinary Income	-219,055.53	350,389.00	-569,444.53	-62.5%
Net Income	<u>-219,055.53</u>	<u>350,389.00</u>	<u>-569,444.53</u>	<u>-62.5%</u>

Resolution Number: 21-247**A RESOLUTION OF THE ARCATA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953, AS AMENDED BY ASSEMBLY BILL 361, AND AUTHORIZING THE CONTINUED USE OF VIRTUAL MEETINGS**

WHEREAS, as a result of the COVID-19 pandemic, the Governor issued Executive Order Nos. N-08-21, N-25-20 and N-29-20, which suspended certain provisions of the Ralph M. Brown Act to allow legislative bodies to conduct public meetings without strict compliance with the teleconferencing provisions of the Brown Act; and

WHEREAS, Assembly Bill 361, which was signed into law on September 16, 2021, amended Government Code section 54953, to provide relief from the teleconferencing provisions of the Brown Act under certain circumstances provided the legislative body makes certain findings; and

WHEREAS, as a result of the COVID-19 pandemic, the Governor proclaimed a state of emergency on March 4, 2020, in accordance with the section 8625 of the California Emergency Services Act, and the state of emergency remains in effect; and

WHEREAS, as a result of the COVID-19 pandemic, the Humboldt County Health Officer has imposed and has recommended measures to promote social distancing as more particularly set forth in his August 6, 2021, Order, among other prior orders and guidance.

NOW THEREFORE, the Arcata Fire Protection District Board of Directors does hereby find and resolve as follows:

1. That the Board has reconsidered the circumstances of the previously declared and existing state of emergency arising from the COVID-19 pandemic;
2. That the state of emergency continues to directly impact the ability of the members of the Board to meet safely in person, and further that local officials continue to impose or recommend measures to promote social distancing;
3. That the Board may continue to conduct public meetings in accordance with Government Code section 54953(e);
4. That the Board will reconsider the above findings within 30-days of this Resolution.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the Arcata Fire Protection District by the following polled vote:

Ayes: Maynor, Mendosa, Rosen and Johnson

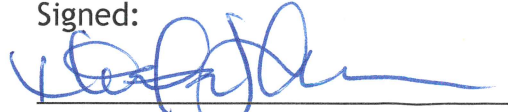
Nays: None

Abstain: None

Absent: None

DATED: October 12, 2021

Signed:



Nicole Johnson, President

Attest:


Becky Schuette, Board Clerk/Secretary

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the Arcata Fire Protection District by the following polled vote:

Ayes: Maynor, Mendosa, Rosen and Johnson

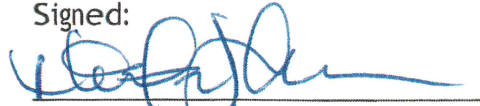
Nays: None

Abstain: None

Absent: None

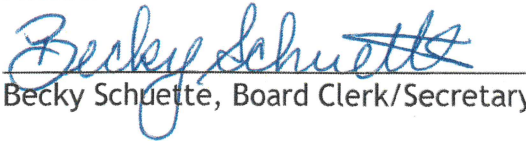
DATED: October 12, 2021

Signed:



Nicole Johnson, President

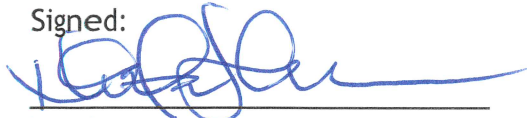
Attest:



Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: November 9, 2021

Signed:



Nicole Johnson, President

Attest:



Becky Schuette, Board Clerk/Secretary

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the Arcata Fire Protection District by the following polled vote:

Ayes: Maynor, Mendosa, Rosen and Johnson

Nays: None

Abstain: None

Absent: None

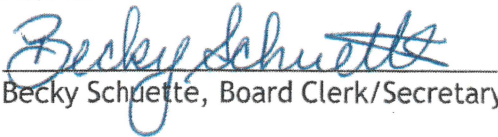
DATED: October 12, 2021

Signed:



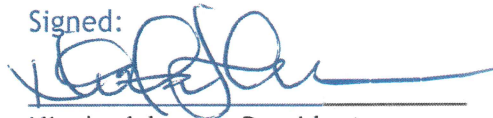
Nicole Johnson, President

Attest:


Becky Schuette, Board Clerk/Secretary

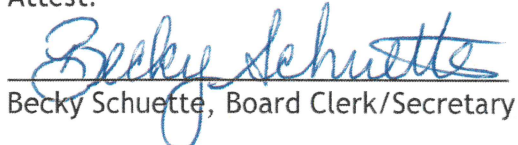
EXTENSION ADOPTION DATE: November 9, 2021

Signed:



Nicole Johnson, President

Attest:


Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: December 14, 2021

Signed:



Nicole Johnson, President

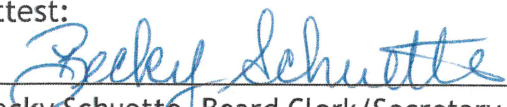
Attest:


Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: January 11, 2022

Signed: 

Randy Mendosa, President

Attest:


Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: February 8, 2022

Signed: 

Randy Mendosa

Attest:


Becky Schuette, Board Clerk/Secretary

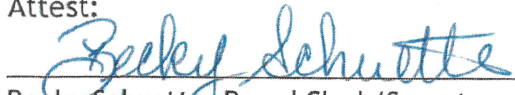
EXTENSION ADOPTION DATE: January 11, 2022

Signed:



Randy Mendosa, President

Attest:



Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: February 8, 2022

Signed:



Randy Mendosa

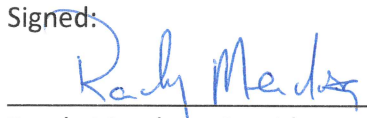
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Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: March 8, 2022

Signed:



Randy Mendosa, President

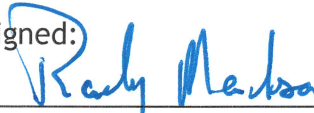
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Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: April 12, 2022

Signed:



Randy Mendosa, President

Attest:

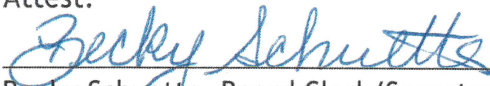


Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: April 12, 2022

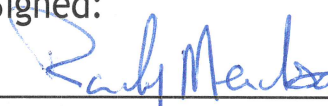
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Randy Mendosa, President

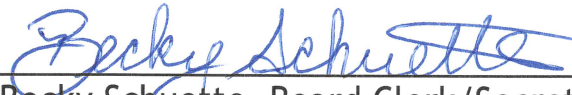
Attest:


Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: May 10, 2022

Signed: 

Randy Mendosa, President

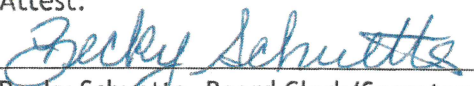
Attest:


Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: April 12, 2022

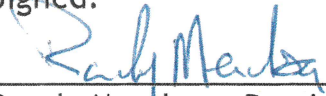
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Randy Mendosa, President

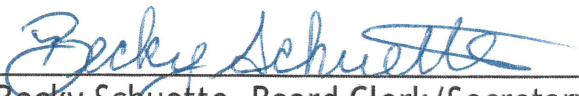
Attest:


Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: May 10, 2022

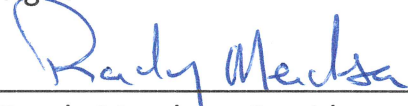
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Randy Mendosa, President

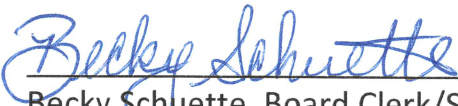
Attest:


Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: June 14, 2022

Signed: 

Randy Mendosa, President

Attest:


Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: August 9, 2022

Signed:

Randy Mendosa, President

Attest:

Becky Schuette, Board Clerk/Secretary

Date: August 9, 2022
To: Board of Directors, Arcata Fire District
From: Justin McDonald, Fire Chief
Subject: Adoption of Resolution 22-268 with Exhibit A Confirming the Biennial Review of the Conflict of Interest Code

DISCUSSION:

The Political Reform Act requires local government agencies to review their conflict of interest code every two years to determine if revisions to the code are necessary. Any necessary revisions must be reviewed and approved by the Humboldt County Board of Supervisors.

On February 21, 2017, the Board of Directors adopted the current version of the Conflict of Interest Code with significant updates, via Resolution 17-171.

Attachment 1 is the updated Draft of the Conflict of Interest with only minor changes which have been reviewed by District Counsel. The updates include the following and are noted in the Resolution:

1. Section 10. Prohibition on Receipt of Gifts in Excess of \$470 has been updated to \$520.
2. Appendix A designated positions have been updated changing Battalion Chiefs to Assistant Chiefs and the Business Manager and Fire Marshal positions have been added.

If approved and adopted the documents will be forwarded to the Elections Office with the amendments and explanations for each of the changes. The Office of Elections will then present it to the Board of Supervisors for review and approval. Revisions do not go into effect until they have been approved by the Humboldt County Board of Supervisors.

RECOMMENDATION:

Staff recommends the Board adopt Resolution 22-268 with Exhibit A via consent calendar.

FINANCIAL IMPACT:

- No Fiscal Impact/Not Applicable
- Included in Budget:
- Additional Appropriation Requested:
- Unknown/Not Yet Identified

ALTERNATIVES:

1. Board discretion

ATTACHMENTS:

- Attachment 1 – Draft Updated Conflict of Interest Code with “Track Changes”
- Attachment 2 – Resolution 22-268 and Exhibit A



CONFLICT OF INTEREST CODE

Approved by Resolution ~~17-17122-268~~
~~February 21, 2017~~ August 9, 2022

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Section 1. Introduction

In compliance with the Political Reform Act of 1974, California Government Code Section 81000, et seq., and specifically with Section 87300, et seq., the Arcata Fire Protection District hereby adopts this Conflict of Interest Code, which shall be applicable to all designated employees of the agency. The requirements of the Code are in addition to other requirements of the Act such as the general prohibition against conflicts of interest contained in Government Code Section 87100, and to any other state or local laws pertaining to conflicts of interest.

Section 2. Definition of Terms

The definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission (2 Cal. Adm. Code Sections 18100 et seq.) and any amendments to the Act or regulations, are incorporated by reference into this Conflict of Interest Code.

Section 3. Designated Employees

The persons holding positions listed in Appendix A are designated employees. It has been determined that these officers and employees make or participate in the making of decisions, which may foreseeably have a material effect on financial interests.

Section 4. Disclosure Statements

A designated employee shall be assigned one or more of the disclosure categories set forth in Appendix B. It has been determined that the financial interests set forth in a designated employees disclosure category are the types of financial interests which he or she foreseeably can affect materially through the conduct of his or her office. Each designated employee shall file statements of economic interests disclosing his or her financial interest as required by the applicable disclosure category.

Section 5. Place of Filing

All designated employees required to submit a statement of economic interests shall file the original with the Secretary of the Board of Directors who shall be the filing officer for all designated employees excluding the Board of Directors.

Within five days of receipt of the statement of economic interests from the Board of Directors, the Board Secretary will make and retain a copy and forward the originals of

these statements to the Humboldt County Office of Elections, whom the FPPC has designated as the filing officer for elected officials. The Office of Elections shall forward the original statements to the California Fair Political Practices Commission.

Section 6. Time of Filing

Initial Statements - All designated employees employed by the agency on the effective date of this Code shall file statements within thirty (30) days after the effective date of this Code.

Assuming Office Statements

1. All persons assuming designated positions after the effective date of this Code, which are designated positions, shall file statements within thirty (30) days after assuming the position.
2. All persons appointed, promoted or transferred to designated positions after the effective date of the Code, shall file statements within ten (10) days after assuming office.

Annual Statements - All designated employees shall file statements no later than January 31st of each year. Original documents forwarded to the County must be submitted to the FPPC no later than April 1st of each year.

Leaving Office Statements - All persons who leave designated positions shall file statements within thirty (30) days after leaving office.

Candidate Statements – All candidates (including incumbents), for offices specified in Government Code Section 87200, must file statements no later than the final filing date for their declaration of candidacy. This statement shall not be required if the candidate has filed any statement (other than a leaving office statement) for the same jurisdiction within sixty (60) days before filing a declaration of candidacy or other nomination documents.

Section 7. Contents of Statements

Contents of Initial Statements - Initial statements shall disclose any reportable investments and interest in real property held on the effective date of the Code.

Assuming Office Statements - Assuming office statements shall disclose any reportable investments, interests in real property and business positions held on the date of assuming office. Additionally, income (including loans, gifts, and travel payments) received during the twelve (12) months prior to the date the office is assumed.

Contents of Annual Statements - Annual statements shall disclose any reportable investments, interest in real property, business positions held and income (including loans, gifts, and travel payments) received during the period covered by the statement, provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the Code or the date of assuming office, whichever is later.

Contents of Leaving Office Statements - Leaving office statements shall disclose reportable investments, interests in real property, business positions held and income (including loans, gifts, and travel payments) received during the period between the closing date of the last statement filed and the date of leaving office.

Contents of Candidate Statements - Candidate statements shall disclose reportable investments, interests in real property and business positions held on the date of filing the declaration of candidacy. Additionally, income (including loans, gifts, and travel payments) received during the twelve (12) months prior to the date of filing the declaration of candidacy must also be reported.

Section 8. Manner of Reporting

Disclosure statements shall be made on forms supplied by Arcata Fire Protection District and shall contain the following information:

Contents of Investment and Real Property Reports - When an investment or interest in real property is required to be reported, the statement shall contain the following:

1. A statement of the nature of the investment or interest.
2. The name of the business entity in which each investment is held and a general description of the business activity in which the business entity is engaged.
3. The address or other precise location of the real property.
4. A statement whether the fair market value of the investment or interest in real property exceeds two thousand dollars (\$2,000), exceeds ten thousand dollars (\$10,000), exceeds one hundred thousand dollars (\$100,000) or exceeds one million dollars (\$1,000,000).

Contents of Personal Income Reports - When personal income is required to be reported, the statement shall contain:

1. The name and address of each source of income aggregating five hundred dollars (\$500) or more in value, or fifty dollars (\$50) or more in value if the income was a gift, and a general description of the business activity, if any, of each source;
2. A statement whether the aggregate value of income from each source was one thousand dollars (\$1,000) or less, greater than one thousand dollars (\$1,000), or

greater than ten thousand dollars (\$10,000) or greater than one hundred thousand dollars (\$100,00);

3. A description of the consideration, if any, for which the income was received;
4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made, a description of the gift, the amount or value of the gift and the date on which the gift was received.
5. In the case of a loan, the annual interest rate and security, if any, given for the loan and the term of the loan.

Contents of Business Entity Income Reports - When income of a business entity, including income of a sole proprietorship, is required to be reported, the statement shall contain:

1. The name, address and a general description of the business activity of the business entity;
2. In the case of a business entity which provides legal or brokerage services, the name of every person who paid fees to the business entity if the filer's pro rata share of fees from such person was equal to or greater than one thousand dollars (\$1,000);
3. In the case of a business entity not covered by paragraph (2), the name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than then thousand dollars (\$10,000).

Contents of Management Position Reports - When management positions are required to be reported, a designated employee shall list the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

Acquisition of Disposal During Reporting Period - In the case of an annual or Leaving Office Statement, if an investment or interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

Section 9. Prohibition on Receipt of Honoraria

No designated employee shall accept any honorarium from any source, if the employee would be required to report the receipt of income or gifts from that source on his/her statement of economic interests.

Subdivisions (a), (b), and (c) of the Government Code Section 89501 shall apply to the prohibitions in this section. This section shall not limit or prohibit payments, advances,

or reimbursements for travel and related lodging and substance authorized by Government Code Section 89506.

Section 10. Prohibition on Receipt of Gifts in Excess of ~~\$470,520~~

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No designated employee shall accept gifts with a total value of more than ~~\$470,520~~ in a calendar year from any single source, if the employee would be required to report the receipt of income or gifts from that source on his/her statement of economic interests.

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Subdivisions (e), (f), and (g) of Government Code Section 89503 shall apply to the prohibitions in this section.

Section 11. Loans to Public Officials

No elected officer of a state or local government agency shall, from the date of his/her election to office through the date that he/she vacates office, receive a personal loan from an officer, employee, member, or consultant of the state or local government agency in which the elected officer holds office or over which the elected officer's agency has direction and control.

No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the public official holds office or over which the public official's agency has direction and control. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status.

No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has

been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

This section shall not apply to the following:

1. Loans made to the campaign committee of an elected officer or candidate for elective office.
2. Loans made by a public official's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such persons, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.
3. Loans from a person, which, in the aggregate, do not exceed \$500 at any given time.
4. Loans made, or offered in writing, before January 1, 1998.

Section 12. Loan Terms

Except as set forth in subdivision (b), no elected officer of a state or local government agency shall, from the date of his or her election to office through the date he or she vacates office, receive a personal loan of \$500 or more, except when the loan is in writing and clearly states the terms of the loan, including the parties to the loan agreement, date of the loan, amount of the loan, term of the loan, date or dates when payments shall be due on the loan and the amount of the payments, and the rate of interest paid on the loan.

This section shall not apply to the following types of loans:

1. Loans made to the campaign committee of the elected officer.
2. Loans made to the elected officer by his or her spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such person, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section. (3) Loans made, or offered in writing, before January 1, 1998.

Nothing in this section shall exempt any person from any other provision of Title 9 of the Government Code.

Section 13. Personal Loans

Except as set forth in the next paragraph, a personal loan received by any designated employee shall become a gift to the designated employee for the purposes of this section in the following circumstances:

1. If the loan has a defined date or dates for repayment, when the statute of limitations for filing an action for default has expired.
2. If the loan has no defined date or dates for repayment, when one year has elapsed from the later of the following:
 - a. The date the loan was made.
 - b. The date the last payment of \$100 or more was made on the loan.
 - c. The date upon which the debtor has made payments on the loan aggregating to less than \$250 during the previous 12 months

This section shall not apply to the following types of loans:

1. A loan made to the campaign committee of an elected officer or a candidate for elective office.
2. A loan that would otherwise not be a gift as defined in this title.
3. A loan that would otherwise be a gift as set forth under subdivision (a), but on which the creditor has taken reasonable action to collect the balance due.
4. A loan that would otherwise be a gift as set forth under subdivision (a), but on which the creditor, based on reasonable business considerations, has not undertaken collection action. Except in a criminal action, a creditor who claims that a loan is not a gift on the basis of this paragraph has the burden of proving that the decision for not taking collection action was based on reasonable business considerations.
5. A loan made to a debtor who has filed for bankruptcy and the loan is ultimately discharged in bankruptcy.

Nothing in this section shall exempt any person from any other provisions of Title 9 of the Government Code.

Section 14. Disqualification

Designated employees must disqualify themselves from making, participating in the making or using their official position to influence the making of any governmental decision, which will foreseeably have a material financial effect, distinguishable from its effect on the public generally, on:

1. Any business entity in which the designated employee has a direct or indirect investment worth more than two thousand dollars (\$2,000);

2. Any real property in which the designated employee has a direct or indirect interest worth more than two thousand dollars (\$2,000);
3. Any source of income, other than loans by a commercial lending institution in the regular course of business, aggregating five hundred dollars (\$500) or more in value received by or promised to the designated employee within twelve months prior to the time when the decision is made; or
4. Any business entity in which the designated employee is a director, officer, partner, trustee, employee or holds any position of management.
5. Any donor of, or intermediary or agent for a donor of, a gift or gifts aggregating \$470 or more provided to, received by, or promised to the designated employee within twelve(12) months prior to the time when the decision is made.

No designated employee shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. (The fact that the designated employee's vote is needed to break a tie does not make his or her participation legally required for purposes of this section).

Section 15. Manner of Disqualification

A designated employee required to disqualify himself or herself shall notify his or her supervisor in writing. This notice shall be forwarded to the Chairman of the Board, who shall record the employee's disqualification. Upon receipt of such statement, the supervisor shall reassign the matter to another employee.

Appendix A

Designated Positions

Disclosure Categories

Members of the Board of Directors

All

Fire Chief

All

~~Battalion Chief(s)~~ Assistant Chiefs

All

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Business Manager

All

Fire Marshall

All

Appendix B

General Provisions - When a designated employee is required to disclose investments and sources of income, he/she need only disclose investments in business entities and sources of income from businesses or investments, which do business in the District, plan to do business in the District or have done business in the District within the last two years. In addition to other activities, a business entity is doing business within the District if it owns real property within the jurisdiction. When a designated employee is required to disclose interest in real property, he/she need only disclose those interests, which are located in whole or in part within the District or its "Sphere of Influence" as is established by the Local Agency Formation Commission of Humboldt County. Residence of the designated employee is not required to be reported.

Designated employees shall not be required to disclose interest in business entities when their interest and those of their immediate family do not in total exceed 10% ownership of the business.

Disclosure Categories - These categories are defined to parallel those listed in Form 700 as recommended by the Fair Political Practices Commission and County of Humboldt. (See Form 700 for additional disclosure and non-reportable interest's information).

Schedule A-1 – Investments; Stocks, Bonds & Other Interests

Schedule A-2 – Investments, Income, and Assets of Business Entities/Trusts

Schedule B – Interests in Real Property (Including Rental Income)

Schedule C – Income, Loans, & Business Positions (Income Other Than Gifts and Travel Payments)

Schedule D – Income; Gifts

Schedule E – Travel Payments, Advances, and Reimbursements



Resolution Number: 22-268

A RESOLUTION OF THE ARCATA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS CONFIRMING THE BIENNIAL REVIEW OF THE CONFLICT OF INTEREST CODE

WHEREAS, The Political Reform Act, Government Code Section 81000, et, seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Political Reform Act requires the Board to review its conflict of interest code biennially to determine if it is accurate or, alternatively that the code must be amended; and

WHEREAS, the Board has previously designated employees, officers and disclosure categories in Resolution No. 17-171 which now needs to be revised to (as shown in Appendix A of the Code). The Board determines the revised Appendix A accurately sets forth those updated positions which should be designated and categories of financial interest which should be made reportable.

NOW THEREFORE, BE IT RESOLVED THAT by the Board of Directors of the Arcata Fire Protection District as follows:

1. Appendix A to the Conflict of Interest Code adopted by way of Resolution 17-171 on February 21, 2021, is hereby amended and replaced as set forth in *Exhibit A* hereto and incorporated herein.
2. The Board Secretary and Fire Chief are designated as the Filing Officials and Filing Officers for the District and shall perform the duties of Filing Official and Filing Officer.

AND, BE IT FURTHER RESOLVED that the Board has conducted the 2022 biennial review of its Conflict of Interest Code, as required by the Political Reform Act, and wishes to amend the Code as described above and set forth in *Exhibit A*. The Code hereby adopted shall rescind and supersede all previous Conflict of Interest Codes of the District.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the Arcata Fire Protection District by the following polled vote:

Ayes:
Nays:
Abstain:
Absent:

DATED: August 9, 2022

Signed:

Randy Mendosa, President

Attest:

Becky Schuette, Board Clerk/Secretary



CONFLICT OF INTEREST CODE

Approved by Resolution 22-268
August 9, 2022

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Section 1. Introduction

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The definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission (2 Cal. Adm. Code Sections 18100 et seq.) and any amendments to the Act or regulations, are incorporated by reference into this Conflict of Interest Code.

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The persons holding positions listed in Appendix A are designated employees. It has been determined that these officers and employees make or participate in the making of decisions, which may foreseeably have a material effect on financial interests.

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Contents of Initial Statements - Initial statements shall disclose any reportable investments and interest in real property held on the effective date of the Code.

Assuming Office Statements - Assuming office statements shall disclose any reportable investments, interests in real property and business positions held on the date of assuming office. Additionally, income (including loans, gifts, and travel payments) received during the twelve (12) months prior to the date the office is assumed.

Contents of Annual Statements - Annual statements shall disclose any reportable investments, interest in real property, business positions held and income (including loans, gifts, and travel payments) received during the period covered by the statement, provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the Code or the date of assuming office, whichever is later.

Contents of Leaving Office Statements - Leaving office statements shall disclose reportable investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period between the closing date of the last statement filed and the date of leaving office.

Contents of Candidate Statements - Candidate statements shall disclose reportable investments, interests in real property and business positions held on the date of filing the declaration of candidacy. Additionally, income (including loans, gifts, and travel payments) received during the twelve (12) months prior to the date of filing the declaration of candidacy must also be reported.

Section 8. Manner of Reporting

Disclosure statements shall be made on forms supplied by Arcata Fire Protection District and shall contain the following information:

Contents of Investment and Real Property Reports - When an investment or interest in real property is required to be reported, the statement shall contain the following:

1. A statement of the nature of the investment or interest.
2. The name of the business entity in which each investment is held and a general description of the business activity in which the business entity is engaged.
3. The address or other precise location of the real property.
4. A statement whether the fair market value of the investment or interest in real property exceeds two thousand dollars (\$2,000), exceeds ten thousand dollars (\$10,000), exceeds one hundred thousand dollars (\$100,000) or exceeds one million dollars (\$1,000,000).

Contents of Personal Income Reports - When personal income is required to be reported, the statement shall contain:

1. The name and address of each source of income aggregating five hundred dollars (\$500) or more in value, or fifty dollars (\$50) or more in value if the income was a gift, and a general description of the business activity, if any, of each source;
2. A statement whether the aggregate value of income from each source was one thousand dollars (\$1,000) or less, greater than one thousand dollars (\$1,000), or

greater than ten thousand dollars (\$10,000) or greater than one hundred thousand dollars (\$100,00);

3. A description of the consideration, if any, for which the income was received;
4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made, a description of the gift, the amount or value of the gift and the date on which the gift was received.
5. In the case of a loan, the annual interest rate and security, if any, given for the loan and the term of the loan.

Contents of Business Entity Income Reports - When income of a business entity, including income of a sole proprietorship, is required to be reported, the statement shall contain:

1. The name, address, and a general description of the business activity of the business entity;
2. In the case of a business entity which provides legal or brokerage services, the name of every person who paid fees to the business entity if the filer's pro rata share of fees from such person was equal to or greater than one thousand dollars (\$1,000);
3. In the case of a business entity not covered by paragraph (2), the name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than then thousand dollars (\$10,000).

Contents of Management Position Reports - When management positions are required to be reported, a designated employee shall list the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

Acquisition of Disposal During Reporting Period - In the case of an annual or Leaving Office Statement, if an investment or interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition of disposal.

Section 9. Prohibition on Receipt of Honoraria

No designated employee shall accept any honorarium from any source if the employee would be required to report the receipt of income or gifts from that source on his/her statement of economic interests.

Subdivisions (a), (b), and (c) of the Government Code Section 89501 shall apply to the prohibitions in this section. This section shall not limit or prohibit payments, advances,

or reimbursements for travel and related lodging and substance authorized by Government Code Section 89506.

Section 10. Prohibition on Receipt of Gifts in Excess of \$520

No designated employee shall accept gifts with a total value of more than \$520 in a calendar year from any single source, if the employee would be required to report the receipt of income or gifts from that source on his/her statement of economic interests.

Subdivisions (e), (f), and (g) of Government Code Section 89503 shall apply to the prohibitions in this section.

Section 11. Loans to Public Officials

No elected officer of a state or local government agency shall, from the date of his/her election to office through the date that he/she vacates office, receive a personal loan from an officer, employee, member, or consultant of the state or local government agency in which the elected officer holds office or over which the elected officer's agency has direction and control.

No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the public official holds office or over which the public official's agency has direction and control. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status.

No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has

been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

This section shall not apply to the following:

1. Loans made to the campaign committee of an elected officer or candidate for elective office.
2. Loans made by a public official's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such persons, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.
3. Loans from a person, which, in the aggregate, do not exceed \$500 at any given time.
4. Loans made, or offered in writing, before January 1, 1998.

Section 12. Loan Terms

Except as set forth in subdivision (b), no elected officer of a state or local government agency shall, from the date of his or her election to office through the date he or she vacates office, receive a personal loan of \$500 or more, except when the loan is in writing and clearly states the terms of the loan, including the parties to the loan agreement, date of the loan, amount of the loan, term of the loan, date or dates when payments shall be due on the loan and the amount of the payments, and the rate of interest paid on the loan.

This section shall not apply to the following types of loans:

1. Loans made to the campaign committee of the elected officer.
2. Loans made to the elected officer by his or her spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such person, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section. (3) Loans made, or offered in writing, before January 1, 1998.

Nothing in this section shall exempt any person from any other provision of Title 9 of the Government Code.

Section 13. Personal Loans

Except as set forth in the next paragraph, a personal loan received by any designated employee shall become a gift to the designated employee for the purposes of this section in the following circumstances:

1. If the loan has a defined date or dates for repayment, when the statute of limitations for filing an action for default has expired.
2. If the loan has no defined date or dates for repayment, when one year has elapsed from the later of the following:
 - a. The date the loan was made.
 - b. The date the last payment of \$100 or more was made on the loan.
 - c. The date upon which the debtor has made payments on the loan aggregating to less than \$250 during the previous 12 months

This section shall not apply to the following types of loans:

1. A loan made to the campaign committee of an elected officer or a candidate for elective office.
2. A loan that would otherwise not be a gift as defined in this title.
3. A loan that would otherwise be a gift as set forth under subdivision (a), but on which the creditor has taken reasonable action to collect the balance due.
4. A loan that would otherwise be a gift as set forth under subdivision (a), but on which the creditor, based on reasonable business considerations, has not undertaken collection action. Except in a criminal action, a creditor who claims that a loan is not a gift on the basis of this paragraph has the burden of proving that the decision for not taking collection action was based on reasonable business considerations.
5. A loan made to a debtor who has filed for bankruptcy and the loan is ultimately discharged in bankruptcy.

Nothing in this section shall exempt any person from any other provisions of Title 9 of the Government Code.

Section 14. Disqualification

Designated employees must disqualify themselves from making, participating in the making or using their official position to influence the making of any governmental decision, which will foreseeably have a material financial effect, distinguishable from its effect on the public generally, on:

1. Any business entity in which the designated employee has a direct or indirect investment worth more than two thousand dollars (\$2,000);

2. Any real property in which the designated employee has a direct or indirect interest worth more than two thousand dollars (\$2,000);
3. Any source of income, other than loans by a commercial lending institution in the regular course of business, aggregating five hundred dollars (\$500) or more in value received by or promised to the designated employee within twelve months prior to the time when the decision is made; or
4. Any business entity in which the designated employee is a director, officer, partner, trustee, employee or holds any position of management.
5. Any donor of, or intermediary or agent for a donor of, a gift or gifts aggregating \$470 or more provided to, received by, or promised to the designated employee within twelve (12) months prior to the time when the decision is made.

No designated employee shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. (The fact that the designated employee's vote is needed to break a tie does not make his or her participation legally required for purposes of this section).

Section 15. Manner of Disqualification

A designated employee required to disqualify himself or herself shall notify his or her supervisor in writing. This notice shall be forwarded to the Chairman of the Board, who shall record the employee's disqualification. Upon receipt of such statement, the supervisor shall reassign the matter to another employee.

Appendix A

Designated Positions

Disclosure Categories

Members of the Board of Directors

All

Fire Chief

All

Assistant Chiefs

All

Business Manager

All

Fire Marshall

All

Appendix B

General Provisions - When a designated employee is required to disclose investments and sources of income, he/she need only disclose investments in business entities and sources of income from businesses or investments, which do business in the District, plan to do business in the District or have done business in the District within the last two years. In addition to other activities, a business entity is doing business within the District if it owns real property within the jurisdiction. When a designated employee is required to disclose interest in real property, he/she need only disclose those interests, which are located in whole or in part within the District or its "Sphere of Influence" as is established by the Local Agency Formation Commission of Humboldt County. Residence of the designated employee is not required to be reported.

Designated employees shall not be required to disclose interest in business entities when their interest and those of their immediate family do not in total exceed 10% ownership of the business.

Disclosure Categories - These categories are defined to parallel those listed in Form 700 as recommended by the Fair Political Practices Commission and County of Humboldt. (See Form 700 for additional disclosure and non-reportable interest's information).

Schedule A-1 – Investments; Stocks, Bonds & Other Interests

Schedule A-2 – Investments, Income, and Assets of Business Entities/Trusts

Schedule B – Interests in Real Property (Including Rental Income)

Schedule C – Income, Loans, & Business Positions (Income Other Than Gifts and Travel Payments)

Schedule D – Income; Gifts

Schedule E – Travel Payments, Advances, and Reimbursements

Date: August 9, 2022
To: Board of Directors, Arcata Fire District
From: Becky Schuette, Business Manager
Subject: Update Signers for the Arcata Fire District’s Accounts with Coast Central Credit Union and the County of Humboldt Treasury Accounts

Background

The District maintains checking and savings accounts with Coast Central Credit Union, as well as the Treasury accounts with the County of Humboldt. The Board is required to approve signers to all bank accounts and the treasury accounts with the County. On August 15, 2022, Chris Emmons will be starting his appointment as Assistant Chief and will need to be added to all District accounts. In order to provide updates to these accounts, the District will need to provide approved minutes specifying the names of all new and current signers to Coast Central and the Board Chair will need to sign the original Attachment for submission to the County.

Recommendation

Staff recommends the Board consider the information provided, take public comment, discuss, and authorize the following staff and Board Director to sign on behalf of the District:

- Justin McDonald,
- Sean Campbell
- Becky Schuette
- Nicole Johnson
- Chris Emmons

District Funds Requested/Required

- No Impact/Not Applicable
- Funding Source Confirmed:
- Other:

Alternatives

Board discretion.

Attachments

Attachment 1 – Auditor Controller Authorized Signers Signature Page



Office of the Auditor-Controller
COUNTY OF HUMBOLDT
825 5th Street, Room 126, Eureka, CA 95501-1153
Telephone (707) 476-2452 Fax (707) 445-7449

Date: June 8, 2021

Dear District Board,

As a Special District Board, you are responsible for all funds expended by your Special District. It is your Board's responsibility to determine that all proposed expenditures are for legitimate purposes and that there are sufficient funds available to cover the expenditures. We are here to assist you in your recordkeeping by processing your requests to issue payments, receive deposits, and maintain a record of your financial activity.

In order for us to process your requests in a timely manner, please provide us with a current listing of individuals authorized by your Board to sign claims and/or receive financial information by completing the bottom section of this memo and returning it to us at your earliest convenience. Please note that if someone signs for approval that is not listed below, we will not be able to process the claim.

Also, please confirm the contact information we have on record for you. If a change is necessary for any of the information below, please notify us right away.

Fund:

Mailing Address:

Site Address:

Phone: (707)

Fax: (707)

Email:

District Chief:

Email:

Asst. Chief:

As of _____ and through the end of the current fiscal year, the following individuals are authorized to sign for (write in district name):

Name (Please print)

Signature Date

Name (Please print)

Signature Date

Name (Please print)

Signature Date

Name (Please print)

Signature Date

Name (Please print)

Signature Date

Name (Please print)

Signature Date

Board Chairperson (Please print)

Signature Date



Resolution Number: 22-269

A RESOLUTION OF THE ARCATA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS AMENDING EXHIBIT A ADOPTED IN RESOLUTION 21-241 APPROVING EXEMPTIONS TO SPECIFIC PARCELS FOR THE 2006 BENEFIT ASSESSMENT AND 2020 SPECIAL TAX (MEASURE F)

WHEREAS, annually the Humboldt County Assessor provides the District with a list of over 13,000 parcels, that make up the Arcata Fire Protection District; and

WHEREAS, all the parcels within the Arcata Fire District are reviewed and verified by District staff for actual land use and fire tax applicability before the parcel list is sent to the Assessor’s Office; and

WHEREAS, each year, parcel ownership can change, new construction built, or parcels become exempt for a variety of reasons; and

WHEREAS, properties identified by District staff as split parcels, undevelopable, unimproved, or government owned properties should not be assessed the District 2006 Benefit Assessment or the 2020 Special Tax; and

WHEREAS, the annual review of the Fiscal Year 2022/23 parcel assessment list has resulted in the need to add additional parcels to Exhibit A adopted in Resolution 21-241.

NOW THEREFORE, BE IT RESOLVED THAT the Arcata Fire Protection District Board of Directors hereby adopts the additional exemptions to the specific parcels for the 2006 Benefit Assessment and 2020 Special Tax (Measure F) adopted in Resolution 21-241, attached herein as Exhibit A.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the Arcata Fire Protection District by the following polled vote:

- Ayes:
- Nays:
- Abstain:
- Absent:

DATED: August 9, 2022

Signed:

Randy Mendosa, President

Attest:

Becky Schuette, Board Clerk/Secretary

020-011-009-000	US Forest Service Building
020-023-010-000	Parcel Split - main parcel billed
020-081-025-000	State Highway
020-083-001-000	State Highway
020-084-009-000	State Highway
020-085-002-000	State Highway
020-086-002-000	State Highway
020-087-001-000	State Highway
020-087-002-000	State Highway
020-087-003-000	State Highway
020-087-004-000	State Highway
020-094-001-000	State Highway
020-094-002-000	State Highway
020-094-003-000	State Highway
020-094-004-000	State Highway
020-094-005-000	State Highway
020-095-001-000	State Highway
020-095-002-000	State Highway
020-095-003-000	State Highway
020-095-004-000	State Highway
020-121-006-000	Roadway
020-154-040-000	Landlocked, not buildable
020-155-007-000	State Highway
020-156-001-000	State Highway
020-156-003-000	State Highway
020-156-004-000	State Highway
020-161-014-000	State Highway
020-163-009-000	State Highway
020-164-005-000	State Highway
020-164-007-000	State Highway
020-165-001-000	State Highway
020-165-002-000	State Highway
020-165-022-000	State Highway
020-165-023-000	State Highway
020-165-025-000	State Highway
020-165-027-000	State Highway
020-191-001-000	State Highway
020-191-002-000	State Highway
020-191-003-000	State Highway
020-191-004-000	State Highway
020-191-006-000	State Highway
020-191-010-000	State Highway
020-191-013-000	State Highway
020-191-014-000	State Highway

020-191-015-000	State Highway
020-191-018-000	State Highway
020-191-019-000	State Highway
020-191-020-000	State Highway
021-011-003-000	Landlocked - non buildable land
021-056-005-000	State Highway
021-121-006-000	Landlocked - non buildable land
021-201-006-000	Parcel split with 021-201-008
021-291-008-000	No Charge - Airspace
021-291-009-000	No Charge - Airspace
400-011-022-000	Lupin Drive Roadway easement
400-041-060-000	Sliver corner of 400-041-055-000
400-041-061-000	Sliver corner of 400-041-055-000
400-071-045-000	Roadway
400-091-010-000	Split Parcel, main one billed by county
400-091-027-000	Sliver corner of 400-091-024-000
400-091-031-000	Non-buildable/beach
400-111-010-000	Non-buildable
405-051-008-000	Under Water
500-021-017-000	Non-buildable
500-132-009-000	Non-buildable
500-141-029-000	Historic Parcel
500-161-009-000	Landlocked, not buildable
500-172-040-000	Parcel Split - main parcel billed
500-181-027-000	Parcel Split - main parcel billed
500-201-018-000	Roadway
500-211-004-000	Landlocked - non buildable land
500-221-019-000	Parcel split
500-310-035-000	Divided by Special Districts
501-042-010-000	Highway Patrol Office - State Owned
501-043-003-000	Slough
501-043-006-000	Feds don't pay - no/low value
501-043-007-000	Feds don't pay - no/low value
501-043-008-000	Feds don't pay - no/low value
501-043-009-000	Feds don't pay - no/low value
501-043-011-000	Feds don't pay - no/low value
501-061-014-000	Feds don't pay - no/low value
501-121-020-000	Non-buildable land
501-181-003-000	CalTrans Hwy 101
501-181-004-000	CalTrans Hwy 101
501-181-006-000	CalTrans Hwy 101
501-181-012-000	State Owned - Will not pay
501-241-012-000	State Owned Marshes
501-241-018-000	Humboldt Bay - Dept. of Fish & Game

501-241-020-000	Humboldt Bay - Dept. of Fish & Game	503-511-006-000	Parcel Split - main parcel billed
501-241-026-000	Humboldt Bay - Dept. of Fish & Game	503-511-008-000	Parcel Split - main parcel billed
501-251-008-000	Humboldt Bay - Dept. of Fish & Game	503-511-022-000	Parcel Split - main parcel billed
502-021-080-000	Parcel Split - main parcel billed	503-511-023-000	Parcel Split - main parcel billed
502-031-013-000	Non-buildable land	503-511-024-000	Parcel Split - main parcel billed
503-000-001-000	Historic-Cty of Eka, Utility Right of Way	503-511-031-000	Parcel Split - main parcel billed
503-000-002-000	Historic-Cty of Eka, Utility Right of Way	503-511-033-000	Parcel Split - main parcel billed
503-103-008-000	Parcel Split - main parcel billed	503-511-034-000	Parcel Split - main parcel billed
503-192-002-000	Master APN from Segregated Parcel	503-511-037-000	Parcel Split - main parcel billed
503-221-006-000	Right of Way Easement	503-511-039-000	Parcel Split - main parcel billed
503-224-042-000	Split Parcel, main one billed by county	503-511-040-000	Parcel Split - main parcel billed
503-224-043-000	Split Parcel, main one billed by county	503-511-047-000	Parcel Split - main parcel billed
503-231-022-000	Landlocked, not buildable	503-511-048-000	Parcel Split - main parcel billed
503-232-009-000	Split Parcel, main one billed by county	503-511-060-000	Parcel Split - main parcel billed
503-241-005-000	Non-buildable land	503-511-062-000	Parcel Split - main parcel billed
503-241-006-000	Non-buildable land	503-511-064-000	Parcel Split - main parcel billed
503-241-010-000	Under water	503-511-066-000	Parcel Split - main parcel billed
503-241-011-000	Under water	503-511-071-000	Parcel Split - main parcel billed
503-241-012-000	Under water	503-511-073-000	Parcel Split - main parcel billed
503-241-016-000	PL to Marsh, non buildable	503-511-075-000	Parcel Split - main parcel billed
503-241-035-000	Common area easement	503-511-077-000	Parcel Split - main parcel billed
503-251-002-000	Under water	503-511-081-000	Parcel Split - main parcel billed
503-251-003-000	Under water	504-000-001-000	Historic-Cty of Eka, Utility Right of Way
503-251-009-000	Under water	504-031-014-000	Non-buildable strip of greenbelt
503-251-010-000	Under water	504-101-002-000	Roadway
503-251-012-000	Under water	504-101-026-000	Non-buildable, roadway
503-251-014-000	Under water	504-101-027-000	Roadway
503-271-039-000	Parcel Split - main parcel billed	504-101-028-000	Roadway
503-321-034-000	Parcel Split - main parcel billed	504-101-029-000	Roadway
503-352-002-000	Parcel Split - main parcel billed	504-221-006-000	Parcel Split - main parcel billed
503-353-012-000	State Highway	505-032-018-000	Non-buildable land
503-354-001-000	State Highway	505-042-022-000	Non-buildable lot split.
503-354-003-000	State Highway	505-042-025-000	Todd Court - Street
503-354-004-000	State Highway	505-051-003-000	State Highway
503-354-005-000	State Highway	505-051-013-000	State Highway
503-354-006-000	State Highway	505-051-023-000	Todd Court - Street
503-354-007-000	State Highway	505-063-007-000	Parcel Split - main parcel billed
503-354-008-000	State Highway	505-072-023-000	Non-buildable land
503-354-009-000	State Highway	505-072-027-000	Parcel Split
503-371-009-000	State Highway	505-072-028-000	Parcel Split
503-381-017-000	State Highway	505-101-006-000	State Highway
503-381-018-000	State Highway	505-141-022-000	Roadway
503-381-050-000	Parcel Split - main parcel billed	505-221-016-000	Non-buildable
503-392-012-000	Non-buildable land	505-294-009-000	Roadway
503-431-027-000	Parcel Split - main parcel billed	505-303-013-000	Non-buildable

505-311-015-000	Non-buildable land
505-322-016-000	Parcel Split - main parcel billed
506-011-005-000	Arcata Marsh - State owned
506-011-006-000	Arcata Marsh - State owned
506-011-007-000	Arcata Marsh - State owned
506-021-003-000	Arcata Marsh - State owned
506-021-005-000	State Owned - Will not pay
506-021-006-000	State Owned - Will not pay
506-021-007-000	State Owned - Will not pay
506-021-008-000	Arcata Marsh - State owned
506-031-003-000	Arcata Marsh - State owned
506-031-005-000	Arcata Marsh - State owned
506-041-002-000	Arcata Marsh - State owned
506-051-003-000	Non-buildable
506-051-004-000	Non-buildable
506-051-007-000	State Owned - Will not pay
506-051-009-000	Non-buildable land
506-061-001-000	Feds don't pay - no/low value
506-061-002-000	Feds don't pay - no/low value
506-061-008-000	Humboldt Bay/Marsh
506-061-017-000	Feds don't pay - no/low value
506-061-018-000	Feds don't pay - no/low value
506-061-024-000	Feds don't pay - no/low value
506-071-021-000	State Highway
506-081-011-000	Parcel Split - main parcel billed
506-082-018-000	County owned, non-buildable
506-092-005-000	Non-buildable land
506-112-002-000	Non-buildable land
506-112-019-000	Humboldt Bay
506-112-020-000	Non buildable, mostly underwater
506-121-004-000	Under water
506-121-008-000	Underwater
506-181-001-000	Feds don't pay - no/low value
506-181-003-000	Feds don't pay - no/low value
506-181-005-000	Feds don't pay - no/low value
506-191-002-000	Feds don't pay - no/low value
506-191-008-000	Feds don't pay - no/low value
506-191-009-000	Feds don't pay - no/low value
506-201-004-000	Feds don't pay - no/low value
506-201-005-000	Feds don't pay - no/low value
506-251-002-000	Parcel Split
506-271-001-000	Feds don't pay - no/low value
506-271-002-000	Feds don't pay - no/low value
506-271-003-000	Feds don't pay - no/low value
506-281-001-000	Feds don't pay - no/low value

506-281-004-000	Feds don't pay - no/low value
506-281-006-000	Feds don't pay - no/low value
506-291-008-000	Feds don't pay - no/low value
506-291-009-000	Feds don't pay - no/low value
506-291-010-000	Feds don't pay - no/low value
506-291-011-000	Feds don't pay - no/low value
506-291-014-000	Lanphere - State Park
506-311-001-000	Dunes - Federal ownership
506-311-002-000	Dunes - Federal ownership
506-312-007-000	Non-buildable
506-312-016-000	Feds don't pay - no/low value
506-331-006-000	Greenbelt & into the Mad River
506-341-009-000	Feds don't pay - no/low value
507-000-001-000	Historic-Cty of Eka, Utility Right of Way
507-000-002-000	Historic-Cty of Eka, Utility Right of Way
507-000-003-000	Historic-Cty of Eka, Utility Right of Way
507-000-004-000	Historic-Cty of Eka, Utility Right of Way
507-000-005-000	Historic-Cty of Eka, Utility Right of Way
507-011-008-000	State Highway
507-011-021-000	Parcel Split - main parcel billed
507-011-038-000	Parcel Split - main parcel billed
507-021-003-000	Non-buildable culdesac State Owned
507-021-013-000	Parcel Split - main parcel billed
507-061-007-000	Azalea Reserve
507-081-047-000	Under water
507-141-001-000	Azalea Reserve
507-141-016-000	Non-buildable greenbelt embankment
507-141-033-000	Azalea Reserve - State owned
507-251-011-000	Divided by Special Districts
507-281-003-000	Non-buildable land
507-282-009-000	Mad River
507-283-005-000	Mad River
507-283-006-000	Parcel split
507-283-007-000	Landlocked, not buildable
507-291-069-000	Non-buildable land
507-440-013-000	Parcel split
507-440-014-000	Split Parcel, main one billed by county
508-041-006-000	State Highway
508-051-010-000	State Highway
508-051-013-000	Non-buildable
508-052-013-000	Non-buildable land
508-052-039-000	Non-buildable land
508-052-040-000	Parcel Split - main parcel billed
508-151-011-000	Under water
508-191-052-000	Beach

508-211-051-000	Historic - County owned, non-buildable
508-211-055-000	Historic - County owned, non-buildable
508-211-057-000	Historic - County owned, non-buildable
508-224-036-000	Historic - County owned, non-buildable
508-224-038-000	Historic - County owned, non-buildable
508-224-039-000	Historic - County owned, non-buildable
508-224-048-000	Historic - County owned, non-buildable
508-251-024-000	Master APN from Segregated Parcel
508-371-027-000	Non-buildable MCSD property
508-401-063-000	Historic - County owned, non-buildable
508-401-065-000	Historic - County owned, non-buildable
508-401-066-000	Historic - County owned, non-buildable
508-402-033-000	Historic - County owned, non-buildable
509-021-049-000	Parcel Split - main parcel billed
509-032-048-000	Parcel Split - main parcel billed
509-041-059-000	Non-buildable land
509-212-019-000	Parcel Split - main parcel billed
509-212-020-000	Parcel Split - main parcel billed
509-221-048-000	One business, on two parcels. Split
510-211-079-000	Historic - County owned, non-buildable
510-211-081-000	Historic - County owned, non-buildable
510-271-018-000	Non-buildable
510-271-077-000	Historic - County owned, non-buildable
510-281-023-000	Historic - County owned, non-buildable
510-341-024-000	Non buildable easement to main parcel
510-341-044-000	Unbuildable Easement
510-381-022-000	Split Parcel, main one billed by county
510-391-038-000	Right of Way Easement
510-451-043-000	Historic - County owned, non-buildable
511-011-015-000	Historic - County owned, non-buildable
511-011-016-000	Historic - County owned, non-buildable
511-061-001-000	Historic - County owned, non-buildable
511-061-005-000	Historic - County owned, non-buildable

511-084-001-000	Split parcel
511-084-002-000	Historic - County owned, non-buildable
511-084-003-000	Historic - County owned, non-buildable
511-111-042-000	Non-buildable land
511-241-008-000	Feds don't pay - no/low value
511-241-022-000	Feds don't pay - no/low value
511-261-003-000	Feds don't pay - no/low value
511-261-004-000	Non-buildable
511-291-015-000	Feds don't pay - no/low value
511-291-016-000	Feds don't pay - no/low value
511-291-017-000	Feds don't pay - no/low value
511-291-024-000	Feds don't pay - no/low value
511-291-025-000	Feds don't pay - no/low value
511-291-026-000	Feds don't pay - no/low value
511-291-036-000	Feds don't pay - no/low value
511-291-038-000	Feds don't pay - no/low value
511-331-001-000	Historic - County owned, non-buildable
511-331-002-000	Historic - County owned, non-buildable
511-341-001-000	Historic - County owned, non-buildable
511-351-001-000	Historic - County owned, non-buildable
511-351-007-000	Beach
511-351-008-000	Dunes
511-351-010-000	Feds don't pay - no/low value
511-361-060-000	Parcel split
516-091-070-000	Parcel Split - main parcel billed
516-241-027-000	Parcel split
516-241-033-000	Parcel Split - main parcel billed
516-282-007-000	Parcel Split - main parcel billed
516-283-014-000	Parcel Split - main parcel billed
516-283-017-000	Parcel split
516-283-018-000	Parcel Split - main parcel billed
516-311-012-000	Divided by Special Districts
516-331-040-000	Parcel Split - main parcel billed

Correspondence & Communications

FDAC EBA and FASIS Consolidation Announcement!

Carmen Berry <cberry@firebenefits.org>

Wed 7/6/2022 2:12 PM

Cc: 'Dawn Almanzor' <dalmanzor@keenan.com>; 'Bordan Darm' <bdarm@keenan.com>; 'Daniela Dejeu' <ddejeu@firebenefits.org>; mfeltz@firebenefits.org <mfeltz@firebenefits.org>; cberry@firebenefits.org <cberry@firebenefits.org>

 1 attachments (228 KB)

Consolidation Joint Letter 070622.pdf;

Caution! This message was sent from outside your organization.

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Good afternoon FDAC EBA members,

On behalf of the FDAC EBA Board of Directors we are pleased to announce that FDAC EBA will begin the process of consolidating the FASIS work comp program and the FDAC EBA benefits program into a NEW multi-line program. This process began on July 1, 2022 with the new combined pool launching on July 1, 2023. Attached you will find a joint letter and FAQ document from FDAC EBA Board President Chief Steve Kovacs and FASIS Board President Chief Howard Wood. These documents along with regular updates will be available on the [FDAC EBA website](#).

Carmen Berry

Administrative Director

FDAC EMPLOYMENT BENEFITS AUTHORITY

808 R Street, Suite 209

Sacramento, CA 95811

p. 916-231-2143 | f. 916-231-2141

www.firebenefits.org

Managed by Smith Moore & Associates

**** My working hours may not be your working hours. Please do not feel obligated to reply outside of your normal work schedule. ****



July 6, 2022

RE: FDAC EBA (EBA) and FASIS Consolidation

Greetings EBA and FASIS Member Districts,

On behalf of the EBA and FASIS Board of Directors, it is with great excitement we announce the consolidation of our programs effective July 1, 2023. This consolidation will culminate with a multi-line risk-sharing program initially providing employee benefits and workers’ compensation coverage to eligible fire districts across the State of California.

Following years of informal discussions, negotiations between our programs began in earnest in 2019 with the formation of an Advisory Committee comprised of EBA and FASIS Board member representatives. The Committee held regular meetings to identify the most effective method by which to consolidate the programs, with the desired outcome of increased efficiencies, improved accountability, enhanced member services, and overall administrative and fiscal savings. As comprehensive discussions and plans materialized, EBA and FASIS executed a Memorandum of Understanding and Letter of Intent on March 21, 2021, to formally establish a relationship intended to develop, operate, manage, and administer one multi-line risk-sharing program.

The combined 55 years of experience across the more than 210 fire districts under the EBA and FASIS joint power authority agreements has proven both programs to be viable and successful alternatives to the commercial insurance marketplace. The long-standing goal of both Boards is to establish a “one-stop shop”, providing insurance coverage and ancillary services essential to conducting business as a California fire district.

On June 23, 2022, the EBA and FASIS Boards approved a Consolidation and Communication Plan to be executed by staff over the next twelve months, with oversight and guidance from the Advisory Committee. As consolidation activities commence, we wish to ensure each EBA and FASIS member district possesses a thorough understanding of the process and resulting efforts. In preparation, we have prepared the attached FAQ to address important questions related to the consolidation. If you have additional questions after reviewing the document, please contact Carmen Berry, EBA Administrator, at cberry@firebenefits.org or (916) 231-2143 or Jennifer Jobe, FASIS Administrator, at jennifer.jobe@sedgwick.com or (916) 244-1141.

We are of the collective belief the consolidation will result in the strong foundation of an operational framework conducive to providing our California fire districts with a successful multi-line risk-sharing program. Thank you in advance for your support of this monumental endeavor.

Yours Sincerely,

Chief Steve Kovacs
President, FDAC EBA

Chief Howard Wood
President, FASIS



CONSOLIDATION FREQUENTLY ASKED QUESTIONS

Who serves on the Advisory Committee?

The Advisory Committee is comprised of two EBA and three FASIS Board members.

EBA

- Chief Steve Kovacs, Murphys Fire
- Chief Don Butz, Lakeside Fire

FASIS

- Chief Howard Wood, Vacaville Fire
- Chief Steve Akre, Sonoma Valley Fire
- Director Carol Pigoni, Cloverdale Fire

Why have the EBA and FASIS decided to consolidate?

The EBA and FASIS, primarily homogeneous risk pools, have discussed the value of consolidation for years. The combined leadership determined that a multi-line risk pool would recognize economies of scale, streamline financial and administrative resources, and reduce duplicative programs, thus providing efficient and effective service to an expanded membership.

How will the consolidation benefit my district?

The consolidated pool will provide a “one-stop shop” for health benefits and workers’ compensation for public safety/fire districts throughout California. Governed by the Board of Directors, the consolidated pool will expand and enhance member services as a joint body.

Will my rates change?

No. Both programs will continue to provide the most competitive rates available.

Is my district required to participate in both programs within the consolidated Joint Power Authority (JPA)?

No. Dependent upon eligibility, districts may choose to participate in one or both programs under a single Joint Powers Agreement.

Are all members eligible to participate in all programs?

Unfortunately, not all existing members may be eligible to participate in all programs. Although health care benefits will continue to be available to existing EBA members, these benefits will not be available to new/prospective non-fire districts. Existing non-fire districts providing emergency services will be included in the consolidated risk pool.

Will there be a benefit to my district if we participate in both programs?

Yes. Your district will benefit from streamlined financial and administrative resources in a “one-stop shop” for workers’ compensation and health care benefits.

Will my district be required to execute a new Joint Powers Agreement?

Yes. All members are required to execute a new Joint Powers Agreement.

Will the consolidated program operate under a new governance structure?

Yes. A new governance structure including a consolidated Board of Directors and standing committees (workers’ compensation, health benefits, etc.) will be established under new program Bylaws.

Who will administer the consolidated program?

Initially, the Administrators of both the EBA (Smith Moore & Associates) and FASIS (Sedgwick) will work together to administer the consolidated program. The new Board of Directors will determine how best to proceed with the administration moving forward.

When will the consolidation be complete?

The consolidated JPA will launch on July 1, 2023.

What is next for my district?

EBA and FASIS member districts will receive regular communications regarding consolidation activities, including execution of the new Joint Powers Agreement and other governing documents. This and additional information can be found on the [EBA](#) and [FASIS](#) websites.

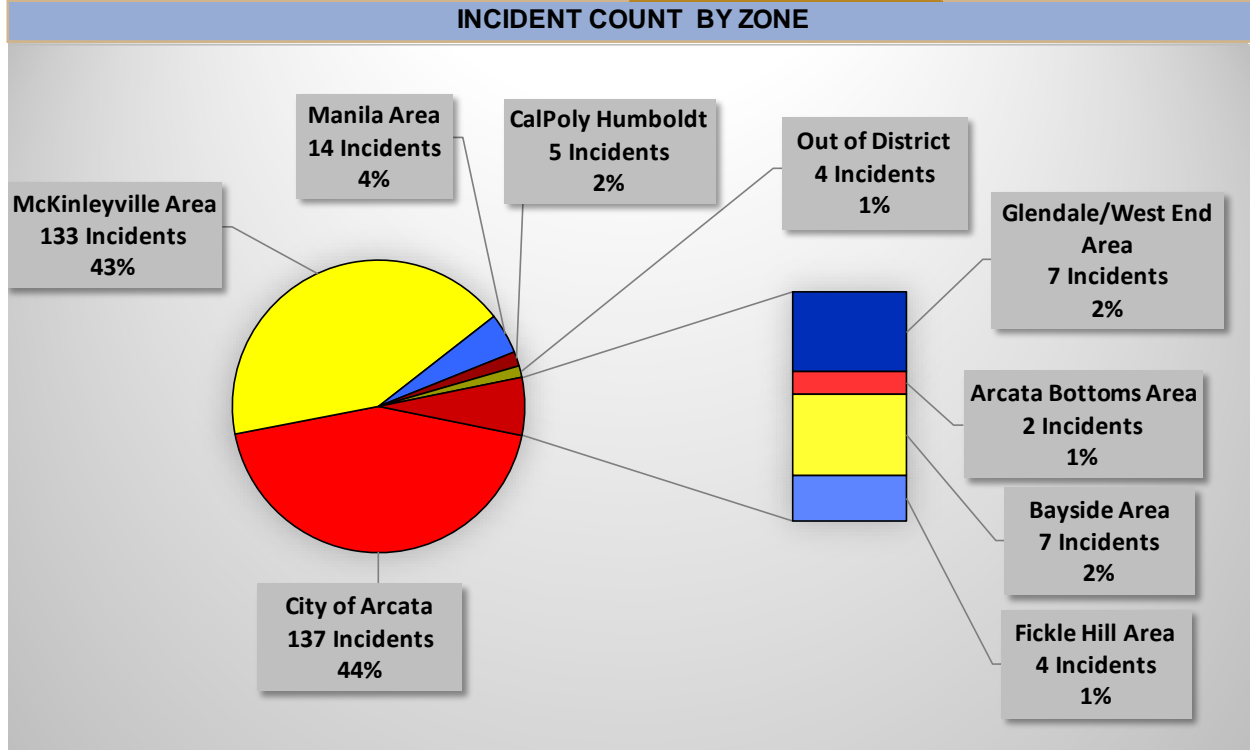
Date: August 9, 2022
To: Board of Directors, Arcata Fire District
From: Justin McDonald, Fire Chief
Subject: Fire Chief's Monthly Report

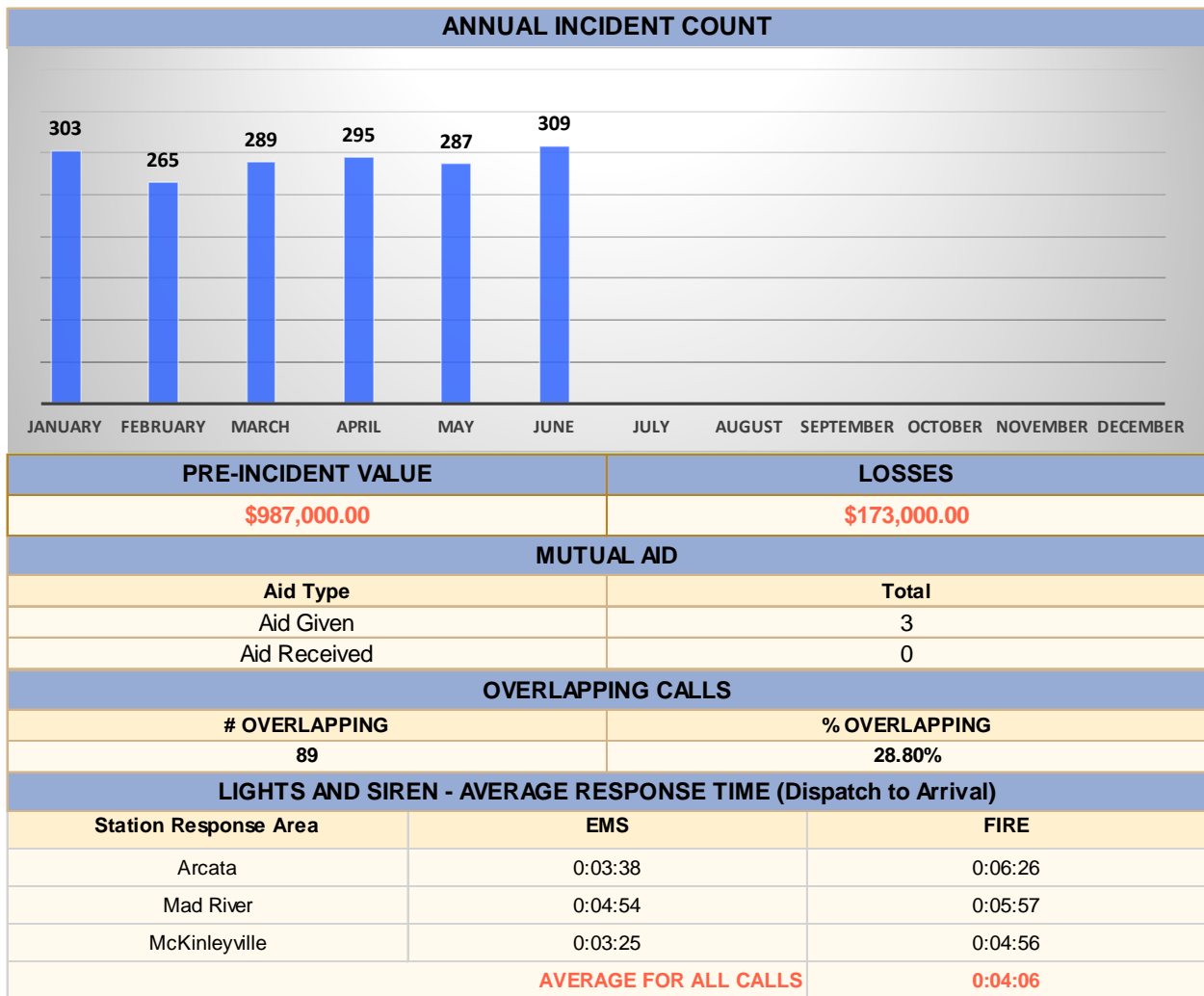
Monthly Incident Activity

June Notable Incidents

- 06/06/2022 Residential Structure Fire – 4000 Blk Seidel Road, Arcata – Trailer fire with several exposures, Trailer was a total loss.
- 06/06/2022 Residential Structure Fire – 500 Blk G Street, Arcata – Intentionally set fire to a vacant/remodel residence.

MONTHLY INCIDENT COUNT		
Fires	26	8.41%
Overpressure rupture, explosion, overheat - no fire	1	0.32%
Rescue & Emergency Medical Service	159	51.46%
Hazardous Condition (No Fire)	4	1.29%
Service Call	45	14.56%
Good Intent Call	55	17.80%
False Alarm & False Call	19	6.15%
Severe Weather, Natural Disaster, & Other	0	0.00%
Incomplete	0	0.00%
TOTAL	309	100.00%





Monthly Operations Report

June Overtime Hours - Suppression staff covered **576** hours of mandatory OT to maintain minimum staffing levels. **22** days were at the minimum on-duty staffing (2 stations staffed with 2 on-duty).

Training Highlights – 242 hours of training that included, annual wildland skills refresher, driver training, hose operations, and auto extrications.

Apparatus and Station Maintenance and Repair Report

Last month the District borrowed an engine for 4 hours from Blue Lake Fire for crews to use as we were down to one functioning engine.

E8211 Out of Service
 E8215 In Service
 E8216 In Service – Reserve status
 E8217 In Service
 E8239 Out of Service with blown head gasket

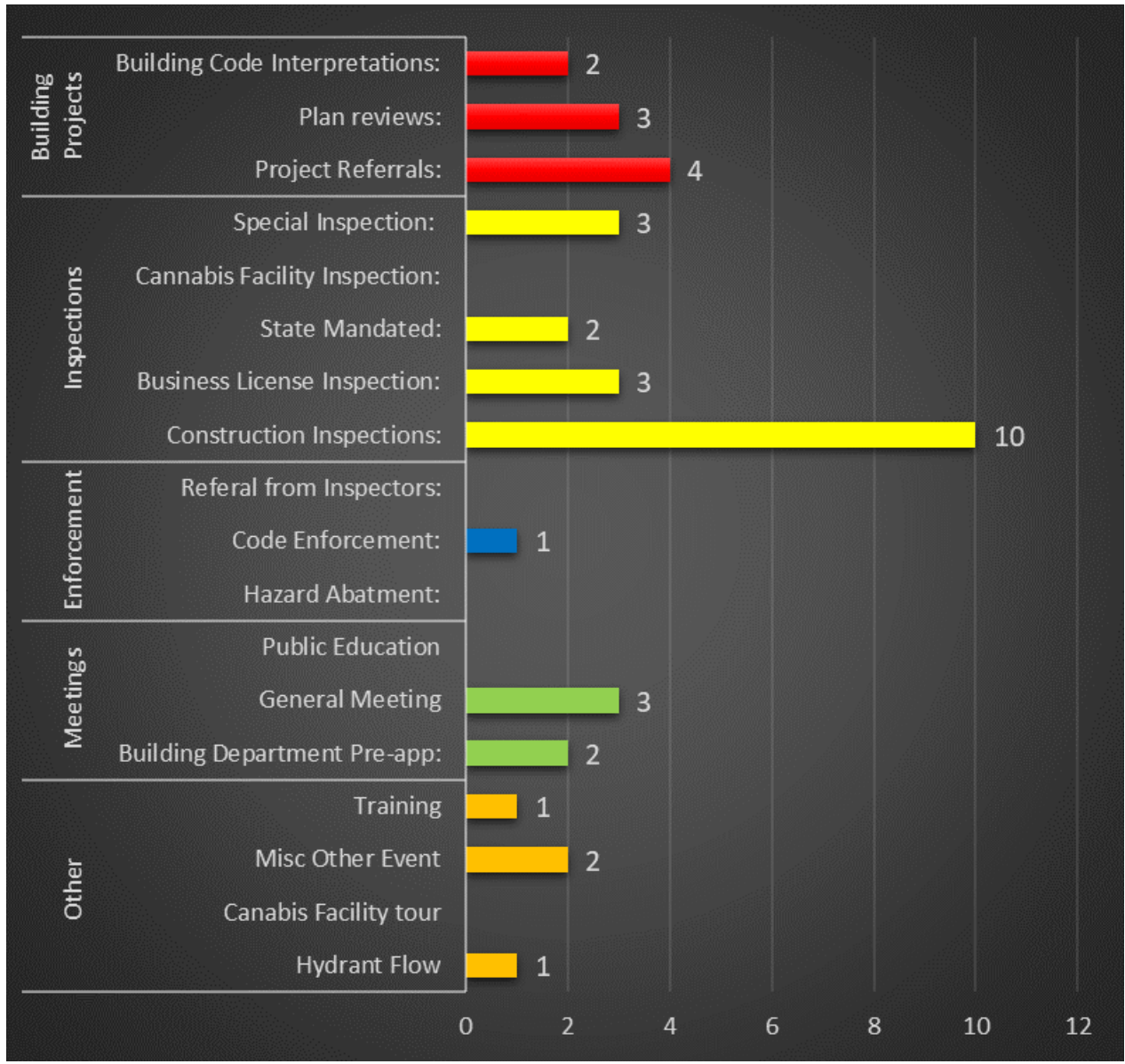
Fire Prevention Report

Fire Marshal position

Hours worked – 65 hours

July Activity

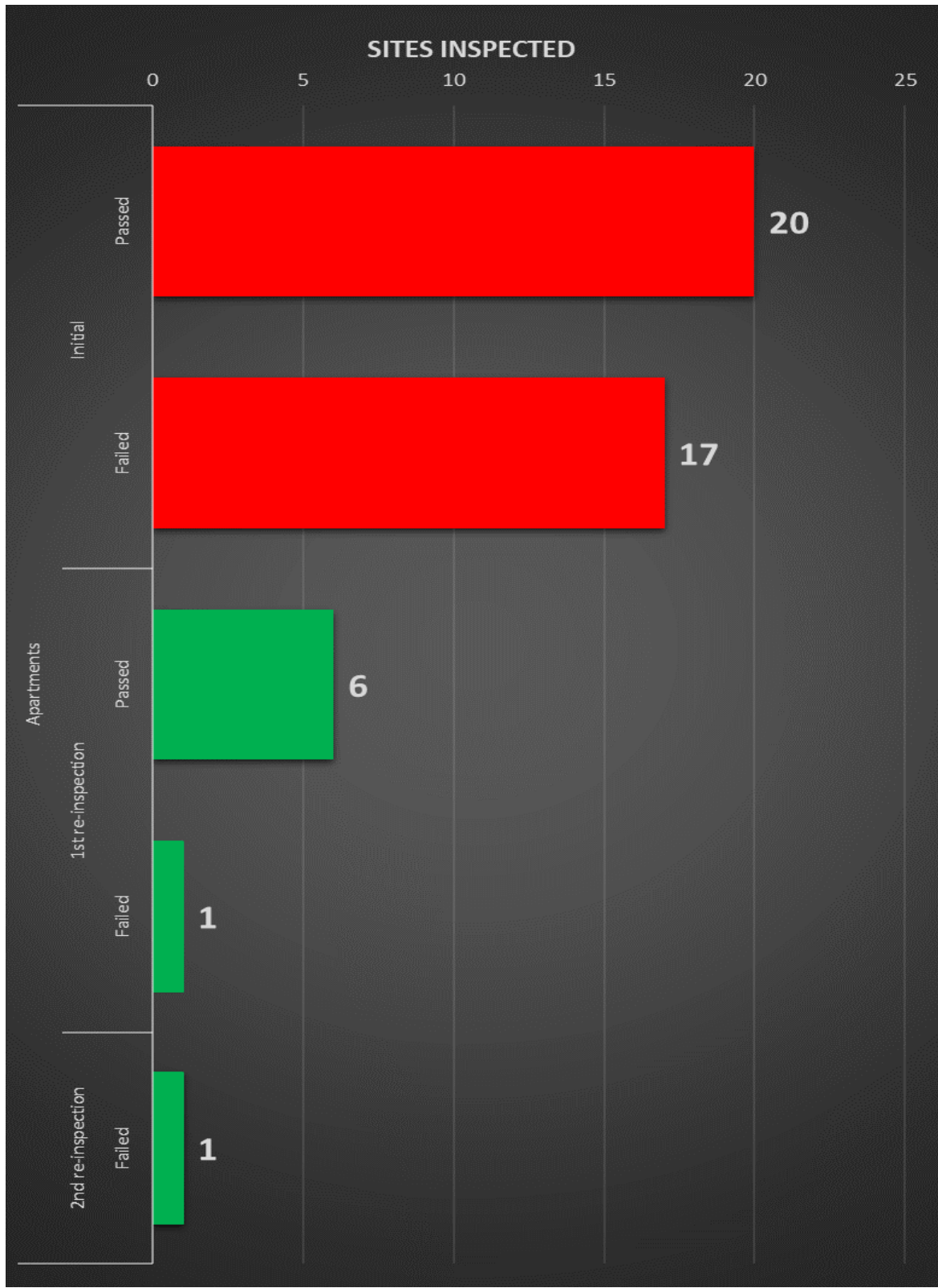
Count



Inspector position Hours Worked – 101.5 hours

July Activity

Count



Monthly Administrative Report

Assistant Chief & Fire Captain Recruitment – The recruitment process has concluded with 4 accepted job offers. Chris Emmons has accepted the Assistant Chief position and Tony Freeman, Brandon Johnson, and Stefan Rheinschmidt have accepted the Captain positions. The AC position will begin the 15th of August, and that same week, the Captains will be placed on a shift schedule to receive on-the-job training for 4-weeks. The third station will be staffed by mid-September. We will still be one engineer position short of our staffing requirement. Once the captain training is concluded, the engineer position will be opened for recruitment. The second AC position will be held open until filled. No anticipated retesting date for this position has been set.

Prevention Bureau Office Assistant Recruitment – Last year’s budget, and again in this year’s budget, a part time office assistance has been allocated to the prevention bureau. Given that the priority has been to fill suppression positions, this recruitment has yet to be started. Now that we have filled a majority of the suppression positions, staff will begin to work on filling this position. The office position is funded by the prevention fees and will provide direct support to the Fire Marshal and Inspector positions with data entry. Additionally, the position will be a back up to the front office when the Business Manager is out of the office.

Office Intern – The District has partnered with Reaching For Independence, Inc. is a community integration and job training program for Adults with Developmental Disabilities and Autism located in Humboldt and Del Norte Counties. They have placed Reyna as an intern with the District to gain skills in the office setting. Reyna has been working on her janitorial skills in the District office every Friday.

Redwood Coast Energy Authority (RCEA) – Nothing new to report.

Annexation – Nothing new to report.

Retiree Health Change Notification – The District mailed 14 certified return receipt letter notifications to all of the in-state retirees receiving District paid medical benefits, advising them of the change to their medical benefit occurring during open enrollment later this year. In-state retirees will be responsible for updating their own benefits during open enrollment, as the District has no ability to make the change from PERS Platinum to PERS Gold on their behalf. To date, we have not received response from 3 of the retirees, acknowledging receipt of their letters.

Revenue Recovery

	Last Month		All Year	
Insurance Claims				
Claims Submitted	4	\$1,392.00	31	\$17,822.00
Payments Received by FRUSA	3	\$682.08	17	\$5,370.24
Claims Denied	0	\$0.00	2	\$696.00
NON-BILLABLE - (INADAQUATE INFO PROVIDED BY FD)	0	\$0.00	0	\$0.00
Drafts	0	\$0.00	0	\$0.00

Non-Billable (Other)	0	-	2	-
In Progress	4	-	18	-

Inspection Fees Paid

Payments last month \$2,672.50 (17) Invoices	Payments this year \$22,015.03 (141) Invoices
	Payments last year \$41,689.25 (261) Invoices

Billing Status	Count	FD Amount
Open -30	29	\$3,813.50
Open -60	4	\$603.25
Open -90	0	\$0.00
Open -90+	0	\$0.00
Sent to collections	16	\$2,929.64
<i>Accounts Receivable</i>		\$7352.39

District Business

Date: August 9, 2022
To: Board of Directors, Arcata Fire District
From: Justin McDonald, Fire Chief
Subject: Board Discussion Regarding the Potential Impacts From the Cal Poly Humboldt Buildout

DISCUSSION:

President Mendosa requested this item be placed on the agenda for Board discussion. Staff also feels this is an opportunity for the Board to have a public discussion on how Cal Poly Humboldt's planned growth. The expansion to housing, student numbers, staffing and overall increase in the community footprint will impact the District. This growth may be running in parallel with the City of Arcata's Gateway Project, however, it also appears that it will be coming at a much faster pace than the Gateway Project. It is already clear that these community improvements, whether in tandem or separate, will have a dramatic impact on the Fire District's staffing, logistics, finances, apparatus need and overall operations. It should also be noted that rapid increase of student, staff, and faculty population to our District will not be commensurate with the tax revenue the District can generate to cover staffing and equipment needs.

This is a way to get the conversation started, similar to the District's involvement with the Gateway Project and it would be desirable to have Cal Poly work with the Board to analyze what the increased demands might look like, and potential ways to mitigate them.

Staff has invited a representative from Cal Poly to attend and speak to the planned buildout, as well as answer questions the Board may have.

RECOMMENDATION:

Staff recommends the Board consider the information provided, take public comment, and discuss and provide direction to staff as needed.

FINANCIAL IMPACT:

- No Fiscal Impact/Not Applicable
- Included in Budget:
- Additional Appropriation Requested:
- Unknown/Not Yet Identified:

ALTERNATIVES:

1. Board discretion

ATTACHMENTS:

N/A

Date: August 9, 2022
To: Board of Directors, Arcata Fire District
From: Justin McDonald, Fire Chief
Subject: Consider Contracting with Interwest Insurance Services for Risk Management Consulting Services

DISCUSSION:

Staff has been researching options for the District with regards to Workers Compensation insurance. Currently the District contracts with the County of Humboldt for this coverage and it is still the most cost-effective option. One of the carriers that staff met with has offered a service that may be beneficial to reducing comp claims. If the district is able to reduce claims, it will reduce our ex-mod factor which, in-turn, will potentially allow for the District to contract with a carrier that is not the County.

Interwest Insurance Services has given staff a proposal for risk management consulting, Cal-OSHA program compliance, new-hire safety orientation, and risk management training. The proposed contract period is for FY 2022 and is a flat rate of \$5000. The Proposed FY 22/23 budget has \$10,000 allocated for Human Resource Services. This budget item currently has no ongoing expenses and is budgeted for “as-needed” expenses in the HR/Risk management category.

RECOMMENDATION:

Staff recommends the Board consider the information provided, take public comment, discuss, and authorize the Chief to enter into a service agreement with Interwest Insurance Services for the listed services.

FINANCIAL IMPACT:

- No Fiscal Impact/Not Applicable
- Included in Budget: **5180.2 Human Resources Services - \$10,000**
- Additional Appropriation Requested:
- Unknown/Not Yet Identified:

ALTERNATIVES:

1. Board discretion

ATTACHMENTS:

- Attachment 1 – Service Fee Agreement



SERVICE FEE AGREEMENT

THIS AGREEMENT is between Arcata Fire District (herein referred to as "Client") and InterWest Insurance Services, LLC (herein referred to as "Broker").

• InterWest Insurance Services Agrees to Provide access to the following services:

- Risk Management Consulting
- Cal-OSHA Written Program Compliance
- Safety Orientation – "Onboarding" packet
- IW Risk Management Platform access for online training

1. This Agreement shall become effective on August 15, 2022 and will terminate upon completion of the above activities or August 14, 2023, whichever is latest.

2. Client shall pay Broker a fee of \$5,000 for the above services. This fee is due in full by the 30th day after execution of agreement.

a. This fee will not be subject to any increase or decrease at final audit. The fee is flat.

b. In addition to the fee referenced in Item 3, Broker may receive compensation from various insurance companies providing coverage. The remuneration covered by this Agreement includes fees for services you requested that fall outside of the scope of transacting insurance on behalf of the consumer.

c. It is agreed between the Parties that the fees are fully earned, subject to the Termination clause below.

d. If additional services are desired a new agreement will be negotiated between the parties which may or may not supersede this agreement.

Let our experience guide you.

P.O. Box 255188
Sacramento, CA 95865-5188
CA DOI #0B01094

General Conditions:

- A. Privacy Policy: To protect our clients' privacy rights, InterWest is committed to safeguarding their personal information which we collect to be able to provide the products and services we offer. Your data will be protected and used only in a manner that is compliant with the California Consumer Privacy Act. We do not sell our clients' personal information to third parties.
- B. Assignment. No party may assign its rights or delegate its duties under this Agreement without the prior written consent of the other party.
- C. Consent. The signatories to this Agreement represent and warrant that they have the right, power, legal capacity and authority to enter into this Agreement on behalf of the respective parties.
- D. Entire agreement, amendment, waiver. This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements, representations and understandings of the parties. No amendment or other alteration of this Agreement shall be binding unless executed in writing by the signatories to this Agreement. No waiver of any of the provisions of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether similar, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver.
- E. Fair meaning. The language in all parts of this Agreement shall be in all cases construed simply according to its fair meaning.
- F. Applicable law. This Agreement shall be construed in accordance with, and governed by, the laws of the State of California.
- G. Indemnification. Each party to this Agreement represents, covenants and warrants that it will defend, save, protect, indemnify, and hold harmless the other party, and its respective officers, directors, and employees from any and all claims, demands, suits, or other process to the extent such claims, demands, suits, or other process arises out of their respective negligence or willful misconduct.
- H. Amendments. The parties hereby further agree that this Agreement cannot be amended or modified without the written concurrence of both parties.
- I. Notices. Any notices required to be given by the Client to Broker or by the Broker to Client shall be in writing and delivered to the parties at the following addresses:

Broker: InterWest Insurance Services, LLC
P.O. Box 8110
Chico, CA 95973

Client: Arcata Fire District 2149 Central Avenue McKinleyville, CA 95519
--

Let our experience guide you.



TERMINATION:

This Agreement may be terminated by either party for convenience upon sixty (60) days written notice to the other party, or for cause if either party fails to perform, through no fault of the other, and does not commence correction within ten (10) days of written notice and diligently completes the corrections thereafter.

It is agreed that Broker will earn 100% of the stated fee upon binding of coverage.

WITNESS WHEREOF, the parties to this Agreement have duly executed it as of the ___day of August 2022.

INTERWEST INSURANCE SERVICES, LLC

Date: _____

By:

Title: _____

CLIENT

Date: _____

By: _____

Title: _____

Rev.1.2020

Let our experience guide you.

Date: August 9, 2022
To: Board of Directors, Arcata Fire District
From: Justin McDonald, Fire Chief
Subject: Consider and Discuss Updates to Station Signage and Vehicle Logos

DISCUSSION:

Following discussion at the June meeting, staff was directed to develop new signage for the stations in order to increase recognition and understanding of the Fire District and its boundaries. While conducting research two things were noticed. On all of the current logos, the word "District" is abbreviated, but on the fleet vehicles, there is inconsistency in whether there is a difficult to read "patch" logo or just words. After looking at the fleet, staff feels that the Board should also include the purchase of new door decals for the vehicle fleet. As discussed, the name of the District should stand out as the predominant feature of the sign or vehicle logos. Staff feels that spelling out the name will help add emphasis to the name.

Example 1 below shows a sampling of the fleet from the past with the easier to read name. Example 2 shows the use of both the old and new "patch" logo. The third example is a draft of two renditions of a newer easier to read logo. Staff can reduce the cost of the new logos and remove the old logos in house. The new logo is estimated to cost approximately \$100 and then an additional \$95 per hour to install them. The fleet could be cycled through the shop to keep cost at a minimum.

The fourth example is for the signage and shows a display of the current McKinleyville Station Sign and a mockup of the new sign. The new sign would be printed on metal and could be affixed over the top of the current sign. The cost of the new sign is \$365.

At this time, the Mad River sign is too small and there is no sign at the downtown station, so alternatives are being worked on to accommodate both situations.

RECOMMENDATION:

Staff recommends the Board consider the information provided, take public comment, discuss, and direct staff to proceed with the new signs and logos with a not to exceed \$5000 cost.

FINANCIAL IMPACT:

- No Fiscal Impact/Not Applicable
- Included in Budget:
- Additional Appropriation Requested: \$5000 appropriated for the project
- Unknown/Not Yet Identified:

ALTERNATIVES:

1. Board discretion

ATTACHMENTS:

None

Example 1- Old Vehicle Logos "Arcata Fire District"



Example 2 - Vehicle logos using the old patch and new patch design

Door logos with the old patch



Door logos with the newer logo



Example 3 - Draft NEW logo with larger font and spelled out DISTRICT



Example 4 – McKinleyville Station Sign

