

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  
September 13, 2022  
5:30 PM  
Location: *Remote Via Zoom***

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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**

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**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

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## 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 August 9, 2022, Regular Meeting Pg. 7
2. August 2022 Financial Report Pg. 11
3. Renewal of Adoption of Resolution 21-247 for an Additional 30 Days, Making Findings Pursuant to Government Code Section 54953, As Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings Pg. 25
4. Adopt Resolution 22-273 with Exhibit A, Approving Disposal of Surplus Equipment & Property Pg. 36

## CORRESPONDENCE & COMMUNICATIONS

Pg. 38

1. Public Correspondence
  - a. Letter from LAFCo reporting the extension of the voting period Pg. 39
  - b. Letter of Resignation from Director Rosen Pg. 41
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. 42
4. Director Matters

## DISTRICT BUSINESS

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1. **PUBLIC HEARING - Adoption of Resolution 22-270 Finalizing the Annual Budget for Fiscal Year 2022/23** Pg. 47
  - a. Attachment 1 - Draft Fiscal Year 2022/23 Budget Pg. 49
  - b. Attachment 2 - Resolution 22-270 with Exhibit A Pg. 57

*\* Notice is hereby given that the Arcata Fire Protection District will convene a public hearing to consider the adoption of FY 2022/23 budget*
2. **PUBLIC HEARING - Adoption of Resolution 22-271, Revising the Schedule of Fees & Charges to Ordinance 09-14** Pg. 59
  - a. Attachment 1 - Resolution 22-271 with Attachment A to Ordinance 09-14 Pg. 61

*\* Notice is hereby given that the Arcata Fire Protection District will convene a public hearing to consider update to the schedule of fees*
3. Consider Adoption of Resolution 22-272 Recommending Appointment by the Humboldt County Board of Supervisors Pg. 68
  - a. Attachment 1 - Resolution 22-272 Pg. 69
4. Consider Disposal of the 2010 Chevy Impala and Authorize the Purchase of a Replacement Vehicle Pg. 70

## 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 October 11, 2022, at 5:30 pm.

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

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*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 9<sup>th</sup> Street, Arcata, CA 95521*
- *Mad River Station, 3235 Janes Road, Arcata, CA 95521*
- *The Arcata Fire Protection District website: [www.arcatafire.org](http://www.arcatafire.org)*

# Public Comment & Association Reports



**ARCATA VOLUNTEER FIREFIGHTERS  
ASSOCIATION, INC.**

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

**Date: 9/13/2022 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 August, 75 Hours.
  - Volunteers responded to various incidents and the Cal Poly Housing drill
  - Grant development is ongoing to support the needs of the District
  - Conducted CPR and First Aid Classes
  - Assisting Captain McDonald with the Rural Address Placard project.

**Project Status**

- 61 Address Placard ready to be installed across the District. A second order for another 20 place September 2<sup>nd</sup>. Need to add the **Red**, **Black**, and **Blue** indicator tape to about half. We will be looking for help getting these placards out and installed.



- 18 out West End Rd, 18 in Bayside, 17 around Mckinleyville, 6 up Fickle Hill, 1 in Manila and 1 out Essex lane.
- An effort on how to reenergize the interest is in discussion. Would like to get an additional 300 requests.
- This could turn into a long-term standing option for residence to make a request.

**Grants; Recent Grant Activity**

- California Fire Foundation denied the grant application for the "Dual-Certified" Wildland/Station Pants and included hose clamps and clamp holsters.
- Applied with Coast Central for the "Dual-Certified" Wildland/Station Pants and included hose clamps and clamp holsters
- Still pending 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.

**AVFA Properties**

- Lease agreement for 9<sup>th</sup> Street property with the lawyers.

# Consent Calendar



**MINUTES**

*Regular Board Meeting  
August 9, 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 5:33 pm.

**PLEDGE OF ALLEGIANCE**

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

**ATTENDANCE AND DETERMINATION OF A QUORUM**

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

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

**APPROVAL OF AGENDA**

It was moved to approve the agenda.

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

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

**PUBLIC COMMENT**

President Mendosa called for public comments and there were none.

Senior Management Group – Nothing to report.

Local 4981 – Captain Marcus Lillard reported that there are three new Captains starting next week. Thank you to Director Loudenslager for coming on a ride-along.

Arcata Volunteer Firefighters Association (AVFA) – Roy Willis, President, reviewed his staff note and added an invite for the Board Directors to meet with AVFA about the association, who they are and how they can help the District.

**CONSENT CALENDAR**

1. Minutes from June 14, 2022, Regular Meeting
2. June 2022 Financial Report
3. July 2022 Financial Report

4. Renewal of Adoption of Resolution 21-247 for an Additional 30 Days, Making Findings Pursuant to Government Code Section 54953, As Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings
5. Adoption of Resolution 22-268 with Exhibit A, Confirming the Biennial Review of the Conflict of Interest Code
6. Update Signers for the Arcata Fire District's Accounts with Coast Central Credit Union and the County of Humboldt Treasury Accounts
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)

President Mendosa reviewed the consent items aloud and queried if anyone wanted any items pulled. There were no public comments and two Directors had questions, however, no items were pulled.

It was moved to approve the consent calendar.

**Motion:** Maynor; Second: Rosen

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

### **CORRESPONDENCE & COMMUNICATIONS**

President Mendosa was having technical difficulties with his computer and electronic packet and asked that Director (Vice President) Maynor read the correspondence.

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

2. Committee Reports:

a. Arcata Station Committee (*Mendosa, Maynor*) – Nothing new to report. Chief McDonald did advise that the AVFA is planning to meet to discuss the lease agreement with the District.

b. Arcata General Plan & Gateway Area Plan Committee (*Loudenslager, Mendosa*) – President Mendosa led with discussion on the Gateway expansion, as well as the Cal Poly growth. The topic was blurred with District Business Item 1 and lengthy consideration documented later in these minutes under the appropriate item.

c. Measure F Committee – Chief McDonald first meeting of the committee is meeting in the morning to review last year's finances. Hopeful for a report or full findings by the next meeting.

President Mendosa called Director Matters prior to the Chief giving his monthly report.

4. Director Matters – Director Loudenslager briefly discussed his ride-along. Director Maynor and President Mendosa had questions about engines 8216 and 8239 which were answered by the Chief and Assistant Chief Campbell.



3. Fire Chief's Monthly Report – Chief McDonald reviewed his monthly report aloud with a reminder about the public hearings for the budget and fee schedule, as well as beginning the process of adoption of the fire code at the next several Regular Meetings.

## **DISTRICT BUSINESS**

**1. Board Discussion Regarding the Potential Impacts from the Cal Poly Humboldt Buildout:** As referenced earlier in the minutes, this topic had somewhat blended in with the Gateway Committee report.

Both Director Loudenslager and President Mendosa provided input from their communications and involvement with the community and public meetings on both the Gateway project as well as the Cal Poly expansion. Each spoke at length on their respective study and desired collaboration of the proposals. It was noted by Director Loudenslager that the Cal Poly expansion is “more urgent” than the Gateway Project which actually interferes with the Gateway deliberations, as things are moving quickly with the Craftsman’s mall activity.

There was a lengthy discussion on numerous topics related to both projects. Concern about a reduction in the property tax base as Cal Poly purchases properties which will be exempt and if there are ways to recoup the loss in some way.

Service impacts, not just to the Fire District but also the hospitals, ambulance company and infrastructure capabilities.

The height of the buildings under consideration was also cited, referencing the lack of fire personnel, equipment, apparatus, and training for mid to high-rise building fires. Assistant Chief Campbell pointed out that a residential structure fire requires a minimum of 14 firefighters to control the fire, while a mid to high-rise building requires 49 firefighters. It is not just about the lack of a ladder truck and training but the limited personnel. There are not enough firefighters in all of Humboldt County to put out a significant fire in a high-rise building locally.

The Fire District would like to schedule meetings, write letters, and make direct contact with the leadership for both projects; President Jackson (Cal Poly), David Loya and Karen Diemer (City of Arcata), and possibly the State Fire Marshal. Senator McGuire was also mentioned.

There were no public comments.

This item was for information only with no action taken.

**2. Consider Contracting with InterWest Insurance Services for Risk Management Consulting Services:** Chief McDonald reviewed his staff note aloud and made his recommendation.

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

It was moved to authorize the Chief to enter into a service agreement with InterWest Insurances Services for the listed services.

**Motion:** Maynor; Second: Loudenslager

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

**3. Consider and Discuss Updates to Station Signage and Vehicle Logos:** Chief McDonald reviewed his staff report aloud and made his recommendation.

Several of the Directors had comments and requests about the language on the signs and the logo's that were presented by the Chief. There were also recommendations on locations for putting signs.

There were no public comments.

The item was referred back to staff with no action taken and no motion made.

### **CLOSED SESSIONS**

There was no closed session scheduled.

### **ADJOURNMENT**

Following a motion, President Mendosa adjourned the meeting at 7:38 pm.

**Motion:** Maynor; **Second:** Randy

The next Regular Meeting is scheduled for **September 13, 2022, at 5:30 pm.**

Respectfully submitted,

Becky Schuette,  
Clerk of the Board

2:54 PM  
 09/07/22  
 Accrual Basis

ARCATA FIRE DISTRICT  
**Balance Sheet**  
 As of August 31, 2022

	<u>Aug 31, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
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
<b>Total C.T. CONTINGENCY DESIGNATN 2011</b>	<u>56,596.13</u>
CCCU CHECKING	277,425.29
CCCU LIQUID ASSETS	100,320.35
COAST CENTRAL SAVINGS	15,793.15
COUNTY TREASURY	2,027,981.85
<b>Total Checking/Savings</b>	<u>2,666,746.99</u>
<b>Accounts Receivable</b>	
1200 · ACCOUNTS RECEIVABLE	11,327.23
<b>Total Accounts Receivable</b>	<u>11,327.23</u>
<b>Other Current Assets</b>	
A/R County #2	62,500.00
ACCT RECV - COUNTY TREASURY	3,151,701.83
INTEREST RECEIVABLE	30,000.00
PREPAID EXPENSE	25,482.31
<b>Total Other Current Assets</b>	<u>3,269,684.14</u>
<b>Total Current Assets</b>	<u>5,947,758.36</u>
<b>Fixed Assets</b>	
ACCUMULATED DEPRECIATION	-2,658,149.00
BUILDINGS AND IMPROVEMENTS	2,329,696.91
EQUIPMENT	3,345,680.56
LAND	224,630.00
<b>Total Fixed Assets</b>	<u>3,241,858.47</u>
<b>Other Assets</b>	
DEFERRED OUTFLOWS-OPEB	808,883.00
DEFERRED OUTFLOWS-PENSION	1,289,855.00
<b>Total Other Assets</b>	<u>2,098,738.00</u>
<b>TOTAL ASSETS</b>	<u><u><b>11,288,354.83</b></u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2000 · ACCOUNTS PAYABLE	869,174.30
<b>Total Accounts Payable</b>	<u>869,174.30</u>

ARCATA FIRE DISTRICT  
**Balance Sheet**  
As of August 31, 2022

	<u>Aug 31, 22</u>
<b>Credit Cards</b>	
<b>US BANK</b>	2,204.81
<b>Total Credit Cards</b>	2,204.81
<b>Other Current Liabilities</b>	
<b>ACCOUNTS PAYABLE 2</b>	25,482.31
<b>ACCRUED EXPENSES - OTHER</b>	36,322.30
<b>COMPENSATION TIME OFF</b>	7,865.92
<b>WAGES PAYABLE</b>	109,442.06
<b>2100 · PAYROLL LIABILITIES</b>	
<b>457 DEDUCTION</b>	3,450.00
<b>CA WITHHOLDING</b>	4,165.58
<b>FEDERAL WITHHOLDING</b>	9,031.46
<b>MEDICARE - BOTH</b>	2,190.02
<b>SOCIAL SECURITY - BOTH</b>	342.18
<b>SURVIVOR BENEFIT</b>	35.34
<b>2100 · PAYROLL LIABILITIES - Other</b>	7,420.71
<b>Total 2100 · PAYROLL LIABILITIES</b>	26,635.29
<b>Total Other Current Liabilities</b>	205,747.88
<b>Total Current Liabilities</b>	1,077,126.99
<b>Long Term Liabilities</b>	
<b>Sterling National Bank</b>	4,754,000.00
<b>ACCRUED EMPLOYEE BENEFITS</b>	97,014.70
<b>DEFERRED INFLOWS-OPEB</b>	2,024,771.00
<b>DEFERRED INFLOWS-PENSION</b>	46,819.00
<b>NET PENSION LIABILITY</b>	1,377,707.50
<b>OTHER POST EMPLOYMENT BEN. LIAB</b>	9,807,737.00
<b>Total Long Term Liabilities</b>	18,108,049.20
<b>Total Liabilities</b>	19,185,176.19
<b>Equity</b>	
<b>INVESTMENT IN FIXED ASSETS</b>	3,241,858.47
<b>3900 · RETAINED EARNINGS</b>	-10,269,575.15
<b>Net Income</b>	-869,104.68
<b>Total Equity</b>	-7,896,821.36
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>11,288,354.83</b>

ARCATA FIRE DISTRICT  
**Statement of Cash Flows**  
August 2022

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	<u>Aug 22</u>
<b>OPERATING ACTIVITIES</b>	
Net Income	-646,547.84
Adjustments to reconcile Net Income to net cash provided by operations:	
1200 · ACCOUNTS RECEIVABLE	-3,964.23
ACCT RECV - COUNTY TREASURY	-449,358.54
2000 · ACCOUNTS PAYABLE	760,011.24
US BANK	-574.11
US BANK:EMMONS	90.70
US BANK:CAMPBELL	1,523.43
US BANK:J. MCDONALD	166.70
US BANK:R. MCDONALD	319.95
US BANK:SCHUETTE	36.03
2100 · PAYROLL LIABILITIES	1,939.59
2100 · PAYROLL LIABILITIES:457 DEDUCTION	550.00
2100 · PAYROLL LIABILITIES:CA WITHHOLDING	-1,007.82
2100 · PAYROLL LIABILITIES:FEDERAL WITHHOLDING	-2,538.72
2100 · PAYROLL LIABILITIES:MEDICARE - BOTH	-104.30
2100 · PAYROLL LIABILITIES:SOCIAL SECURITY - BOTH	-53.50
2100 · PAYROLL LIABILITIES:SURVIVOR BENEFIT	3.72
Net cash provided by Operating Activities	<u>-339,507.70</u>
Net cash increase for period	-339,507.70
Cash at beginning of period	<u>3,006,254.69</u>
Cash at end of period	<u><u>2,666,746.99</u></u>

ARCATA FIRE DISTRICT  
Profit & Loss Budget vs. Actual

July through August 2022

	Jul - Aug 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>TAX REVENUE</b>				
101117 · PROPERTY TAX-CURRENT-SECURED	398,000.00	2,388,000.00	-1,990,000.00	16.7%
102500 · PROPERTY TAX-CURRENT-UNSECURED	13,722.50	85,000.00	-71,277.50	16.1%
103500 · PROPERTY TAX-PRIOR YEARS SECRD	2,461.00	25,000.00	-22,539.00	9.8%
105110 · PROPERTY TAX PRIOR YEARS UNSECU	0.00	1,000.00	-1,000.00	0.0%
800040 · SUPPLEMENTAL TAXES- CURRENT	3,568.66	12,000.00	-8,431.34	29.7%
105900 · SUPPLEMENTAL TAXES-PRIOR YEARS	750.00	5,000.00	-4,250.00	15.0%
113100 · STATE TIMBER TAX	0.00	530.00	-530.00	0.0%
800050 · PROPERTY ASSESSMENTS	480,214.92	3,781,000.00	-3,300,785.08	12.7%
<b>Total TAX REVENUE</b>	<b>898,717.08</b>	<b>6,297,530.00</b>	<b>-5,398,812.92</b>	<b>14.3%</b>
<b>USE OF MONEY &amp; PROPERTY</b>				
800190 · INTEREST INCOME	33.10	42,000.00	-41,966.90	0.1%
<b>Total USE OF MONEY &amp; PROPERTY</b>	<b>33.10</b>	<b>42,000.00</b>	<b>-41,966.90</b>	<b>0.1%</b>
<b>INTERGOVERNMENTAL</b>				
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%
<b>Total 800600 · OTHER GOVERNMENT AGENCIES</b>	<b>0.00</b>	<b>46,400.00</b>	<b>-46,400.00</b>	<b>0.0%</b>
800950 · FIREFIGHTING REIMBURSEMENTS	2,539.23	0.00	2,539.23	100.0%
<b>Total INTERGOVERNMENTAL</b>	<b>2,539.23</b>	<b>71,400.00</b>	<b>-68,860.77</b>	<b>3.6%</b>
<b>CHARGES FOR SERVICES</b>				
800155 · PREVENTION FEES	2,550.00	12,000.00	-9,450.00	21.3%
800156 · R1/R2 INSPECTION FEES	3,017.50	45,000.00	-41,982.50	6.7%
800946 · INCIDENT REVENUE RECOVERY FEES	846.66	5,000.00	-4,153.34	16.9%
<b>Total CHARGES FOR SERVICES</b>	<b>6,414.16</b>	<b>62,000.00</b>	<b>-55,585.84</b>	<b>10.3%</b>
<b>MISCELLANEOUS REVENUES</b>				
800940 · OTHER REVENUE	115.99	0.00	115.99	100.0%
800941 · REFUNDS	45.55	500.00	-454.45	9.1%
800942 · INCIDENT REPORTS	95.90	200.00	-104.10	48.0%
<b>Total MISCELLANEOUS REVENUES</b>	<b>257.44</b>	<b>700.00</b>	<b>-442.56</b>	<b>36.8%</b>
<b>Total Income</b>	<b>907,961.01</b>	<b>6,473,630.00</b>	<b>-5,565,668.99</b>	<b>14.0%</b>
<b>Gross Profit</b>	<b>907,961.01</b>	<b>6,473,630.00</b>	<b>-5,565,668.99</b>	<b>14.0%</b>
<b>Expense</b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
5010 · SALARIES AND WAGES				
5010.1 · Full-Time	266,790.28	1,645,000.00	-1,378,209.72	16.2%
5010.2 · CTO Payout	50,621.95	314,000.00	-263,378.05	16.1%
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	7,200.00	57,000.00	-49,800.00	12.6%
5010.6 · Part-Time (Hourly)	13,083.49	88,000.00	-74,916.51	14.9%
<b>Total 5010 · SALARIES AND WAGES</b>	<b>338,114.56</b>	<b>2,184,000.00</b>	<b>-1,845,885.44</b>	<b>15.5%</b>
5020 · RETIREMENT				
5020.1 · CalPERS Retirement	65,518.98	406,000.00	-340,481.02	16.1%
5020.3 · Social Security	817.78	5,000.00	-4,182.22	16.4%
5020.4 · Medicare	5,230.54	25,000.00	-19,769.46	20.9%
5020.5 · CalPERS Section 218 Admin Fee	0.00	300.00	-300.00	0.0%
<b>Total 5020 · RETIREMENT</b>	<b>71,567.30</b>	<b>436,300.00</b>	<b>-364,732.70</b>	<b>16.4%</b>

ARCATA FIRE DISTRICT  
Profit & Loss Budget vs. Actual

July through August 2022

	Jul - Aug 22	Budget	\$ Over Budget	% of Budget
<b>5030-GROUP INSURANCE</b>				
5030.1 · Health Insurance (Employees)	72,378.78	653,000.00	-580,621.22	11.1%
5030.2 · Health Insurance (Retirees)	50,710.82	301,000.00	-250,289.18	16.8%
5030.3 · Retiree Health Admin Fees	521.55	4,000.00	-3,478.45	13.0%
5030.4 · Dental & Life Insurance	4,922.88	38,000.00	-33,077.12	13.0%
5030.5 · Air Ambulance Insurance	120.00	3,000.00	-2,880.00	4.0%
5030.6 · Vision	0.00	4,900.00	-4,900.00	0.0%
5030.7 · Long Term Disability Insurance	1,102.00	7,000.00	-5,898.00	15.7%
<b>Total 5030-GROUP INSURANCE</b>	<b>129,756.03</b>	<b>1,010,900.00</b>	<b>-881,143.97</b>	<b>12.8%</b>
<b>5033 · UNEMPLOYMENT INSURANCE FUND</b>				
5033.1 · Unemployment Insurance	0.00	5,000.00	-5,000.00	0.0%
<b>Total 5033 · UNEMPLOYMENT INSURANCE FUND</b>	<b>0.00</b>	<b>5,000.00</b>	<b>-5,000.00</b>	<b>0.0%</b>
<b>5035 · WORKERS' COMPENSATION INSURANCE</b>				
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%
<b>Total 5035 · WORKERS' COMPENSATION INSURAN...</b>	<b>0.00</b>	<b>76,800.00</b>	<b>-76,800.00</b>	<b>0.0%</b>
<b>Total SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>539,437.89</b>	<b>3,713,000.00</b>	<b>-3,173,562.11</b>	<b>14.5%</b>
<b>SERVICE &amp; SUPPLIES</b>				
<b>5050 · CLOTHING &amp; PERSONAL SUPPLIES</b>				
5050.1 · Uniforms	3,511.76	20,000.00	-16,488.24	17.6%
5050.2 · Station Boots	0.00	2,000.00	-2,000.00	0.0%
5050.3 · PPE - Structural	4,850.00	12,000.00	-7,150.00	40.4%
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	672.52	1,000.00	-327.48	67.3%
<b>Total 5050 · CLOTHING &amp; PERSONAL SUPPLIES</b>	<b>9,034.28</b>	<b>41,000.00</b>	<b>-31,965.72</b>	<b>22.0%</b>
<b>5060 · COMMUNICATIONS</b>				
5060.1 · Phones - Landline & Cellular	4,041.31	24,600.00	-20,558.69	16.4%
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	2,229.81	13,500.00	-11,270.19	16.5%
5060 · COMMUNICATIONS - Other	511.53			
<b>Total 5060 · COMMUNICATIONS</b>	<b>6,782.65</b>	<b>43,200.00</b>	<b>-36,417.35</b>	<b>15.7%</b>
<b>5080 · FOOD</b>				
5080.1 · Food/Rehab Supplies	193.32	2,250.00	-2,056.68	8.6%
5080.2 · Drinking Water	127.40	750.00	-622.60	17.0%
<b>Total 5080 · FOOD</b>	<b>320.72</b>	<b>3,000.00</b>	<b>-2,679.28</b>	<b>10.7%</b>
<b>5090 · HOUSEHOLD EXPENSE</b>				
<b>5090.1 · Station Supplies</b>				
Arcata	129.94			
Mad River	248.65			
McK	303.00			
5090.1 · Station Supplies - Other	0.00	4,100.00	-4,100.00	0.0%
<b>Total 5090.1 · Station Supplies</b>	<b>681.59</b>	<b>4,100.00</b>	<b>-3,418.41</b>	<b>16.6%</b>
<b>5090.2 · Garbage Service</b>				
Arcata	117.24			
Mad River	61.31			
McK	452.20			
5090.2 · Garbage Service - Other	0.00	5,400.00	-5,400.00	0.0%
<b>Total 5090.2 · Garbage Service</b>	<b>630.75</b>	<b>5,400.00</b>	<b>-4,769.25</b>	<b>11.7%</b>
5080.3 · Station Furniture	0.00	5,000.00	-5,000.00	0.0%
<b>Total 5090 · HOUSEHOLD EXPENSE</b>	<b>1,312.34</b>	<b>14,500.00</b>	<b>-13,187.66</b>	<b>9.1%</b>

ARCATA FIRE DISTRICT  
**Profit & Loss Budget vs. Actual**

July through August 2022

	Jul - Aug 22	Budget	\$ Over Budget	% of Budget
<b>5100 · LIABILITY INSURANCE</b>				
5100.1 · Liability Insurance	43,637.00	35,300.00	8,337.00	123.6%
<b>Total 5100 · LIABILITY INSURANCE</b>	43,637.00	35,300.00	8,337.00	123.6%
<b>5120 · MAINTENANCE-EQUIPMENT</b>				
5120.1 · Fire Apparatus				
8211 · E8211	300.00			
8215 · E8215	4,538.37			
8216 · E8216	899.25			
8217 · E8217	106.29			
8239 · E8239	1,413.17			
5120.1 · Fire Apparatus - Other	25.77	80,000.00	-79,974.23	0.0%
<b>Total 5120.1 · Fire Apparatus</b>	7,282.85	80,000.00	-72,717.15	9.1%
5120.2 · Small Vehicles				
8208 · U8208	125.00			
8209 · U8209	553.70			
5120.2 · Small Vehicles - Other	0.00	10,000.00	-10,000.00	0.0%
<b>Total 5120.2 · Small Vehicles</b>	678.70	10,000.00	-9,321.30	6.8%
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	1,841.15	6,000.00	-4,158.85	30.7%
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	410.10	1,200.00	-789.90	34.2%
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%
<b>Total 5120 · MAINTENANCE-EQUIPMENT</b>	10,297.39	118,400.00	-108,102.61	8.7%
<b>5121 · MAINTENANCE-ELECTRONICS</b>				
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%
<b>Total 5121 · MAINTENANCE-ELECTRONICS</b>	0.00	5,500.00	-5,500.00	0.0%
<b>5130 · MAINTENANCE-STRUCTURE</b>				
5130.1 · Structure Maintenance				
Mad River	22,496.96			
McK	14.19			
5130.1 · Structure Maintenance - Other	0.00	7,900.00	-7,900.00	0.0%
<b>Total 5130.1 · Structure Maintenance</b>	22,511.15	7,900.00	14,611.15	285.0%
5130.2 · Grounds Maintenance				
Arcata	56.40			
Bayside	292.50			
Mad River	67.63			
5130.2 · Grounds Maintenance - Other	0.00	2,000.00	-2,000.00	0.0%
<b>Total 5130.2 · Grounds Maintenance</b>	416.53	2,000.00	-1,583.47	20.8%
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%
<b>Total 5130.3 · Emergency Power Maintenance</b>	2,788.21	2,000.00	788.21	139.4%
5130.4 · Pest Control	275.00	3,000.00	-2,725.00	9.2%
<b>Total 5130 · MAINTENANCE-STRUCTURE</b>	25,990.89	14,900.00	11,090.89	174.4%



ARCATA FIRE DISTRICT  
**Profit & Loss Budget vs. Actual**

July through August 2022

	Jul - Aug 22	Budget	\$ Over Budget	% of Budget
<b>5140 · MEDICAL SUPPLIES</b>				
5140.1 · Medical Supplies	339.61	6,000.00	-5,660.39	5.7%
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%
<b>Total 5140 · MEDICAL SUPPLIES</b>	339.61	8,500.00	-8,160.39	4.0%
<b>5150 · MEMBERSHIPS</b>				
5150.6 · Dues	960.00	2,000.00	-1,040.00	48.0%
<b>Total 5150 · MEMBERSHIPS</b>	960.00	2,000.00	-1,040.00	48.0%
<b>5160 · MISCELLANEOUS EXPENSE</b>				
5160.1 · Miscellaneous Expense	105.98	1,000.00	-894.02	10.6%
<b>Total 5160 · MISCELLANEOUS EXPENSE</b>	105.98	1,000.00	-894.02	10.6%
<b>5170 · OFFICE SUPPLIES</b>				
5170.1 · Office Supplies	82.46	5,000.00	-4,917.54	1.6%
5070.2 · Postage & Shipping	337.85	1,000.00	-662.15	33.8%
5170.3 · Software	310.00	500.00	-190.00	62.0%
5170.4 · Subscription Periodicals	0.00	100.00	-100.00	0.0%
5170 · OFFICE SUPPLIES - Other	86.19			
<b>Total 5170 · OFFICE SUPPLIES</b>	816.50	6,600.00	-5,783.50	12.4%
<b>5180 · PROFESSIONAL &amp; SPECIAL SERVICES</b>				
5180.1 · Legal Services	727.00	50,000.00	-49,273.00	1.5%
5180.2 · Human Resource Services	5,000.00	27,000.00	-22,000.00	18.5%
5180.3 · Medical Screening Services	0.00	20,000.00	-20,000.00	0.0%
5180.4 · Background Checks	5,404.50	21,000.00	-15,595.50	25.7%
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	6,600.00	7,000.00	-400.00	94.3%
5180.8 · IT Services	5,740.00	31,500.00	-25,760.00	18.2%
5180.9 · Web Page Hosting	740.00	4,500.00	-3,760.00	16.4%
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	1,799.00	3,000.00	-1,201.00	60.0%
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 · Finanacial Consulting	0.00	500.00	-500.00	0.0%
<b>Total 5180 · PROFESSIONAL &amp; SPECIAL SERVICES</b>	30,026.50	199,450.00	-169,423.50	15.1%
<b>5190 · PUBLICATIONS &amp; LEGAL NOTICES</b>				
5191.1 · Publications & Notices	0.00	2,000.00	-2,000.00	0.0%
<b>Total 5190 · PUBLICATIONS &amp; LEGAL NOTICES</b>	0.00	2,000.00	-2,000.00	0.0%
<b>5200 · RENTS &amp; LEASES - EQUIPMENT</b>				
5200.1 · Copier	1,287.26	8,300.00	-7,012.74	15.5%
<b>Total 5200 · RENTS &amp; LEASES - EQUIPMENT</b>	1,287.26	8,300.00	-7,012.74	15.5%
<b>5210 · RENTS &amp; LEASES - STRUCTURES</b>				
5210.1 · Arcata Station	30,000.00	108,000.00	-78,000.00	27.8%
<b>Total 5210 · RENTS &amp; LEASES - STRUCTURES</b>	30,000.00	108,000.00	-78,000.00	27.8%

ARCATA FIRE DISTRICT  
Profit & Loss Budget vs. Actual

July through August 2022

	Jul - Aug 22	Budget	\$ Over Budget	% of Budget
<b>5230 · SPECIAL DISTRICT EXPENSE</b>				
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	3,172.18	1,000.00	2,172.18	317.2%
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	106.69	10,000.00	-9,893.31	1.1%
5230.21 · Grant Management	0.00	2,000.00	-2,000.00	0.0%
<b>Total 5230 · SPECIAL DISTRICT EXPENSE</b>	<b>3,278.87</b>	<b>146,500.00</b>	<b>-143,221.13</b>	<b>2.2%</b>
<b>5250 · TRANSPORTATION &amp; TRAVEL</b>				
5250.1 · Fuel				
McK	4,336.48			
Mad River	5,280.84			
5250.1 · Fuel - Other	296.46	75,000.00	-74,703.54	0.4%
<b>Total 5250.1 · Fuel</b>	<b>9,913.78</b>	<b>75,000.00</b>	<b>-65,086.22</b>	<b>13.2%</b>
5250.2 · Lodging Reimbursement	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%
<b>Total 5250 · TRANSPORTATION &amp; TRAVEL</b>	<b>9,913.78</b>	<b>90,000.00</b>	<b>-80,086.22</b>	<b>11.0%</b>
<b>5260 · UTILITIES</b>				
5260.1 · P G & E				
Arcata	2,143.50			
Mad River	476.48			
McK	2,146.20			
5260.1 · P G & E - Other	0.00	32,000.00	-32,000.00	0.0%
<b>Total 5260.1 · P G &amp; E</b>	<b>4,766.18</b>	<b>32,000.00</b>	<b>-27,233.82</b>	<b>14.9%</b>
5260.2 · Water & Sewer				
Arcata	348.42			
Mad River	395.34			
McK	372.57			
5260.2 · Water & Sewer - Other	0.00	6,000.00	-6,000.00	0.0%
<b>Total 5260.2 · Water &amp; Sewer</b>	<b>1,116.33</b>	<b>6,000.00</b>	<b>-4,883.67</b>	<b>18.6%</b>
<b>Total 5260 · UTILITIES</b>	<b>5,882.51</b>	<b>38,000.00</b>	<b>-32,117.49</b>	<b>15.5%</b>
<b>5370 · MINOR EQUIPMENT</b>				
5370.4 · Fire Hose	0.00	5,000.00	-5,000.00	0.0%
5370.6 · Fire Equipment & Fabrication	876.18	9,000.00	-8,123.82	9.7%
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%
<b>Total 5370 · MINOR EQUIPMENT</b>	<b>876.18</b>	<b>27,500.00</b>	<b>-26,623.82</b>	<b>3.2%</b>
<b>SERVICE &amp; SUPPLIES - Other</b>	<b>2,252.96</b>			
<b>Total SERVICE &amp; SUPPLIES</b>	<b>183,115.42</b>	<b>913,650.00</b>	<b>-730,534.58</b>	<b>20.0%</b>
<b>OTHER BUDGET FUNDING REQUIRED</b>				
<b>CAPITAL EXPENSE</b>				
Equipment	0.00	50,000.00	-50,000.00	0.0%
Construction Improvements	0.00	93,000.00	-93,000.00	0.0%
<b>Total CAPITAL EXPENSE</b>	<b>0.00</b>	<b>143,000.00</b>	<b>-143,000.00</b>	<b>0.0%</b>

ARCATA FIRE DISTRICT  
**Profit & Loss Budget vs. Actual**

July through August 2022

	Jul - Aug 22	Budget	\$ Over Budget	% of Budget
<b>DEBT SERVICE</b>				
2021 UAL Refinance-Interest	238,873.20	126,683.00	112,190.20	188.6%
2021 UAL Refinance-Principal	544,000.00	261,000.00	283,000.00	208.4%
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%
<b>Total DEBT SERVICE</b>	<b>840,282.98</b>	<b>502,866.00</b>	<b>337,416.98</b>	<b>167.1%</b>
<b>OPERATING FUND TRANSFERS</b>				
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	188,844.00	188,909.00	-65.00	100.0%
<b>Total OPERATING FUND TRANSFERS</b>	<b>188,844.00</b>	<b>850,725.00</b>	<b>-661,881.00</b>	<b>22.2%</b>
<b>Total OTHER BUDGET FUNDING REQUIRED</b>	<b>1,029,126.98</b>	<b>1,496,591.00</b>	<b>-467,464.02</b>	<b>68.8%</b>
6560 · PAYROLL EXPENSES	25,360.40			
66910 · Bank Service Charges	25.00			
<b>Total Expense</b>	<b>1,777,065.69</b>	<b>6,123,241.00</b>	<b>-4,346,175.31</b>	<b>29.0%</b>
<b>Net Ordinary Income</b>	<b>-869,104.68</b>	<b>350,389.00</b>	<b>-1,219,493.68</b>	<b>-248.0%</b>
<b>Net Income</b>	<b>-869,104.68</b>	<b>350,389.00</b>	<b>-1,219,493.68</b>	<b>-248.0%</b>

**ARCATA FIRE DISTRICT**  
**Expenses by Vendor Detail**

August 2022

Type	Date	Memo	Account	Amount
<b>5.11 TACTICAL</b>				
Credit Card Charge	08/18/2022	Rain parka	5050.1 · Uniforms	312.48
Total 5.11 TACTICAL				312.48
<b>AIRMEDCARE</b>				
Bill	08/23/2022	Prorated for new hires x 4	5030.5 · Air Ambulance Insur...	120.00
Total AIRMEDCARE				120.00
<b>ALBER'S TRACTOR &amp; AG WORK</b>				
Bill	08/21/2022	Mowing & Weed eater work Bayside Property	Bayside	292.50
Total ALBER'S TRACTOR & AG WORK				292.50
<b>AMAZON</b>				
Credit Card Charge	08/02/2022	Larger mesh bags for washing hoods	5170.1 · Office Supplies	10.76
Credit Card Credit	08/05/2022	Return mesh bags that were too small	5170.1 · Office Supplies	-7.53
Credit Card Charge	08/05/2022	More mesh bags for washing hoods	5170.1 · Office Supplies	10.76
Credit Card Charge	08/08/2022	Support wheels Mck Station dryer	McK	14.19
Total AMAZON				28.18
<b>ARCATA PROF. FIREFIGHTERS, LOCAL 4981</b>				
Bill	08/22/2022	Tshirts, hat etc Emmons	5050.1 · Uniforms	172.00
Total ARCATA PROF. FIREFIGHTERS, LOCAL 4981				172.00
<b>ARCATA VOLUNTEER FIREFIGHTERS ASSOC.</b>				
Bill	08/15/2022	September 2022 Rent	5210.1 · Arcata Station	10,000.00
Total ARCATA VOLUNTEER FIREFIGHTERS ASSOC.				10,000.00
<b>AT&amp;T- CAL NET 3</b>				
Bill	08/19/2022	07/19/22 to 08/18/22	5060.1 · Phones - Landline &...	180.72
Total AT&T- CAL NET 3				180.72
<b>BDI EXPRESS (MUNNELL &amp; SHERILL)</b>				
Bill	08/01/2022	Absorbant	5370.6 · Fire Equipment & Fa...	167.71
Bill	08/19/2022	Absorbant	5370.6 · Fire Equipment & Fa...	670.85
Total BDI EXPRESS (MUNNELL & SHERILL)				838.56
<b>BUDDY'S AUTO CENTER, INC.</b>				
Bill	08/26/2022	Impala towing	8208 · U8208	125.00
Total BUDDY'S AUTO CENTER, INC.				125.00
<b>CAL PERS</b>				
Liability Check	08/05/2022	Employer Paid PP 06-26-22 to 07-09-22	5020.1 · CalPERS Retirement	15,697.61
Bill	08/08/2022	GASB 68 Invoice	CalPERS Unfunded Liability ...	1,750.00
Liability Check	08/19/2022	Employer Paid PP 07-10-22 to 07-23-22	5020.1 · CalPERS Retirement	15,747.19
Total CAL PERS				33,194.80
<b>CalPERS 457 PLAN</b>				
Liability Check	08/05/2022	Employer Match PP 07-10-22 to 07-23-22	5010.5 · Deferred Compensa...	1,800.00
Liability Check	08/19/2022	Employer Match PP 07-24-22 to 08-06-22	5010.5 · Deferred Compensa...	1,800.00
Total CalPERS 457 PLAN				3,600.00
<b>CHRIS EMMONS</b>				
Bill	08/12/2022	Tshirts x 3	5050.1 · Uniforms	36.00
Bill	08/24/2022	Uniform Reimbursement	5050.1 · Uniforms	312.48
Total CHRIS EMMONS				348.48
<b>CITY OF ARCATA</b>				
Bill	08/01/2022	Annual Storm Drainage Fee	Arcata	25.90
Bill	08/12/2022	Service Period 07-07-22 to 08-06-22	Mad River	122.16
Bill	08/15/2022	Annual Storm Drain Charges 2022-23	Mad River	156.55
Bill	08/28/2022	Service Period 07-28-22 to 08-27-22	Arcata	169.58
Total CITY OF ARCATA				474.19
<b>COASTAL BUSINESS SYSTEMS, INC</b>				
Bill	08/15/2022	Printers and copier	5200.1 · Copier	590.91
Total COASTAL BUSINESS SYSTEMS, INC				590.91

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09/07/22

Accrual Basis

**ARCATA FIRE DISTRICT**  
**Expenses by Vendor Detail**

August 2022

Type	Date	Memo	Account	Amount
<b>COSTCO</b>				
Credit Card Charge	08/31/2022	Photo prints x 4	5170.1 · Office Supplies	0.47
Total COSTCO				0.47
<b>COYOTE VALLEY</b>				
Credit Card Charge	08/31/2022	Transport E8216 to Sacramento for repairs	5250.1 · Fuel	125.00
Total COYOTE VALLEY				125.00
<b>CURTIS BLUE LINE</b>				
Credit Card Charge	08/19/2022	Velcro name strip for EMS parka	5050.1 · Uniforms	29.02
Total CURTIS BLUE LINE				29.02
<b>DAY WIRELESS</b>				
Bill	08/30/2022	Repairs to antenna - to be reimbursed by HCFC	SERVICE & SUPPLIES	2,252.96
Total DAY WIRELESS				2,252.96
<b>DR ASSOCIATES INTERNATIONAL</b>				
Bill	08/22/2022	Background investigation Johnson	5180.4 · Background Checks	1,154.25
Bill	08/22/2022	Background investigation Emmons	5180.4 · Background Checks	1,154.25
Total DR ASSOCIATES INTERNATIONAL				2,308.50
<b>EUREKA HUMBOLDT FIRE EXTINGUISHER CO. INC</b>				
Bill	08/23/2022	Extinguisher Maintenance all three stations	5120.11 · Fire Extinguisher M...	270.68
Total EUREKA HUMBOLDT FIRE EXTINGUISHER CO. INC				270.68
<b>EUREKA OXYGEN</b>				
Bill	08/10/2022	Three cases of ear plugs	Mad River	248.65
Total EUREKA OXYGEN				248.65
<b>FDAC EBA</b>				
Bill	08/10/2022	September Premiums	5030.4 · Dental & Life Insura...	2,448.69
Total FDAC EBA				2,448.69
<b>GALL'S</b>				
Credit Card Charge	08/31/2022	Uniform belt, gold nametags	5050.1 · Uniforms	61.68
Total GALL'S				61.68
<b>GAYNOR TELEPHONE SYSTEMS</b>				
Bill	08/26/2022	Software assurance 10/14/22 to 10/13/23 Arcata Station	5060.1 · Phones - Landline &...	310.00
Total GAYNOR TELEPHONE SYSTEMS				310.00
<b>HARBOR FREIGHT TOOLS</b>				
Credit Card Charge	08/10/2022	supplies to repair McK shed rot	5230.20 · Training Supplies	14.35
Total HARBOR FREIGHT TOOLS				14.35
<b>HENSELS</b>				
Bill	08/06/2022	Locks for gates	Arcata	56.40
Bill	08/18/2022	Fuel Tank Light Bulb	Mad River	9.75
Bill	08/19/2022	Hose strap buckles	8215 · E8215	8.64
Bill	08/24/2022	Slide lock, light bulb	Arcata	15.74
Total HENSELS				90.53
<b>HUMBOLDT BAY FIRE</b>				
Bill	08/11/2022	Turnouts x 4	5050.3 · PPE - Structural	4,850.00
Total HUMBOLDT BAY FIRE				4,850.00
<b>HUMBOLDT SANITATION</b>				
Bill	08/12/2022	Ewaste disposal	McK	8.40
Total HUMBOLDT SANITATION				8.40
<b>ID CREATOR</b>				
Credit Card Charge	08/15/2022	Retirement ID Campbell	5160.1 · Miscellaneous Expe...	13.99
Credit Card Charge	08/31/2022	ID's new hires x 4	5160.1 · Miscellaneous Expe...	43.99
Total ID CREATOR				57.98
<b>INFINITE CONSULTING SERVICES</b>				
Bill	08/12/2022	Managed IT Services August	5180.8 · IT Services	2,870.00
Total INFINITE CONSULTING SERVICES				2,870.00

**ARCATA FIRE DISTRICT**  
**Expenses by Vendor Detail**

August 2022

Type	Date	Memo	Account	Amount
<b>INTERWEST</b>				
Bill	08/29/2022	Service Fee Agreement Risk Mgmt	5180.2 · Human Resource S...	5,000.00
Total INTERWEST				5,000.00
<b>KENETREK</b>				
Credit Card Charge	08/18/2022	Wildland boots	5050.1 · Uniforms	440.00
Total KENETREK				440.00
<b>KERNEN CONSTRUCTION</b>				
Bill	08/24/2022	Gutter Replacement/repairs	Mad River	6,101.00
Total KERNEN CONSTRUCTION				6,101.00
<b>LES SCHWAB TIRE</b>				
Bill	08/02/2022	Alighment and repairs to inner tierod	8209 · U8209	488.27
Total LES SCHWAB TIRE				488.27
<b>LIGHTHOUSE UNIFORM CO.</b>				
Credit Card Charge	08/03/2022	Jacket striping x 4	5050.1 · Uniforms	36.05
Total LIGHTHOUSE UNIFORM CO.				36.05
<b>LOVE'S</b>				
Credit Card Charge	08/30/2022	Transport E8211 back to District	8211 · E8211	300.00
Credit Card Charge	08/30/2022	Transport E8211 back to District	5250.1 · Fuel	171.46
Total LOVE'S				471.46
<b>MACLEOD WATTS, INC</b>				
Bill	08/18/2022	Actuarial Valuation OPEB and GASB 75	5180.7 · GASB 75 Report	6,600.00
Total MACLEOD WATTS, INC				6,600.00
<b>MARK A. CLEMENTI, PH.D</b>				
Bill	08/08/2022	Physch x 3	5180.4 · Background Checks	2,322.00
Total MARK A. CLEMENTI, PH.D				2,322.00
<b>MCK. COMM. SERVICES DISTRICT</b>				
Bill	08/15/2022	07-05-22 to 08-01-22	McK	157.81
Bill	08/15/2022	DCV McK Station 07-05-22 to 08-01-22	McK	25.76
Total MCK. COMM. SERVICES DISTRICT				183.57
<b>MCKINLEYVILLE ACE HARDWARE</b>				
Bill	08/16/2022	Keys	5120.1 · Fire Apparatus	25.77
Bill	08/22/2022	Boom lift rental. Do be reimbursed by HCFC	5060 · COMMUNICATIONS	344.80
Bill	08/30/2022	Paint project	Mad River	366.31
Total MCKINLEYVILLE ACE HARDWARE				736.88
<b>MCKINLEYVILLE OFFICE SUPPLY</b>				
Bill	08/19/2022	UPS shipping Fit Testing machine	5120.7 · SCBA	158.15
Total MCKINLEYVILLE OFFICE SUPPLY				158.15
<b>MIDAMERICA</b>				
Bill	08/11/2022	Q2 2022 HRA Administration Fee	5030.3 · Retiree Health Admi...	357.00
Total MIDAMERICA				357.00
<b>MIDAMERICA HRA</b>				
Bill	08/18/2022	September Retiree HRA	5030.2 · Health Insurance (R...	21,872.43
Total MIDAMERICA HRA				21,872.43
<b>MITCHELL, BRISSO, DELANEY &amp; VRIEZE, LLP</b>				
Bill	08/31/2022	Conflict of Interest review, prep. Election issue, PERS issue sch...	5180.1 · Legal Services	444.00
Total MITCHELL, BRISSO, DELANEY & VRIEZE, LLP				444.00
<b>NAPA AUTO PARTS</b>				
Bill	08/24/2022	Wiper Blade	8217 · E8217	60.74
Bill	08/24/2022	Wiper blade x 2	8217 · E8217	45.55
Credit	08/24/2022	Return wiper blades E8217 Invoice 689894	800941 · REFUNDS	-45.55
Total NAPA AUTO PARTS				60.74

**ARCATA FIRE DISTRICT**  
**Expenses by Vendor Detail**

August 2022

Type	Date	Memo	Account	Amount
<b>NORTH AMERICAN RESCUE LLC</b>				
Credit Card Charge	08/17/2022	Tourniquets and Gauze corrected with one cent credit on CC bill	5140.1 · Medical Supplies	319.95
Total NORTH AMERICAN RESCUE LLC				319.95
<b>OFFICE DEPOT</b>				
Bill	08/08/2022	Dishwasher tabs	McK	29.08
Bill	08/08/2022	Paper towels	McK	92.96
Bill	08/15/2022	Arcata Station	5080.2 · Drinking Water	127.40
Bill	08/15/2022	Dishwasher tabs	Arcata	114.20
Total OFFICE DEPOT				363.64
<b>OPTIMUM (SUDDENLINK)</b>				
Bill	08/12/2022	08-04-22 to 09-03-22	5060.5 · Cable TV & Internet	1,114.94
Total OPTIMUM (SUDDENLINK)				1,114.94
<b>PACIFIC GAS AND ELECTRIC</b>				
Bill	08/03/2022	Service Period 06-27-22 to 07-26-22	McK	1,048.49
Bill	08/08/2022	Service Period 07-01-22 to 08-01-22	Arcata	1,011.67
Bill	08/23/2022	Service Period 07-15-22 to 08-15-22	Mad River	319.03
Total PACIFIC GAS AND ELECTRIC				2,379.19
<b>PARCEL QUEST</b>				
Bill	08/19/2022	Annual renewal 2022/23	5180.12 · Parcel Quest Annu...	1,799.00
Total PARCEL QUEST				1,799.00
<b>PERS / HEALTH</b>				
Bill	08/18/2022	Active employee premium	5030.1 · Health Insurance (E...	36,070.36
Bill	08/18/2022	Retiree premiums	5030.2 · Health Insurance (R...	3,143.01
Bill	08/18/2022	Admin fee active employees	5030.1 · Health Insurance (E...	119.03
Bill	08/18/2022	Admin fee retirees	5030.3 · Retiree Health Admi...	78.49
Total PERS / HEALTH				39,410.89
<b>PIERSON</b>				
Bill	08/01/2022	Station and Barn Repairs - Progress billing #1	Mad River	13,899.92
Bill	08/08/2022	Repairs	Mad River	1,328.25
Bill	08/08/2022	Repairs final payment	Mad River	801.48
Total PIERSON				16,029.65
<b>POST HASTE</b>				
Credit Card Charge	08/30/2022	Mail valves and damaged pump plumbing to Vallery Power E8216	5070.2 · Postage & Shipping	142.79
Total POST HASTE				142.79
<b>RECOLOGY</b>				
Bill	08/08/2022	July Service	Arcata	57.88
Bill	08/08/2022	Account 061264449	Mad River	57.88
Total RECOLOGY				115.76
<b>REDWOOD COAST PETROLEUM</b>				
Bill	08/02/2022	Fuel	McK	1,017.40
Bill	08/02/2022	Fuel	Mad River	109.11
Bill	08/22/2022	Mad River Fuel	Mad River	1,792.36
Bill	08/22/2022	McK Fuel	McK	1,273.06
Total REDWOOD COAST PETROLEUM				4,191.93
<b>STREAMLINE</b>				
Bill	08/01/2022	Webhost and Engage August	5180.9 · Web Page Hosting	370.00
Total STREAMLINE				370.00
<b>THE MILL YARD</b>				
Bill	08/08/2022	CPH Soccer team drill with ARF	5230.20 · Training Supplies	70.28
Bill	08/10/2022	CPH Soccer team drill with ARF	5230.20 · Training Supplies	22.06
Total THE MILL YARD				92.34
<b>THE STANDARD</b>				
Bill	08/19/2022	LTD September adding 4	5030.7 · Long Term Disability...	609.00
Total THE STANDARD				609.00

ARCATA FIRE DISTRICT  
Expenses by Vendor Detail

August 2022

Type	Date	Memo	Account	Amount
<b>UNITED STATES POSTAL SERVICE</b>				
Credit Card Charge	08/04/2022	Return Receipt certified mail - Health letter	5070.2 · Postage & Shipping	7.85
Credit Card Charge	08/12/2022	Large envelope mailing - Conflict of Interest documents	5070.2 · Postage & Shipping	3.36
Total UNITED STATES POSTAL SERVICE				11.21
<b>VERIZON WIRELESS</b>				
Bill	08/10/2022	July 2 - Aug 1, 2022	5060.1 · Phones - Landline &...	524.65
Total VERIZON WIRELESS				524.65
<b>VISTAPRINT</b>				
Credit Card Charge	08/03/2022	Business cards x 4 - Emmons, Freeman, Johnson, Rheinschmidt	5170 · OFFICE SUPPLIES	86.19
Total VISTAPRINT				86.19
<b>WEBSTER BANK</b>				
Bill	08/04/2022	Interest only	2021 UAL Refinance-Interest	61,554.10
Bill	08/04/2022	Principal	2021 UAL Refinance-Principal	268,000.00
Bill	08/04/2022	Interest	2021 UAL Refinance-Interest	61,554.10
Bill	08/04/2022	Interest Only	2021 UAL Refinance-Interest	57,882.50
Bill	08/04/2022	Principal	2021 UAL Refinance-Principal	276,000.00
Bill	08/04/2022	Interest	2021 UAL Refinance-Interest	57,882.50
Total WEBSTER BANK				782,873.20
<b>WITMER PUBLIC SAFETY GROUP</b>				
Bill	08/08/2022	Uniform Shirt	5050.6 · Shields & Badges	0.00
Bill	08/11/2022	Asst Chief and Cpt badges and shields	5050.6 · Shields & Badges	117.52
Bill	08/18/2022	Uniform Nametags Emmons	5050.6 · Shields & Badges	75.23
Bill	08/19/2022	Asst. Chief and Captains badges	5050.6 · Shields & Badges	323.26
Bill	08/31/2022	Emmons helmet shield	5050.6 · Shields & Badges	63.99
Total WITMER PUBLIC SAFETY GROUP				580.00
<b>TOTAL</b>				<b>962,510.61</b>



**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

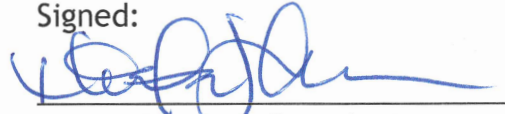
Nays: None

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

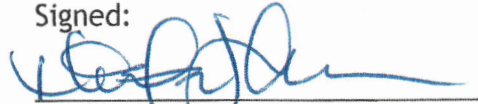
Nays: None

Abstain: None

Absent: None

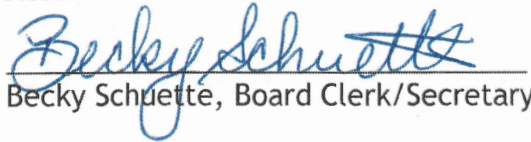
**DATED:** October 12, 2021

Signed:



Nicole Johnson, President

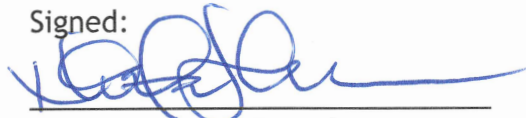
Attest:



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

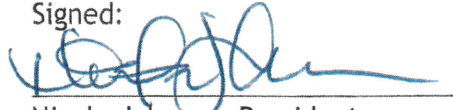
Nays: None

Abstain: None

Absent: None

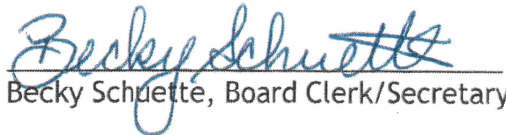
**DATED:** October 12, 2021

Signed:



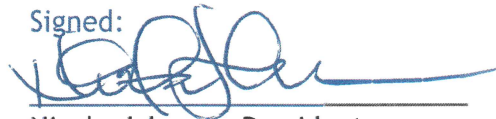
Nicole Johnson, President

Attest:

  
Becky Schuette, Board Clerk/Secretary

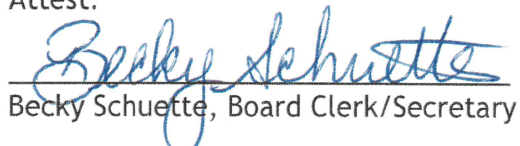
**EXTENSION ADOPTION DATE:** November 9, 2021

Signed:



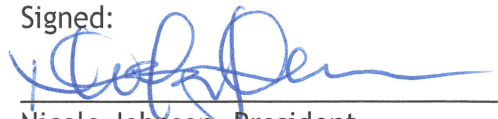
Nicole Johnson, President

Attest:

  
Becky Schuette, Board Clerk/Secretary

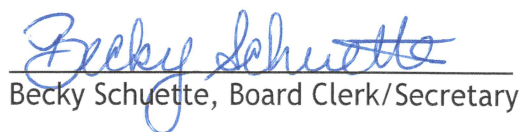
**EXTENSION ADOPTION DATE:** December 14, 2021

Signed:

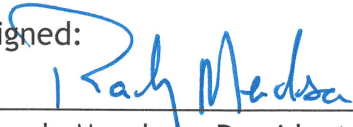


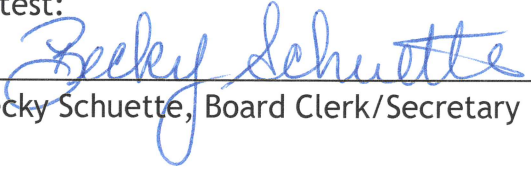
Nicole Johnson, President

Attest:

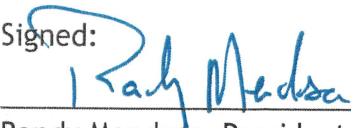
  
Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: January 11, 2022

Signed:   
\_\_\_\_\_  
Randy Mendosa, President

Attest:  
  
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Becky Schuette, Board Clerk/Secretary

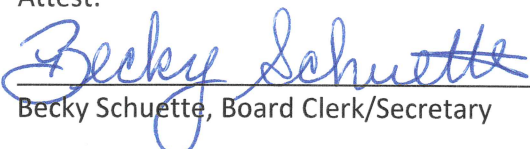
EXTENSION ADOPTION DATE: January 11, 2022

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:

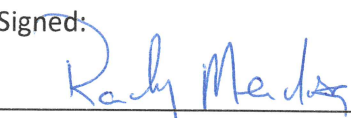
  
\_\_\_\_\_  
Randy Mendosa

Attest:

  
\_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: March 8, 2022

Signed:

  
\_\_\_\_\_  
Randy Mendosa, President

Attest:

  
\_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary

EXTENSION ADOPTION DATE: April 12, 2022

Signed:

  
\_\_\_\_\_

Randy Mendosa, President

Attest:

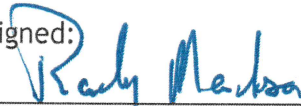
  
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Becky Schuette, Board Clerk/Secretary



EXTENSION ADOPTION DATE: April 12, 2022

Signed:



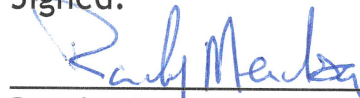
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Randy Mendosa, President

Attest:

  
\_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary

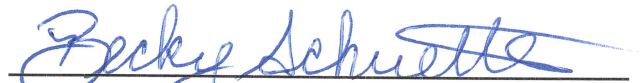
EXTENSION ADOPTION DATE: May 10, 2022

Signed:

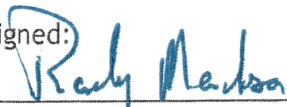



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Randy Mendosa, President

Attest:

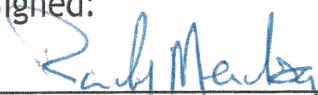
  
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Becky Schuette, Board Clerk/Secretary

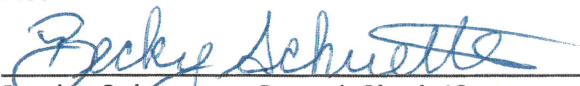
EXTENSION ADOPTION DATE: April 12, 2022

Signed:   
\_\_\_\_\_  
Randy Mendosa, President

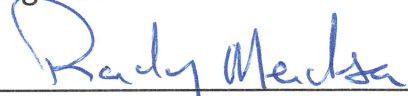
Attest:  
  
\_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary

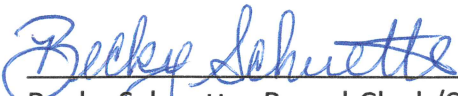
EXTENSION ADOPTION DATE: May 10, 2022

Signed:   
\_\_\_\_\_  
Randy Mendosa, President

Attest:  
  
\_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary

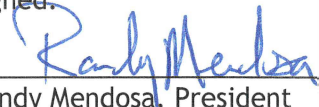
EXTENSION ADOPTION DATE: June 14, 2022

Signed:   
\_\_\_\_\_  
Randy Mendosa, President

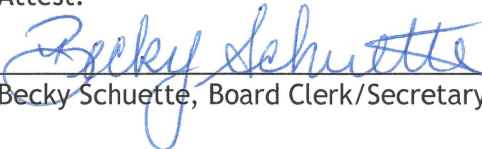
Attest:  
  
\_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary

**EXTENSION ADOPTION DATE:** August 9, 2022

Signed:

  
\_\_\_\_\_  
Randy Mendosa, President

Attest:

  
\_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary

**EXTENSION ADOPTION DATE:** September 13, 2022

Signed:

\_\_\_\_\_  
Randy Mendosa, President

Attest:

\_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary



**Resolution Number: 22-273**

**A RESOLUTION OF THE ARCATA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS APPROVING DISPOSAL OF SURPLUS EQUIPMENT AND SUPPLIES**

WHEREAS, by adoption of and in compliance with Resolution 17-181, the Board authorizes for the disposal of surplus equipment and supplies; and

WHEREAS, the Arcata Fire District (the "District") owns the items as describe on the attached Exhibit A (collectively, the "Equipment"); and

WHEREAS, the Chief of the Arcata Fire Protection District hereby finds that the Equipment has outlived its useful life or is surplus and that it is no longer necessary, useful, or in the best interest of the District to retain ownership of the Equipment; and

WHEREAS, it is in the best interest of the District if appropriate to donate any of the Equipment to local fire agencies as provided herein as **Exhibit A**.

**NOW THEREFORE, BE IT RESOLVED THAT** the Arcata Fire Protection District Board of Directors hereby declares the property listed in Exhibit A as excess to District need and directs the Fire Chief to donate the equipment to local fire agencies

**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:** September 13, 2022

Signed:

\_\_\_\_\_  
Randy Mendosa, President

Attest:

\_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary

Arcata Fire District Surplus Equipment (09-13-22)

Year	Model	VIN	Unit #	License
				No
2012	Chang	LNZUT1112CZ126529	Rehab trailer	1318031
2010	Chevy Impala	2G1WA5ENXA1193801	U-8208	1349100

# Correspondence & Communications



Date: September 2, 2022  
To: Board of Directors of Independent Special Districts  
From: Colette Santsche, Executive Officer  
**Subject: Independent Special District Election – Voting Period Extension**

The terms of office for one regular and one alternate special district members on LAFCo expired on June 30, 2022. Previously, a request for nominations was sent to independent special districts with several nominations received by the deadline. Official ballots were mailed on April 15, 2022, which provided each district the opportunity to vote for one candidate for each seat. The deadline for submitting ballots, originally due June 24, 2022, was extended to August 26, 2022. **To date, not enough ballots have been received to achieve a quorum. As such, the deadline for submitting ballots is being extended once again to Friday, October 28, 2022.**

An updated schedule is enclosed, which provides for an extended balloting period. For those special districts who have not yet submitted their ballots, please contact LAFCo if you need replacement ballots. **Ballots must be returned to Humboldt LAFCo, 1125 16<sup>th</sup> Street, Suite 202, Arcata, CA 95521 on or before October 28, 2022 at 5:00 p.m.**

Your district is encouraged to participate in this election process. For an election to be valid, at least a quorum of special districts must submit valid ballots. With 48 independent special districts in the county, a quorum represents 25. Please refer to the enclosed list of participating districts.

If you have questions or need replacement ballots, please contact:

[krystleh@humboldtlaftco.org](mailto:krystleh@humboldtlaftco.org) or leave a voicemail at (707) 445-7508.

Thank you!

## Election Schedule

LAFCo call for nominations	Friday, January 28, 2022
Nominations due to LAFCo	By 5:00 p.m., Friday, April 8, 2022
Ballots mailed to independent special districts via certified mail	By Friday, April 15, 2022
Election Day – Ballots due to LAFCo ( <i>quorum not achieved</i> )	By 5:00 p.m., Friday, June 24, 2022
<b>Extended Election Day – Ballots due to LAFCo</b>	<b>By 5:00 p.m., Friday, October 28, 2022</b>
Election results mailed to independent special districts	No later than Friday, November 4, 2022
New special district members seated	At November 16, 2022 LAFCo Meeting

## Current Special District Terms

Designation	Current Member	Term of Office (ends on June 30)
Regular Member	Debra Lake, Fruitland Ridge Fire Protection District	2020 - 2024
Regular Member	Troy Nicolini, Peninsula Community Services District	2018 - 2022
Alternate Member	David Couch, McKinleyville Community Services District	2018 - 2022

## Independent Special Districts

*Districts with a ✓ have submitted ballots*

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>✓ Big Lagoon Community Services District</li> <li>✓ Briceland Community Services District</li> <li>Carlotta Community Services District</li> <li>✓ Fieldbrook-Glendale Community Services District</li> <li>✓ Humboldt Community Services District</li> <li>Loleta Community Services District</li> <li>Manila Community Services District</li> <li>✓ McKinleyville Community Services District</li> <li>Miranda Community Services District</li> <li>Orick Community Services District</li> <li>Orleans Community Services District</li> <li>Palmer Creek Community Services District</li> <li>✓ Patrick Creek Community Services District</li> <li>✓ Peninsula Community Services District</li> <li>Phillipsville Community Services District</li> <li>Redway Community Services District</li> <li>✓ Riverside Community Services District</li> <li>✓ Scotia Community Services District</li> <li>Weott Community Services District</li> <li>Westhaven Community Services District</li> <li>✓ Willow Creek Community Services District</li> <li>Alderpoint County Water District</li> <li>✓ Hydesville County Water District</li> <li>✓ Jacoby Creek County Water District</li> <li>✓ Humboldt Bay Municipal Water District</li> </ul> | <ul style="list-style-type: none"> <li>Garberville Sanitary District</li> <li>✓ Resort Improvement District No. 1</li> <li>✓ Arcata Fire Protection District</li> <li>Blue Lake Fire Protection District</li> <li>Briceland Fire Protection District</li> <li>Bridgeville Fire Protection District</li> <li>Ferndale Fire Protection District</li> <li>✓ Fruitland Ridge Fire Protection District</li> <li>✓ Garberville Fire Protection District</li> <li>Humboldt No. 1 Fire Protection District</li> <li>Kneeland Fire Protection District</li> <li>Myers Flat Fire Protection District</li> <li>✓ Petrolia Fire Protection District</li> <li>Redway Fire Protection District</li> <li>✓ Rio Dell Fire Protection District</li> <li>Telegraph Ridge Fire Protection District</li> <li>Willow Creek Fire Protection District</li> <li>✓ Humboldt Bay Harbor, Recreation and Conservation District</li> <li>✓ Humboldt County Resource Conservation District</li> <li>North Humboldt Recreation and Park District</li> <li>Southern Humboldt Community Healthcare District</li> <li>✓ Fortuna Cemetery District</li> <li>Petrolia Cemetery District</li> </ul> |
|---|---|



DAVID A. ROSEN

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September 6, 2022

**Via Email**

Arcata Fire District  
2149 Central Avenue  
McKinleyville, CA, 95519

Attn: Chief Justin McDonald  
Director, Board President Randy Mendosa

Gentlemen:

I am officially giving notice to the Board that I will resign my position as Director at the end of my term. The resignation will be effective at the conclusion of the December 13, 2022 Board meeting.

Thank you for the opportunity to have been of service to the District.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'David Rosen', with a stylized flourish at the end.

David Rosen

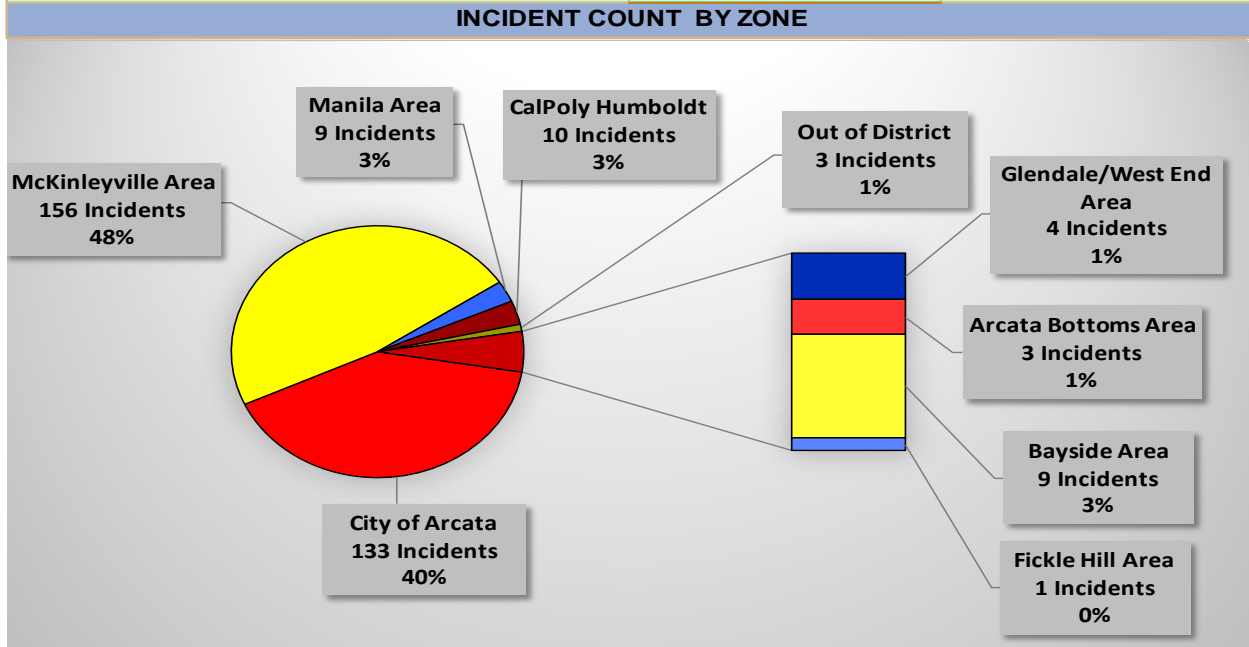
**Date:** September 13, 2022  
**To:** Board of Directors, Arcata Fire District  
**From:** Justin McDonald, Fire Chief  
**Subject:** Fire Chief's Monthly Report

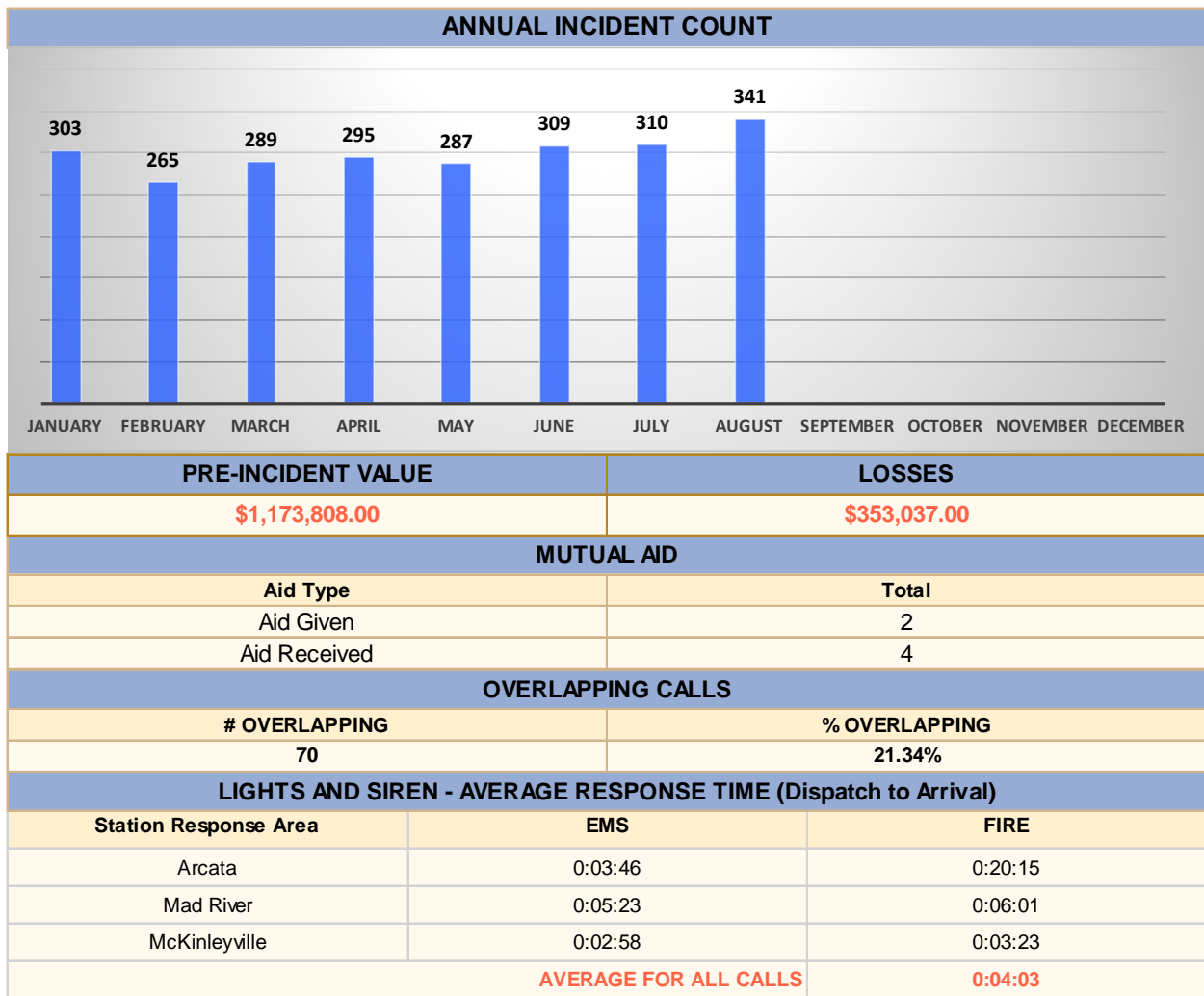
## Monthly Incident Activity

### August Notable Incidents

- 8/03/2022 Residential Structure Fire – 1600 Blk Bartow Road, McKinleyville – Fire was contained to a detached garage. Cause – failure of electrical equipment.
- 8/04/2022 Residential Structure Fire – 400 Blk Upper Creek Road, Jacoby Creek – The residence sustained major damage but did not spread to vegetation or other structures. Cause – undetermined, not intentional.  
 \*Out of District response provided by Arcata with mutual aid received from Kneeland, Humboldt, Blue Lake, Westhaven, Ferndale, CalFire.
- 8/12/2022 Residential Structure Fire – 1900 Blk of Peninsula Drive, Manila – Fire was contained to the structure. Cause – undetermined.

MONTHLY INCIDENT COUNT		
Fires	27	7.92%
Overpressure rupture, explosion, overhear - no fire	0	0.00%
Rescue & Emergency Medical Service	168	49.27%
Hazardous Condition (No Fire)	7	2.05%
Service Call	42	12.32%
Good Intent Call	59	17.30%
False Alarm & False Call	25	7.33%
Severe Weather, Natural Disaster, & Other	0	0.00%
Incomplete	13	3.81%
<b>TOTAL</b>	<b>341</b>	<b>100.00%</b>





## Monthly Operations Report

**August Overtime Hours** - Suppression staff covered **258** hours of mandatory OT to maintain minimum staffing levels. **7** days were at the minimum on-duty staffing (2 stations staffed with 2 on-duty).

**Training Highlights** – **153 hours** of training that included, the annual Cal Poly Housing drill, area orientation, ECC ride along, new employee orientation.

### Apparatus and Station Maintenance and Repair Report

E8211 In Service @ Mad River  
 E8215 In Service @ Arcata  
**E8216 Out of Service – Repair estimate is being completed**  
 E8217 In Service @ McK  
**E8239 Out of Service – Repairs underway**  
 R8274 In Service @ McK  
 WT8258 In Service @ Arcata  
 L8291 In Service @ Mad River  
 L8295 In Service @ Arcata  
**U8208 Out of Service – Blown Engine**

Mad River Station – Painting scheduled for September, Shed repair completed, Barn gutter replacement completed.

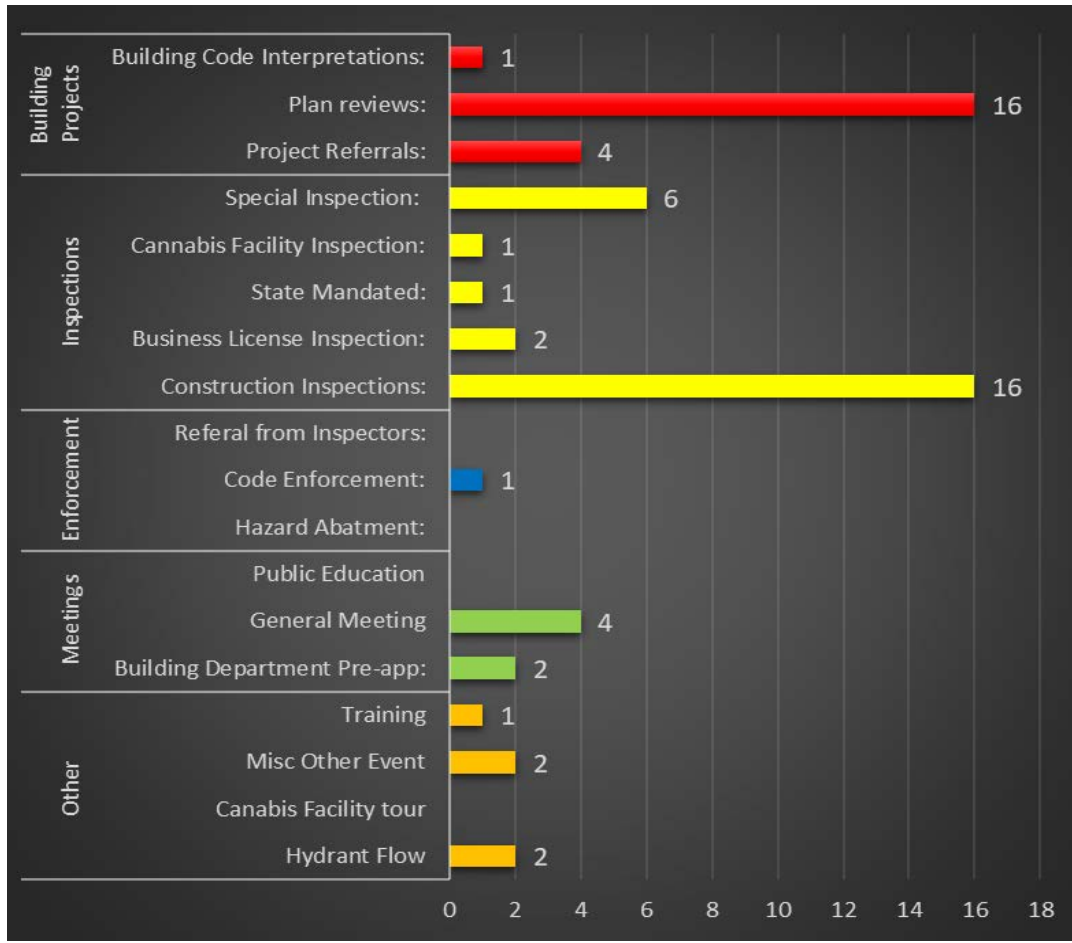
# Fire Prevention Report

Fire Marshal position

Hours worked – 95 hours

## July Activity

## Count



Inspector position

Hours Worked – 68.5 hours

## August Activity

## Count



## Monthly Administrative Report

**Assistant Chief & Fire Captain Recruitment** – The week of the 15<sup>th</sup> of August the new employees started their training shifts. The Captains were assigned to shift work and have completed 4-weeks of supervised field training. On September 8<sup>th</sup> the District began staffing all three stations. We are still down two FTE positions, an Engineer and Assistant Chief position. The vacant engineer position will be covered with overtime until the position is filled. It is anticipated that the position will be filled by the end of the year. The vacant Assistant Chief position will be open until filled, there is no anticipated recruitment date for that position.

**Prevention Bureau Office Assistant Recruitment** – Nothing new to report

**Annexation** – Nothing new to report.

**Station Signs** – Project is on hold until next month, Director Johnson, from her contact, indicated that new signs could be produced and installed at all station for \$3500. These would be two sided reflective. The professional sign maker advised that including all 5 communities on the sign would be too wordy and busy looking.

**Assistant Chief Campbell** – AC Campbell is in the process of moving to retirement status. His official last day is listed as November 17, 2022; however his unofficial last day was August 31<sup>st</sup> as he will be utilizing his accrued time off.

### Revenue Recovery

	Last Month		All Year	
<b>Insurance Claims</b>				
Claims Submitted	8	\$10,222.00	41	\$28,192.00
Payments Received by FRUSA	3	\$1,044.00	21	\$6,787.45
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	6	-	25	-

### Inspection Fees Paid

Payments last month

**\$4,669.50**

(30) Invoices

Payments this year

**\$27,134.53**

(174) Invoices

Payments last year

**\$41,689.25**

(261) Invoices

Billing Status	Count	FD Amount
Open -30	11	\$1546.50
Open -60	6	\$826.50
Open -90	0	\$0.00
Open -90+	0	\$0.00
Sent to collections	20	\$2,929.64
<b>Accounts Receivable</b>		<b>\$5322.64</b>

# District Business

**Date:** September 13, 2022  
**To:** Board of Directors, Arcata Fire District  
**From:** Justin McDonald, Fire Chief  
**Subject:** **CONDUCT A PUBLIC HEARING** to Consider Adoption of Resolution 22-270 Finalizing the Annual Budget for Fiscal Year 2022/23

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### **Background**

Pursuant to Government Code 13895, the Board is required to adopt a final budget, after making any changes to the preliminary budget, no later than October 1. The Board adopted the preliminary FY2022/23 budget via the consent calendar on June 14, 2022, Regular Board meeting. Since that meeting, staff have been able to refine projections to reflect more exact revenue and expenditure calculations for this fiscal year. The following is a summary of changes to be included in the final budget.

### **TOTAL REVENUES: \$6,479,000**

**Tax Revenues:** This category in the revenues has been adjusted from the preliminary projections. The tax revenue now shows the projected revenue from the Measure F special tax. For FY 2022/23, based on the Assessor parcel list, the 2020 Special Tax is projected to generate \$2.3 million with the '06 Benefit Assessment at \$1.4 million. The rest of the tax allocations are projected with amounts collected from the year prior.

**Use of Money & Property:** This category is estimated based on funds kept in the County Treasury and Coast Central Credit Union.

**Intergovernmental:** No changes from preliminary budget.

**Charges for Service:** No changes from preliminary budget.

**Miscellaneous Revenue:** No changes from preliminary budget.

**Other Financing Sources:** No changes from preliminary budget.

### **TOTAL EXPENSES: \$6,157,000**

**Salaries & Benefits:** This expense category was adjusted to reflect actual projected costs based on the current staff. Changes were made in the full-time subcategory, as well as retirement, group insurance, and workers compensation. Overall, this expense category increased by 15%.

**Service and Supplies:** In this section, the budget was updated with a net change from the preliminary budget, with a 4.7% decrease.

- Liability Insurance premiums increased 24% and is now \$43,700.
- Maintenance – Equipment has been reduced by 22% as a result of completing deferred maintenance and is now \$92,100.
- Maintenance – Structure has been increased by 256% to cover the Mad River Station paint and dry rot repairs.

- Legal Services has been reduced by 60% as there are no projected contract negotiations planned.
- Human Resource Services was reduced by 62% as the majority of the District recruitments have concluded.

**Other Required Expenditures** – All discretionary spending has been frozen. There is \$495,000 to be reallocated at the Board’s discretion.

**Capital Expense: \$50,000**

- Request to purchase a replacement pickup

**Debt Service: \$503,000**

- \$115,183 for Engine lease payment
- \$387,683 for UAL refinance payment.

**Operating Fund Transfers: \$449,000**

- \$261,816 will be transferred to the PERS Rate stabilization fund.
- \$187,094 will be distributed to the CalPERS for the FY 22/23 UAL payment.

**UNALLOCATED FUNDS: \$322,000**

Staff is recommending, based on the advice from Cal Muni Advisors to retain any unallocated funds and hold them in reserve. These funds will be used to offset the UAL payment for FY 23/24.

**Recommendation**

Staff recommends the Board hold the public hearing and adopt the FY 2022/23 Budget with the proposed changes.

**District Funds Requested/Required**

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

**Alternatives**

The Board has the following alternatives:

1. Take no action
2. With direction, refer the topic back to staff for further consideration

**Attachments**

- Attachment 1 – Proposed Final Budget
- Attachment 2 – Resolution 22-270 and Exhibit A, Fiscal Year 2022/23 Budget

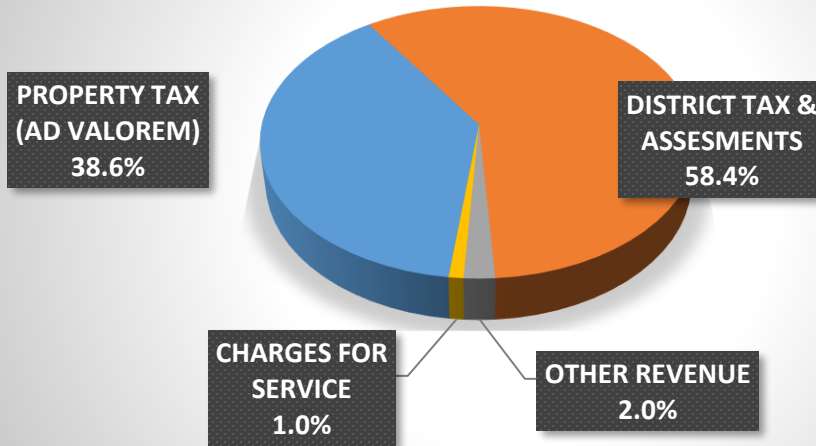




## FISCAL YEAR 2022/23 Budget Projections

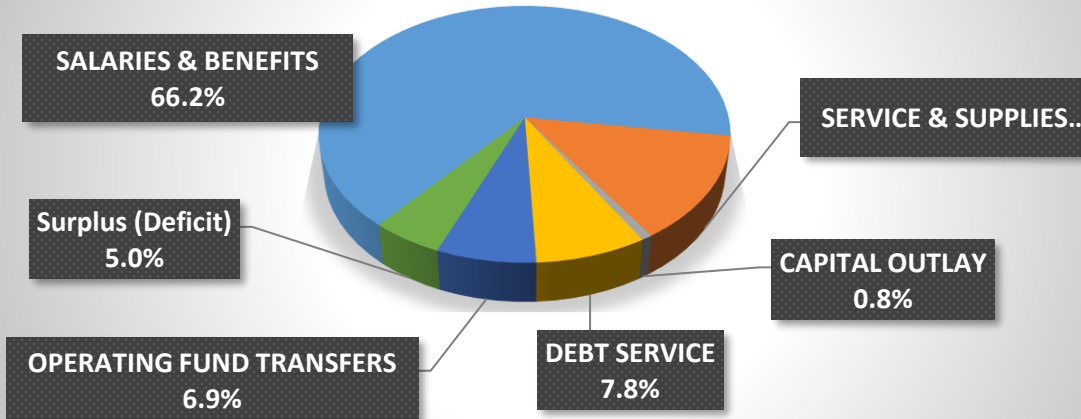
<b>REVENUES</b>	<b>\$6,479,000</b>
PROPERTY TAX (AD VALOREM)	\$2,499,000
DISTRICT TAX & ASSESSMENTS	\$3,786,000
OTHER REVENUE	\$132,000
CHARGES FOR SERVICE	\$62,000

### Projected Revenues



<b>EXPENDITURES</b>	<b>\$6,157,000</b>
SALARIES & BENEFITS	\$4,286,000
SERVICE & SUPPLIES	\$869,000
CAPITAL OUTLAY	\$50,000
DEBT SERVICE	\$503,000
OPERATING FUND TRANSFERS	\$449,000
<b>Surplus (Deficit)</b>	<b>\$322,000</b>

### Projected Expenditures



Revenue Sources	General Operating Fund	2006 Benefit Assessment <sup>(1)</sup>	2020 Special Tax <sup>(2)</sup>	Prevention Program <sup>(3)</sup>	Striketeam Reimburse	TOTAL
Tax Revenue	\$2,517,000	-	-	-	-	\$2,517,000
District Assessment & Tax	-	\$1,458,000	\$2,328,000	-	-	\$3,786,000
Interest	\$42,000	-	-	-	-	\$42,000
Intergovernmental	\$71,000	-	-	-	\$0	\$71,000
Charges for Service	\$5,000	-	-	\$57,000	-	\$62,000
Other Revenue	\$700	-	-	-	-	\$700
<b>Total Revenue</b>	<b>\$2,635,700</b>	<b>\$1,458,000</b>	<b>\$2,328,000</b>	<b>\$57,000</b>	<b>\$0</b>	<b>\$6,479,000</b>
<b>Expenditures and Appropriations</b>						
Personnel	\$2,360,000	\$991,000	\$832,000	\$103,000	\$0	\$4,286,000
Services & Supplies	\$286,000	\$287,000	\$287,000	\$9,000	\$0	\$869,000
Debt Service	\$129,000	\$129,000	\$245,000	-	-	\$503,000
Capital Expense	-	-	\$50,000	-	-	\$50,000
Operating Fund Transfers	\$62,000	\$62,000	\$324,000	-	-	\$448,000
<b>Total Expenditures</b>	<b>\$2,837,000</b>	<b>\$1,469,000</b>	<b>\$1,738,000</b>	<b>\$112,000</b>	<b>\$0</b>	<b>\$6,157,000</b>
<b>Fund Balance</b>	<b>(\$201,300)</b>	<b>(\$11,000)</b>	<b>\$590,000</b>	<b>(\$55,000)</b>	<b>\$0</b>	
			<b>Budget Contingency [Funded/(Underfunded)]</b>			<b>\$322,000</b>
<b>Operating Fund Balance needed on July 1, 2022</b>	<b>\$3,694,200</b>		<b>Fund Balances - Beginning</b>			<b>\$4,114,141</b>
			<b>Projected Fund Balances - Ending</b>			<b>\$4,436,141</b>
<i>Footnote #1 - The Benefit Assessment funds 3 Fire Captains, 3 Engineers, 1/3 of the operations</i>						
<i>Footnote #2 - The 2020 Special Tax funds 1 Chief officer, 3 Fire Captains, 3 Engineers, 1/3 of the operations</i>						
<i>Footnote #3 - Revenue generated by the Inspection Program funds the Inspector position, Fire Marshal, and Office Assistant positions</i>						
<b>Budgeted Position Allocation</b>	<b>Admin</b>	<b>Suppression</b>	<b>Prevention</b>	<b>Logistics</b>	<b>TOTAL</b>	
Full Time Positions	5	18	-	-	23	
Part-time Positions	-	-	3	-	3	
Volunteer Positions	-	1	-	10	11	

	General Funds						RESERVE ACCOUNTS										
	Coast Central Credit Union		Operating Fund County Treasury		CCCU Liquid Assets		CCCU Savings		Vehicle Replacement Fund		Contingency Fund		PERS Rate Stabilization Fund				
	FYE 21/22 Actuals	FY 22/23 Projected	FYE 21/22 Actuals	FY 22/23 Projected	FYE 21/22 Actuals	FY 22/23 Projected	FYE 21/22 Actuals	FY 22/23 Projected	FYE 21/22 Actuals	FY 22/23 Projected	FYE 21/22 Actuals	FY 22/23 Projected	FYE 21/22 Actuals	FY 22/23 Projected			
Fund Balance - Beginning	\$449,331	\$446,342	\$3,354,496	\$3,567,787	\$100,160	\$100,013	\$15,777	\$15,793	\$188,630	\$188,630	\$56,596	\$56,596	\$30,333	\$0			
Transfers In	\$4,381,797	\$0	\$4,033,366	\$0	\$200,000	\$0	\$16	\$0	\$0	\$0	\$0	\$0	\$0	\$261,816			
Transfers Out	\$4,384,787	\$0	\$3,820,076	\$0	\$200,147	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,333	\$0			
Rev Over (Under) Exp	(\$2,990)	\$0	\$213,291	\$0	(\$147)	\$0	\$16	\$0	\$0	\$0	\$0	\$0	(\$30,333)	\$261,816			
Fund Balance - Ending	\$446,342	\$446,342	\$3,567,787	\$3,567,787	\$100,013	\$100,013	\$15,793	\$15,793	\$188,630	\$188,630	\$56,596	\$56,596	\$0	\$261,816			
<table border="1"> <tr> <td>PROJECTED CASH IN ACCOUNTS AT AS OF June 30, 2022</td> <td>\$4,114,141</td> </tr> </table>						PROJECTED CASH IN ACCOUNTS AT AS OF June 30, 2022	\$4,114,141	<table border="1"> <tr> <td>PROJECTED CASH IN RESERVE ACCOUNTS AT COUNTY TREASURY AS OF June 30, 2022</td> <td>\$522,836</td> </tr> </table>								PROJECTED CASH IN RESERVE ACCOUNTS AT COUNTY TREASURY AS OF June 30, 2022	\$522,836
PROJECTED CASH IN ACCOUNTS AT AS OF June 30, 2022	\$4,114,141																
PROJECTED CASH IN RESERVE ACCOUNTS AT COUNTY TREASURY AS OF June 30, 2022	\$522,836																

	<b>DRAFT FYE 21/22</b>	<b>Approved Preliminary</b>	<b>Approved FY22-23</b>
<b>REVENUE</b>			
<b>TAX REVENUE</b>	<b>\$ 6,098,000</b>	<b>\$ 6,298,000</b>	<b>\$ 6,303,000</b>
101117 · PROPERTY TAX-CURRENT-SECURED	\$ 2,193,998	\$ 2,388,000	\$ 2,388,000
102500 · PROPERTY TAX-CURRENT-UNSECURED	\$ 82,335	\$ 85,000	\$ 85,000
105110 · PROPERTY TAX-PRIOR YEARS-SECURED	\$ 14,766	\$ 25,000	\$ 25,000
103500 · PROPERTY TAX-PRIOR YEARS-UNSECURED	\$ -	\$ 1,000	\$ 1,000
800040 · SUPPLEMENTAL TAXES- CURRENT	\$ 21,412	\$ 12,000	\$ 12,000
105900 · SUPPLEMENTAL TAXES-PRIOR YEAR	\$ 4,500	\$ 5,000	\$ 5,000
113100 · STATE TIMBER TAX	\$ 410	\$ 530	\$ 500
800050 · PROPERTY ASSESSMENTS	\$ 3,781,000	\$ 3,781,000	\$ 3,786,000
2006 Benefit Assessment	\$ 1,463,000	\$ 1,463,000	\$ 1,458,000
2020 Special Tax	\$ 2,318,000	\$ 2,318,000	\$ 2,328,000
<b>USE OF MONEY &amp; PROPERTY</b>	<b>\$ 313</b>	<b>\$ 42,000</b>	<b>\$ 42,000</b>
800190 · INTEREST INCOME	\$ 313	\$ 42,000	\$ 42,000
<b>INTERGOVERNMENTAL</b>	<b>\$ 105,513</b>	<b>\$ 71,000</b>	<b>\$ 71,000</b>
525110 · HOMEOWNERS PROP. TAX RELIEF	\$ 12,605	\$ 25,000	\$ 25,000
800580 · FEDERAL AID IN-LIEU TAX		\$ -	\$ -
800600 · OTHER GOVERNMENT AGENCIES	\$ 41,000	\$ 46,000	\$ 46,000
800944 · GRANT REVENUE	\$ -	\$ -	\$ -
800950 · FIREFIGHTING REIMBURSEMENTS	\$ 51,908	\$ -	\$ -
<b>CHARGES FOR SERVICES</b>	<b>\$ 64,025</b>	<b>\$ 62,000</b>	<b>\$ 62,000</b>
800155 · PREVENTION FEES	\$ 11,592	\$ 12,000	\$ 12,000
800156 · R1/R2 INSPECTION FEES	\$ 40,640	\$ 45,000	\$ 45,000
800700 · OTHER SERVICES	\$ 6,300		
800946 · INCIDENT REVENUE RECOVERY FEES	\$ 5,494	\$ 5,000	\$ 5,000
<b>MISCELLANEOUS REVENUES</b>	<b>\$ 19,816</b>	<b>\$ 700</b>	<b>\$ 700</b>
800920 · SALE OF FIXED ASSETS		\$ -	\$ -
800940 · OTHER REVENUE	\$ 20,951	\$ -	\$ -
800941 · REFUNDS	\$ (1,525)	\$ 500	\$ 500
800942 · INCIDENT REPORTS	\$ 390	\$ 200	\$ 200
<b>OTHER FINANCING SOURCES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer-In From Reserve Fund	\$ -	\$ -	\$ -
Contingency Fund	\$ -	\$ -	\$ -
Training Reserve Fund	\$ -	\$ -	\$ -
Vehicle Replacement Fund	\$ -	\$ -	\$ -
PERS Contingency Fund	\$ -	\$ -	\$ -
County Treasury General Fund	\$ -	\$ -	\$ -
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 6,288,000</b>	<b>\$ 6,474,000</b>	<b>\$ 6,479,000</b>

	<b>DRAFT</b> FYE 21/22	<b>Approved</b> FY22-23
<b>EXPENSES</b>		
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>		
<b>5010 · SALARIES AND WAGES</b>	<b>\$1,707,000</b>	<b>\$2,530,000</b>
5010.1 · Full-Time	\$1,406,311	\$1,909,000 Adjusted to actual costs
5010.2 · CTO Payout	\$90,002	\$382,000
5010.3 · Settlement Pay/Vacation	\$25,458	\$30,000
5010.4 · Holiday Pay	\$59,286	\$50,000
5010.5 · Deferred Compensation	\$47,800	\$62,400
5010.6 · Part-Time (Hourly)	\$67,933	\$97,000
5010.8 · CalFire/OES Pay	\$10,329	
<b>5020 · RETIREMENT</b>	<b>\$432,493</b>	<b>\$596,000</b>
5020.1 · CalPERS Retirement	\$402,935	\$561,000 Adjusted to actual costs
5020.3 · Social Security	\$4,365	\$6,000 Adjusted to actual costs
5020.4 · Medicare	\$25,193	\$29,000 Adjusted to actual costs
<b>5030-GROUP INSURANCE</b>	<b>\$815,232</b>	<b>\$1,055,000</b>
5030.1 · Health Insurance (Employees)	\$443,961	\$675,000 Adjusted to actual costs
5030.2 · Health Insurance (Retirees)	\$325,680	\$318,000 Adjusted to actual costs
5030.3 · Retiree Health Admin Fees	\$2,241	\$4,000
5030.4 · Dental & Life Insurance	\$29,218	\$42,000 Adjusted to actual costs
5030.5 · Air Ambulance Insurance	\$2,113	\$3,000
5030.6 · Vision	\$5,283	\$5,000
5030.7 · Long Term Disability Insurance	\$6,496	\$8,000
<b>5033 · UNEMPLOYMENT INSURANCE</b>	<b>\$0</b>	<b>\$5,000</b>
5033.1 · Unemployment (Self Funded)	\$0	\$5,000
<b>5035 · WORKER'S COMPENSATION</b>	<b>\$68,043</b>	<b>\$100,300</b> Projected based on payroll
5035.1 · PRIMARY	\$55,984	\$78,000
5035.3 · ADMIN FEE	\$12,059	\$20,000
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>\$3,023,000</b>	<b>\$4,286,000</b>
<b>SERVICE &amp; SUPPLIES</b>		
<b>5050 · CLOTHING &amp; PERSONAL SUPPLIES</b>	<b>\$14,460</b>	<b>\$41,000</b>
5050.1 · Uniforms	\$12,475	\$20,000
5050.2 · Station Boots	\$405	\$2,000
5050.3 · PPE - Structure	\$0	\$12,000
5050.4 · PPE - Wildland	\$331	\$5,000
5050.5 · PPE - VLU Team	\$78	\$1,000
5050.6 · Shields & Badges	\$1,170	\$1,000
<b>5060 · COMMUNICATIONS</b>	<b>\$29,685</b>	<b>\$31,600</b>
5060.1 · Phones - Landline & Cellular	\$10,090	\$10,000
5060.2 · Alarm Monitoring	\$5,649	\$6,000 New fees with upgraded MR System
5060.3 · Communication - Miscellaneous	\$569	\$500
5060.4 · HCFCA Radio System Annual Fee	\$0	\$1,600
5060.5 · Cable TV/Internet	\$13,376	\$13,500
<b>5080 · FOOD</b>	<b>\$587</b>	<b>\$3,500</b>
5080.1 · Food/Rehab Supplies	\$587	\$2,500
5080.2 · Drinking Water	\$0	\$1,000
<b>5090 · HOUSEHOLD EXPENSE</b>	<b>\$12,843</b>	<b>\$14,500</b>
5090.1 · Station Supplies	\$2,888	\$4,100
5090.2 · Garbage Service	\$4,755	\$5,400
5090.3 · Station Furniture	\$5,200	\$5,000

<b>5100 - LIABILITY INSURANCE</b>	<b>\$35,221</b>	<b>\$43,700</b>	
5100.1 - Liability Insurance	\$35,221	\$43,700	Adjusted to actual cost
<b>5120 - MAINTENANCE-EQUIPMENT</b>	<b>\$133,590</b>	<b>\$92,100</b>	
5120.1 - Fire Apparatus	\$102,437	\$60,000	reduced due to deferred maintenance completed
5120.2 - Officers Vehicles	\$3,662	\$10,000	
5120.3 - Hose & Ladder Testing	\$6,300	\$6,500	adjusted to actual cost
5120.4 - Hose Repair	\$0	\$500	
5120.7 - SCBA	\$9,388	\$1,000	reduced due to multi year contract for machine calibration
5120.8 - Hydraulic Rescue Tool Service	\$3,335	\$3,500	actual cost
5120.9 - Power Tools Maintenance	\$376	\$1,000	
5120.10 - AED/LUCAS Annual Maintenance	\$7,416	\$8,100	
5120.11 - Fire Extinguisher Maintenance	\$396	\$500	
5120.12 - Equipment Maintenance - Misc	\$280	\$500	
5120.13 - Small Instrument Repair & Testing	\$0	\$500	
<b>5121 - MAINTENANCE-ELECTRONICS</b>	<b>\$1,847</b>	<b>\$3,500</b>	
5121.1 - Computers	\$476	\$1,000	
5121.2 - Radios, Pagers, & FireCom	\$1,051	\$1,000	
5121.3 - Batteries	\$320	\$1,500	
<b>5130 - MAINTENANCE-STRUCTURE</b>	<b>\$17,003</b>	<b>\$53,500</b>	
5130.1 - General Structure Maintenance	\$13,593	\$46,000	MR Paint (30,000) MR Dry rot & Shed (15,000)
5130.2 - Grounds Maintenance	\$1,759	\$2,500	Paint Mck Fuel Tank (1500)
5130.3 - Emergency Power Maintenance	\$0	\$2,000	
5130.4 - Pest	\$1,650	\$3,000	
<b>5140 - MEDICAL SUPPLIES</b>	<b>\$5,667</b>	<b>\$8,500</b>	
5140.1 - EMS Supplies	\$4,913	\$6,000	
5140.2 - AED & LUCAS Supplies	\$0	\$500	
5140.3 - COVID-19 Supplies	\$754	\$2,000	
<b>5150 - MEMBERSHIPS</b>	<b>\$2,331</b>	<b>\$2,000</b>	
5150.6 - Dues	\$2,331	\$2,000	
<b>5160 - MISCELLANEOUS EXPENSE</b>	<b>\$196</b>	<b>\$1,000</b>	
5160.1 - Uncategorized Miscellaneous Expense	\$196	\$1,000	
<b>5170 - OFFICE EXPENSE</b>	<b>\$3,103</b>	<b>\$6,600</b>	
5170.1 - Office Supplies	\$2,555	\$5,000	
5170.2 - Postage	\$491	\$1,000	
5170.3 - Software	\$57	\$500	
5170.4 - Subscriptions Periodicals	\$0	\$100	

<b>5180 · PROFESSIONAL &amp; SPECIAL SERVICES</b>	<b>\$163,370</b>	<b>\$141,200</b>	
5180.1 · Legal Services	\$55,519	\$20,000	No negotiations
5180.2 · Human Resource Services	\$12,367	\$10,000	May need to increase for recruitment process
5180.3 · Medical exam/Drug Screening	\$5,493	\$20,000	
5180.4 · Background Checks	\$17,867	\$5,000	May need to increase for recruitment process
5180.5 · Audit Services	\$9,000	\$11,000	New multi year contract price
5180.6 · Accountant/Bookkeeping	\$5,691	\$10,000	
5180.7 · GASB 75 Report Fee	\$3,700	\$7,000	
5180.8 · IT Services	\$32,861	\$31,500	
5180.9 · Webpage Hosting Annual Fee	\$4,010	\$4,500	
5180.10 · Records Management System Annual Fee	\$4,319	\$4,350	
5180.11 · Scheduling Program Annual Fee	\$3,504	\$3,500	
5180.12 · Parcel Quest Annual Fees	\$1,799	\$2,000	
5180.13 · CAD Interface Annual Fee	\$1,900	\$1,750	
5180.14 · eDispatches Annual Fee	\$1,560	\$2,000	
5180.15 · Survey System Annual Fee	\$0	\$500	
5180.16 · Subscriptions	\$2,095	\$1,800	
5180.17 · Humboldt Cnty Fire Chiefs' Assoc Dues	\$0	\$800	
5180.19 · Miscellaneous Services	\$1,273	\$500	Reset
5180.20 · Financial Consulting	\$413	\$5,000	New contract
<b>5190 · PUBLICATIONS &amp; LEGAL NOTICES</b>	<b>\$1,770</b>	<b>\$1,000</b>	
5190.1 · Publications & Notices	\$1,770	\$1,000	reset
<b>5200 · RENTS &amp; LEASES-EQUIPMENT</b>	<b>\$7,079</b>	<b>\$8,300</b>	
5200.1 · Copier	\$7,079	\$8,300	
<b>5210 · RENT &amp; LEASES - STRUCTURES</b>	<b>\$108,000</b>	<b>\$120,000</b>	
5210.1 · 631 9th Street	\$108,000	\$120,000	
<b>5230 · SPECIAL DISTRICT EXPENSE</b>	<b>\$53,857</b>	<b>\$151,700</b>	
5230.1 · Property Tax Admin Fee	\$30,424.00	\$73,000	
5230.2 · Tax Roll Direct Charge Fee	\$135.00	\$14,000	
5230.3 · LAFCO Annual Fee	\$3,216.76	\$4,000	
5230.5 · Assessment Adjustments/Refunds	\$7,922.00	\$5,000	
5230.6 · Public Education Supplies	\$1,140.42	\$1,500	
5230.8 · Certifications	\$628.10	\$1,000	
5230.10 · Recruitment	\$815.75	\$1,000	
5230.11 · Bank Fees	\$255.00	\$4,200	Includes PFA Fee for engine loan
5230.14 · Recognition Awards	\$990.20	\$2,000	
5230.15 · Health & Wellness	\$325.43	\$7,000	
5230.16 · Public Outreach	\$0.00	\$1,000	
5230.17 · HBF Truck Response	\$0.00	\$10,000	
5230.18 · HCFA Air Trailer Annual Fee	\$0.00	\$1,000	
5230.19 · Staff Training	\$6,488.38	\$15,000	
5230.20 · Training Supplies	\$835.81	\$10,000	
5230.21 · Grant Management	\$0.00	\$2,000	
<b>5250 · TRANSPORTATION &amp; TRAVEL</b>	<b>\$56,102</b>	<b>\$80,000</b>	
5250.1 · Fuel	\$56,061	\$65,000	may need to increase depending on going fuel prices
5250.2 · Lodging	\$0	\$5,000	
5250.3 · Per Diem Reimbursement	\$41	\$5,000	
5250.4 · Conference Tuition	\$0	\$5,000	
<b>5260 · UTILITIES</b>	<b>\$34,754</b>	<b>\$38,000</b>	
5260.1 · P G & E	\$29,242	\$32,000	
5260.2 · Water & Sewer	\$5,512	\$6,000	

<b>5370 - MINOR EQUIPMENT</b>	<b>\$17,432</b>	<b>\$27,500</b>	
5370.4 - Fire Hose	\$0	\$5,000	
5370.6 - Firefighting Equipment & Fabrication	\$4,882	\$9,000	
5370.8 - Computer/Electronics	\$9,502	\$13,000	
5370.10 - Small Tools	\$1	\$500	
5370.9 - Power Tools	\$3,047	\$0	
<b>TOTAL SERVICE &amp; SUPPLIES</b>	<b>\$699,000</b>	<b>\$869,000</b>	
<b>OTHER EXPENDITURES</b>			
<b>CAPITAL EXPENSE</b>	<b>\$70,279</b>	<b>\$50,000</b>	
Equipment	\$4,491		<i>Holmatro (55,000) SCBA Compressor McK (80,000)</i>
Vehicle		\$50,000	Replacement Pickup
Construction Improvements	\$65,788		<i>MR Station upgrades (100,000)</i>
<b>EQUIPMENT LOAN DEBT SERVICE</b>	<b>\$39,078</b>	<b>\$503,000</b>	
Fire Engine - Principal		\$100,183	
Fire Engine - Interest		\$15,000	
UAL Refinance - Principal		\$261,000	
UAL Refinance - Interest	\$39,078	\$126,683	
<b>OPERATING FUND TRANSFERS</b>	<b>\$757,678</b>	<b>\$449,000</b>	
Contingency Fund Transfer	\$0	\$0	
Vehicle Replacement Fund Transfer	\$0	\$0	
PERS Rate Stabilization Fund Transfer	\$0	\$261,816	
PERS Unfunded Liability Payment	\$757,678	\$187,094	Adjusted to actual cost
<b>TOTAL OTHER EXPENDITURES</b>	<b>\$867,000</b>	<b>\$1,002,000</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$4,589,000</b>	<b>\$6,157,000</b>	
<b>BUDGET CONTINGENCY [Funded (underfunded)]</b>	<b>\$1,699,000</b>	<b>\$322,000</b>	



**Resolution Number: 22-270****A RESOLUTION OF THE ARCATA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS  
ADOPTING THE FISCAL YEAR 2022/23 BUDGET**

**WHEREAS**, the Board of Directors has reviewed and considered the Budget for Fiscal Year 2022/23, Exhibit A, hereinafter referred to as the "Budget"; and

**WHEREAS**, the Budget provides a comprehensive plan of financial operations for the District including an estimate of revenues and the anticipated requirements for expenditures, appropriations, and reserves for the forthcoming fiscal year; and

**WHEREAS**, the Budget establishes the basis for incurring liability and making expenditures on behalf of the District; and

**WHEREAS**, section 13895 of the Health and Safety Code provides that on or before October 1 of each year, the Board must adopt a final budget which conforms to the accounting and budgeting procedures for special districts, and

**WHEREAS**, the Preliminary Fiscal Year 2022/23 Budget was adopted at the June 14, 2022, Regular Board Meeting by a consent calendar roll call vote, and the date of the public hearing set for the September Regular Board Meeting; and

**WHEREAS**, the September 13, 2022, Regular Board Meeting agenda in which the proposed budget for Fiscal Year 2022/23 was noticed pursuant to the notice provisions of the Ralph M. Brown Act, as codified in section 54950 et seq. of the California Government Code; and

**WHEREAS**, the September 13, 2022, Regular Board Meeting, the public was offered an opportunity to comment on the proposed budget for Fiscal Year 2022/23, prior to the Board taking action on the matter.

**NOW THEREFORE, BE IT RESOLVED THAT** the Arcata Fire Protection District Board of Directors hereby approves and adopts the Fiscal Year 2022/23 Budget.

**BE IT FURTHER RESOLVED THAT** the Fire Chief or designee shall transmit a certified copy of this resolution with Exhibit A, the adopted budget for Fiscal Year 2022/23 to the Office of the Humboldt County Auditor Controller as required pursuant to section 13895 of the Health and Safety Code.

**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:** September 13, 2022

Signed: \_\_\_\_\_  
Randy Mendosa, President

Attest: \_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary

Arcata Fire Protection District  
BUDGET FOR FISCAL YEAR 2022/23

**SALARIES & EMPLOYEE BENEFITS**

5010 · SALARIES AND WAGES	\$2,530,000
5020 · RETIREMENT	\$596,000
5030 · GROUP INSURANCE	\$1,055,000
5033 · UNEMPLOYMENT INSURANCE	\$5,000
5035 · WORKER'S COMPENSATION	\$100,300

**Subtotal Salaries & Employee Benefits     \$4,286,000**

**SERVICE & SUPPLIES**

5050 · CLOTHING & PERSONAL SUPPLIES	\$41,000
5060 · COMMUNICATIONS	\$31,600
5080 · FOOD	\$3,500
5090 · HOUSEHOLD EXPENSE	\$14,500
5100 · LIABILITY INSURANCE	\$43,700
5120 · MAINTENANCE-EQUIPMENT	\$92,100
5121 · MAINTENANCE-ELECTRONICS	\$3,500
5130 · MAINTENANCE-STRUCTURE	\$53,500
5140 · MEDICAL SUPPLIES	\$8,500
5150 · MEMBERSHIPS	\$2,000
5160 · MISCELLANEOUS EXPENSE	\$1,000
5170 · OFFICE EXPENSE	\$6,600
5180 · PROFESSIONAL & SPECIAL SERVICES	\$141,200
5190 · PUBLICATIONS & LEGAL NOTICES	\$1,000
5200 · RENT & LEASES - EQUIPMENT	\$8,300
5210 · RENT & LEASES - STRUCTURES	\$120,000
5230 · SPECIAL DISTRICT EXPENSE	\$151,700
5250 · TRANSPORTATION & TRAVEL	\$80,000
5260 · UTILITIES	\$38,000
5370 · MINOR EQUIPMENT	\$27,500

**Subtotal Service & Supplies     \$869,000**

**OTHER EXPENDITURES**

CAPITAL EXPENSE	\$50,000
LOAN/DEBT SERVICE	\$503,000
OPERATING FUND TRANSFERS - OUT	\$449,000

**Subtotal Other Expenditures     \$1,002,000**

**TOTAL EXPENDITURES     \$6,157,000**

**TOTAL REVENUE     \$6,479,000**

**BUDGET CONTINGENCY[Funded/(Underfunded)]     \$322,000**

**Date:** September 13, 2022  
**To:** Board of Directors, Arcata Fire District  
**From:** Justin McDonald, Fire Chief  
**Subject:** **CONDUCT A PUBLIC HEARING** to Consider the Adoption of Resolution 22-271, Revising the Schedule of Fees & Charges as to Ordinance 09-14

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**DISCUSSION:**

In 2009 the District adopted Ordinance No.09-14 which authorizes the District to collect fees for services allowed by the Health and Safety Code, Government Code, and the California Fire Code. It has been over four years since the District schedule of was reviewed or adjusted. At the April 2022 Board Meeting, staff made a proposal to increase the Prevention Bureau fees to \$183.19 per hour. The Board approved the increase at that meeting. The Board must now conduct a public hearing to modify the schedule of fees that is attached to Ordinance No. 09-14.

Since a majority of the charges on the schedule are prevention Bureau related, all prevention related charges have been updated to reflect the new hourly rate. Additionally, the prevention team has reviewed and streamlined the assessment of prevention fees. Depending on the service performed by the prevention bureau staff, charges will be at either a flat rate or based on estimated hours to complete.

There have been new fees added to the list as well. These new items are an effort to recover expenses that are allowable through the Health and Safety Code and Fire Code.

New items are:

- Itemizing all state mandated inspections to now include Public Assemblies, Schools, and Mid Rise/ High Rise buildings
- Fire Prevention Instructional Services
- False Alarm Fees
- Fit Testing Fees
- Returned Check Fees

If adopted, the new Schedule of Fees & Charges will take effect January 1, 2023.

**RECOMMENDATION:**

Staff recommends the Board hold the public hearing and adopt the Resolution 22-271 amending Exhibit A to Ordinance 09-14 that updates the District Schedule of Fees and Charges.

**FINANCIAL IMPACT:**

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

**ALTERNATIVES:**

1. Board discretion

**ATTACHMENTS:**

Attachment 1- Resolution 22-271 with Attachment A to Ordinance 09-14



## Resolution Number: 22-271

### A RESOLUTION OF THE ARCATA FIRE PROTECTION DISTRICT BOARD OF DIRECTOR REVISING THE SCHEDULE OF FEES AND CHARGES

**WHEREAS**, as outlined by Article III of the Arcata Fire Protection District Ordinance 09-14, "The District proposes to charge fees to recover costs incurred for the provision of said serviced, however, said fees will require periodic revision to reflect current personnel costs; and

**WHEREAS**, staff recommended to the Board of Directors that it had been over four years since the schedule of fees and charges had been updated; and

**WHEREAS**, Fire Prevention Bureau Fees are based upon the actual personnel and overhead administrative costs incurred for serviced provided; and

**WHEREAS**, District Mitigation Fees shall be that which is usual, customary, and reasonable (UCR) and allows the District to recover costs incurred responding to and the delivery of Fire and Rescue Services to emergency incidents occurring within and, in certain circumstances, outside the District.; and

**WHEREAS**, in order to update these fees, it is necessary to rescind Resolution 18-189 which amended the Attachment A to Ordinance 09-14, updating the 2009 Schedule of Fees and Charges.

**NOW THEREFORE, BE IT RESOLVED THAT** the Arcata Fire Protection District Board of Directors hereby approves the following:

1. Adjustment of rates for District services pursuant to the Schedule of Fees and Charges attached hereto as Attachment "A" and made a part hereof by this reference.
2. In accordance with the California Government Code, this resolution shall become effective sixty days after the date of its adoption, or January 1, 2023, whichever is later.
3. Once effective, Resolution 22-271 Attachment A, Schedule of Fees and Charges hereby rescinds Resolution 18-189 and any previous attachments to Ordinance 09-14, thus becoming Attachment A to said Ordinance.

**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:** September 13, 2022

Signed:

\_\_\_\_\_  
Randy Mendosa, President

Attest:

\_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary

**SCHEDULE OF FEES CHARGES**

<b>WATER SUPPLY</b>			
<b>FEE TYPE</b>	<b>Description</b>	<b>Rate/Hours</b>	<b>AMOUNT</b>
Fire Service Mains(Underground)	Thrust block inspection, hydrostatic test, and flush	Flat Rate (3 hr. to complete)	\$550.00
Hydrant Flow	Field Test	Flat Rate (1 hr. to complete)	\$183.00
<b>PLAN CHECKS</b>			
<b>FEE TYPE</b>	<b>Description</b>	<b>Rate/Hours</b>	<b>AMOUNT</b>
Construction or Building Addition Plan Review	New or Tenant Improvements	Time estimated based on project complexity (1 hr. minimum)	\$183.00
<b>FIRE PROTECTION AND ALARM SYSTEMS</b>			
<b>FEE TYPE</b>	<b>Description</b>	<b>Rate/Hours</b>	<b>AMOUNT</b>
Alarm System	New or Improvements	Time estimated based on project complexity (1 hr. minimum)	\$183.00
New Commercial Fire Protection Systems	13 & 13R Systems	Time estimated based on project complexity (3 hr. minimum)	\$550.00
Tenant Improved Fire Protection Systems		Time estimated based on project complexity (2 hr. minimum)	\$366.00
Residential Fire Sprinkler System (single family Home)		Flat Rate (1 hr. to complete)	\$183.00
Spray Booth	Includes booth and fire extinguishing system	Flat Rate (2 hr. to complete)	\$366.00
Pre-Action, Fixed Fire, Clean Agent		Flat Rate (2 hr. to complete)	\$366.00
Fire Pump Installation	Does not include review of generator or separate fuel storage tank	Flat Rate (2 hr. to complete)	\$366.00
Commercial Cooking (Hood & Duct)		Flat Rate (2 hr. to complete)	\$366.00
<b>MISCELLANEOUS SUBMITTALS - ALTERNATIVE MEANS AND METHODS</b>			
<b>FEE TYPE</b>	<b>Description</b>	<b>Rate/Hours</b>	<b>AMOUNT</b>
Miscellaneous Submittals or Plan Review	Plans or submittals not described elsewhere	Time estimated based on project complexity (2 hr. minimum)	\$366.00
Expedite Plan Review Request	Reviewed after normal business hours	Time estimated based on project complexity (2 hr. minimum at OT rate)	\$549.00
<b>PERMITS</b>			
<b>FEE TYPE</b>	<b>Description</b>	<b>Rate/Hours</b>	<b>AMOUNT</b>
Fireworks Booth/Storage (includes 1 reinspection)		Per Vendor	\$150.00
Street Booth Vendor		Per Event	\$183.00
Non-Compliant Re-inspections or Missed Appointments		Per Inspection (1/2 hour increments)	\$92.00

STATE MANDATED INSPECTIONS			
FEE TYPE	Description	Rate/Hours	AMOUNT
Public Assemblies		Time estimated based on project complexity (1 hr. minimum)	\$183.00
24-Hours Licensed Care Facilities	Ambulatory or non-ambulatory occupants (pre-inspection only)	Time estimated based on project complexity (2 hr. minimum)	\$366.00
Less Than 24-hour Licensed Care Facilities	Adult or Child Large Family Day Care (pre-inspection)	Time estimated based on project complexity (2 hr. minimum)	\$366.00
Schools	K-12th Educations Facilities	Time estimated based on project complexity (2 hr. minimum)	\$366.00
Mid-Rise/High-Rise		Time estimated based on project complexity (2 hr. minimum)	\$366.00
Hotel/Motel	Per Business <b>(Includes one reinspection)</b>	1 hr. flat rate - <b>Plus \$6.10 per occupancy unit/room</b>	\$183.00
Apartment Buildings	Per Parcel <b>(Includes one reinspection)</b>	1/2 hr. flat rate - <b>Plus \$6.10 per occupancy unit/room</b>	\$92.00
MISCELLANEOUS INSPECTIONS OR PREVENTION BUREAU SERVICES			
FEE TYPE	Description	Rate/Hours	AMOUNT
Fire Prevention Instructional Services		Time estimated based on project complexity (2 hr. minimum)	\$366.00
Inspections not listed above		Time estimated based on project complexity (1 hr. minimum)	\$183.00
All reinspection's		1/4 hr. minimum (includes travel time)	\$45.75
Code Enforcement Actions		(1 hr. minimum)	\$183.00
After Hours Inspections	After Business hours or weekends	(2 hr. minimum at OT rate)	\$549.00
MITIGATION RATES / REVENUE RECOVERY			
FEE TYPE	Description	Rate/Hours	AMOUNT
Motor Vehicle Accidents (LEVEL 1)	Provide hazardous materials assessment and scene stabilization. This will be the most common "billing level." This occurs almost every time the fire department responds to an accident/incident.	Per response	\$435.00
Motor Vehicle Accidents (LEVEL 2)	Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up and disposal. Will bill at this level if the fire department has to clean up any gasoline or other automotive fluids that are spilled as a result of the accident/incident.	Per response	\$495.00



Motor Vehicle Accidents (LEVEL 3-WITH FIRE)	Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, tip use, foam, structure protection, and clean up gasoline or other automotive fluids that are spilled as a result of the accident/incident.	Per response	\$605.00
Add-on Services - Extrication	Includes heavy rescue tools, ropes, airbags, cribbing etc. This charge will be added if the fire department has to free/remove anyone from the vehicle(s) using any equipment. Will not bill at this level if the patient is simply unconscious and fire department is able to open the door to access the patient. This level is to be billed only if equipment is deployed.	Per response	\$1,205.00
Add-on Services - Creating a Landing Zone	Will bill at this level any time a helicopter landing zone is created and/or is utilized to transport the patient(s).	Per response	\$400.00
Additional Time On Scene - Engine		Per hour	\$400.00
Additional Time On Scene - Miscellaneous Equipment		Per hour	\$300.00
Additional Time On Scene - Chief Officer		Per hour	\$250.00
Hazmat Incidents (LEVEL 1)	Claim will include engine response, first responder assignment, perimeter establishment, evacuations, set-up and command.	Per response	\$700.00
Hazmat Incidents (LEVEL 2)	Claim will include engine response, first responder assignment and equipment, perimeter establishment, evacuations, set-up and command, Level D suit donning, breathing air and detection equipment. Set-up and removal of DECON center.	Per response	\$250.00
Hazmat Incidents (LEVEL 3)	Claim will include engine response, first responder assignment and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command, Level C suit donning, breathing air and detection equipment and robot deployment. Set-up and removal of DECON center. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene. Includes 3 hours of on scene time.	Per response	\$5,900.00
Additional Time On Scene - Engine		Per hour	\$400.00

Additional Time On Scene - Miscellaneous Equipment		Per hour	\$300.00
Additional Time On Scene - Chief Officer		Per hour	\$250.00
Out of District Response - Engine	Any incident response out of the District to any property that is not covered by another recognized Fire District or Department. Billed per hour per response unit.	Per hour	\$400.00
Out of District Response - Miscellaneous Equipment		Per hour	\$300.00
Out of District Response - Chief Officer		Per hour	\$250.00
Illegal Fires	Any fire is started by any person(s) that requires a District response during a time/season when fires are regulated by local or state rules, provisions or ordinances because of pollution or fire danger concerns, such person or persons will be liable for the fire department response at a cost not to exceed the actual expenses incurred by the fire department to respond and contain the fire.	Per response	\$435.00
Additional Time On Scene - Engine		Per hour	\$400.00
Additional Time On Scene - Miscellaneous Equipment		Per hour	\$300.00
Additional Time On Scene - Chief Officer		Per hour	\$250.00
False Alarm Cost Recovery - 1st Response		Per response	\$100.00
False Alarm Cost Recovery - 2nd Response	The False Alarm cost recovery fee assesses individuals whose alarm systems generate an excessive number of False Alarms responded to by the District. There is a graduating scale for continued False Alarms. In determining the number of false alarms that have occurred, the District shall only consider False Alarms that have occurred within on an annual basis, in the previous twelve (12) calendar months.	Per response	\$200.00
False Alarm Cost Recovery - 3rd Response		Per response	\$300.00
False Alarm Cost Recovery - 4th Response		Per response	\$400.00
False Alarm Cost Recovery - 5th Response & Greater		Per response	\$500.00
<b>OTHER FEES AND CHARGES</b>			
<b>FEE TYPE</b>	<b>Description</b>	<b>Rate/Hours</b>	<b>AMOUNT</b>
Incident/Occupancy Report (Current Files)	Per report (up to 10 pages-additional copies at cost per page)	Flat Rate	\$10.00
Subpoenaed Reports	Per report (up to 10 pages-additional copies at cost per page)	Flat Rate	\$24.00
Archive Files Retrieval	Per report up to 10 pages-additional copies at cost per page)	Flat Rate	\$20.00
Additional Pages	Copies at cost	Per Page	\$0.10

Copies of Photos, CDs, or Electronic Data		Flat rate - <b>Plus materials cost</b>	\$20.00
Fit Testing		2 hr. minimum	\$58.84
Returned Check Fee	Bank Returned Check Fees	Bank Pass Through Cost- <b>Plus \$5.00 Admin Fee</b>	TBD
Postage	Documents, materials mailings	Actual Cost	TBD
<b>Late Fees</b>	<b>If an Invoice is not paid within 90 days, a late charge of 10% of the invoice, as well as 1.5% per month, as well as the actual cost of the collection, will be assessed to the responsible party.</b>		
<b>Authority</b> - Health & Safety Code: §§ 13114, 13131.5, 13143.2 (b,c,d,e), 13145, 13147, 13143.9, 13146(a)(1)(b), (d), (e), 13862, 138697.7, 13875,13916, 179921, 17951, 17962; Government Code: §§ 6103.7, 6253(b); California Fire Code: §§ 101.1, 101.2, 101.10, 103.3.3.2.3, 105.1, 105.4, 901.2.2; Title 19, California Code of Regulations: §§ 1.12, 3.28, 982, 1565.1, 1033, 1034, 1035; Arcata Fire District Ordinance No. 09-14			

DRAFT

**Date:** September 13, 2022  
**To:** Board of Directors, Arcata Fire District  
**From:** Justin McDonald, Fire Chief  
**Subject:** Consider Adoption of Resolution 22-272 Recommending Appointment by the Humboldt County Board of Supervisors

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**DISCUSSION:**

Staff recently learned that the deadline for filing election papers for the Division 2 & 3 expiring terms, had passed, with no persons filing with the Elections Office. Having missed the deadline, staff contacted the incumbent Directors, Johnson and Loudenslager, to determine if this had been an oversight. Both confirmed that they were still interested in serving another four year term and that the deadline had passed as a fluke.

After speaking with the Elections Office, the Clerk to the Board of Supervisors and District Counsel Ryan Plotz, the process for appointment was determined best handled as a Resolution recommendation by the Fire District Board to the Humboldt County Board of Supervisors.

Attached is the Resolution for consideration and review, If approved, it will be submitted to the Humboldt County Board of Supervisors for their consideration and approval for the appointments.

It is also recommended that Directors Johnson and Loudenslager consider abstaining from the vote.

**RECOMMENDATION:**

Staff recommends the Board consider the information provided, take public comment, discuss and adopt Resolution 22-272.

**FINANCIAL IMPACT:**

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

**ALTERNATIVES:**

1. Board discretion

**ATTACHMENTS:**

- Attachment 1- Resolution 22-272

**Resolution Number: 22-272**

**A RESOLUTION OF THE ARCATA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS TO RECOMMEND APPOINTMENT BY THE HUMBOLDT COUNTY BOARD OF SUPERVISORS**

**WHEREAS**, Nicole Johnson serves as an incumbent for Arcata Fire Protection District Division 2; and

**WHEREAS**, Eric Loudenslager serves as an incumbent for Arcata Fire Protection District Division 3; and

**WHEREAS**, both Director Loudenslager and Director Johnson desire to continue to serve in their current capacity for another four year term; and

**WHEREAS**, no person submitted candidacy papers to run for their seats; and

**WHEREAS**, the Arcata Fire Protection District Board of Directors desires to recommend that the Humboldt County Board of Supervisors appoint Eric Loudenslager and Nicole Johnson to their respective Divisions, pursuant to Elections Code 10515.

**NOW THEREFORE, BE IT RESOLVED THAT** by the Arcata Fire Protection District Board of Directors that the Fire Chief is hereby recommend the following appointments by the Humboldt County Board of Supervisors:

1. Nicole Johnson to Division 2 of the Arcata Fire Protection District
2. Eric Loudenslager to Division 3 of the Arcata Fire Protection 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:** September 13, 2022

Signed:

\_\_\_\_\_  
Randy Mendosa, President

Attest:

\_\_\_\_\_  
Becky Schuette, Board Clerk/Secretary

**Date:** September 13, 2022  
**To:** Board of Directors, Arcata Fire District  
**From:** Justin McDonald, Fire Chief  
**Subject:** Consider Disposal of the 2010 Chevy Impala and Authorize the Purchase of a Replacement Vehicle

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**DISCUSSION:**

Last month Utility 8208 (2010 Chevy Impala), the vehicle the Prevention Bureau shares, went out of service with mechanical issues. According to the mechanic, the vehicle's engine seized up. This vehicle was purchased in 2012 from a local used car dealer for \$9500. The estimate to repair is over \$7000. Staff is recommending this vehicle not be repaired.

Out of the fleet of staff/utility vehicles the District operates, two of the Chief Officer pickups have over 130,000 miles and the third is over 115,000. Staff is recommending that the vehicle that replaces U8208 be assigned as a Chief Officer vehicle and the Prevention Bureau will use the old officer vehicle, as the prevention staff do not put on as many annual miles as Chief Officers.

In the meantime, staff is looking for grant opportunities to augment the prevention staff vehicle with a hybrid or EV. This would allow time for the replacement of the older high mileage pickup with a grant funded vehicle.

**RECOMMENDATION:**

Staff recommends the Board consider the information provided, discuss, take public comment, and;

1. Authorize the disposal of 2010 Chevy Impala
2. Authorize staff to purchase a used vehicle and outfit it as a Chief Officer vehicle, with a not to exceed \$50,000.

**FINANCIAL IMPACT:**

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

**ALTERNATIVES:**

1. Board discretion

**ATTACHMENTS:**

N/A