

MINUTES

Regular Board Meeting

November 12, 2024

5:30 p.m.

Location: 631 9th Street, Arcata

Arcata Fire Station Classroom

Board of Directors

Eric Loudenslager (Division 4) - President, Jason Akana (Division 5) - Vice President, Nicole Johnson (Division 2) - Director, Blaine Maynor (Division 1) - Director, Randy Mendosa (Division 3) - Director

CALL TO ORDER

The regular session of the Board of Directors for the Arcata Fire District was called to order by President Eric Loudenslager at 5:30 pm.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Loudenslager.

ATTENDANCE AND DETERMINATION OF A QUORUM

The meeting continued with a quorum and the following were present: President Eric Loudenslager, Vice President Jason Akana, Director Blaine Maynor, and Director Randy Mendosa. Director Johnson was absent.

Additional District administrative staff included Chief Chris Emmons, Assistant Chief Ross McDonald, Assistant Chief Wayne Peabody, and Board Clerk Katie Hill.

APPROVAL OF AGENDA

It was moved to approve the agenda.

Motion: Mendosa; Second: Maynor

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager. **Absent:** Johnson
Motion carries

PUBLIC COMMENT

There were no public comments.

Local 4981 – Captain Marcus Lillard reviewed the Local 4981 monthly report and corrected the last item to the Duty Qualified Captains filling in for two days of the month, not the entire month. He announced that the Local has launched their Toys for Tots campaign. They were also able to donate \$500 from sales of the pink Arcata Fire Shirts to the Breast and GYN Health Project in Arcata.

AVFA President Roy Willis reviewed his staff note aloud.

CONSENT CALENDAR

1. Minutes from October 8, 2024 Regular Meeting
2. October 2024 Financial Report
3. Adopt Resolution 24-320, Authorizing the Update of Signers for the

Arcata Fire District's Accounts with Redwood Capital Bank, CalTRUST,
and the County of Humboldt Treasury Accounts

- a. Attachment 1 – Resolution 24-320
 - b. Attachment 2 – Authorized Signers for Auditor-Controller
4. Rescind Side Letter dated 03-14-23 between the Arcata Fire Protection District
and the SMG

It was moved to approve consent calendar items.

Motion: Mendosa; Second: Akana

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager. **Absent:** Johnson
Motion carries

DISTRICT BUSINESS

1. Adopt Resolution 24-321, Authorizing the Fire Chief to Exercise an Option to Purchase the Downtown Arcata Station; Further Authorize the Fire Chief to take Such Further Acts as May be Necessary to Close Escrow; and Determining the Action to be Exempt from CEQA

Chief Emmons read his staff note aloud.

President Loudenslager asked a question that District Council was able to answer.

There were no comments from the public.

It was moved to adopt Resolution 24-321, authorizing the Fire Chief to take all necessary actions to exercise the option to purchase the subject real property and such further acts as may be necessary to complete the purchase.

Motion: Akana; Second: Maynor

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager. **Absent:** Johnson
Motion carries

2. Consider Accepting the Fiscal Year 2023-24 Financial Audit Report

Chief Emmons summarized his staff note aloud.

Lead Auditor Joe Arch presented an overview of the Fiscal Year 2023-24 audit report to the Board. Directors asked questions.

Prior to the meeting, JJACPA provided updated information on pages 46-48 of the AFD Financial Statements. Copies of the updated pages were made available to the Board and public and will be reflected in these minutes.

There were no comments from the public.

It was moved to approve and accept the Fiscal Year 2023-24 financial Audit report w/addendum.

Motion: Maynor; Second: Mendosa

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager. **Absent:** Johnson
Motion carries

3. Approve the Purchase of the Removal of the Mad River Fire Station Fuel Tanks

Chief Emmons read his staff report aloud.

Directors asked questions that were answered by Chief Emmons. The Board requested that a future staff note for the removal of the diesel tank removal be presented for approval.

It was moved to approve the purchase of the Mad River Fire Station gas tank in the amount not to exceed \$20,000 to cover the cost for the emergency removal of the gas tank if the insurance does not cover the claim.

Motion: Akana; Second: Maynor

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager. **Absent:** Johnson

Motion carries

4. Consider the Schedule to Set the Dates and Time for the Regular Board Meetings for the 2025 Calendar Year

Chief Emmons read the staff note aloud.

Board members provided comments.

This item was for information only and there were no public comments. It will be returned to the agenda in December for adoption via Resolution.

CORRESPONDENCE & COMMUNICATIONS

1. Public Correspondence
 - a. Thank you card from local business – Chief Emmons
2. Committee Reports
 - a. Fire Station Ad-Hoc Committee (*Maynor, Akana*) – Director Maynor thanked all involved in the accusation of the station.
 - b. AVFA, L4981, AFD Relations Ad-Hoc Committee (*Maynor*) – nothing to report
 - c. FY 2024/25 Budget Committee (*Johnson, Loudenslager*) – nothing to report
 - d. Chief's Evaluation Committee (*Loudenslager, Mendosa*) – nothing to report
3. Fire Chief's Monthly Report – Chief Emmons reviewed his monthly report. Director Loudenslager asked questions about the Fire Marshal's Monthly Report. Director Mendosa asked questions. Successful with Measure M.
4. Director Matters – Director Akana summarized his recent training at the CSDA Leadership Academy. He also requested a sub-committee to review ALS services in the future. President Loudenslager will be giving a presentation to at OLLI regarding future District planning.

ADJOURNMENT

Following a motion by Director Mendosa, Maynor and a second by Director Akana, President Loudenslager adjourned the meeting at 6:47pm.

The next Regular Meeting is scheduled for December 10, 2024, at the Arcata Downtown Station Classroom, 631 9th Street in Arcata at 5:30 pm.

Respectfully submitted,



Katie Hill,
Clerk of the Board

Arcata Fire District

Required Supplementary Information - Schedule of Contributions

Miscellaneous Plan			
Last 10 Fiscal Years*	2023	2022	2021
Contractually required contribution (actuarially determined)	23,611	16,839	69,989
Contributions in relation to the actuarially determined contributions	<u>(23,611)</u>	<u>(16,839)</u>	<u>(69,989)</u>
Contribution deficiency (excess)	-	-	-
Covered-employee payroll	243,305	79,193	73,450
Contribution as a percentage of covered-employee payroll	9.70%	21.26%	95.29%
Safety Plan			
Last 10 Fiscal Years*	2023	2022	2021
Contractually required contribution (actuarially determined)	496,265	588,479	678,544
Contributions in relation to the actuarially determined contributions	<u>(496,265)</u>	<u>(588,479)</u>	<u>(678,544)</u>
Contribution deficiency (excess)	-	-	-
Covered-employee payroll	2,499,897	2,344,202	1,593,588
Contribution as a percentage of covered-employee payroll	19.85%	25.10%	42.58%

Notes to Schedule

1) Covered employee payroll represents compensation earnable and pensionable compensation. Only compensation and pensionable compensation that would possibly go into the determination of retirement benefits are included.

*Additional years will be presented as they become available.

2020	2019	2018	2017	2016
13,129	11,378	11,921	9,108	9,094
(13,129)	(11,378)	(11,921)	(9,108)	(9,094)
-	-	-	-	-
51,791	49,672	47,265	44,695	59,882
25.35%	22.91%	25.22%	20.38%	15.19%
2020	2019	2018	2017	2016
594,885	775,734	725,811	658,858	607,694
(594,885)	(775,734)	(725,811)	(658,858)	(597,511)
-	-	-	-	10,183.00
1,325,047	1,654,285	2,052,968	1,852,085	1,902,694
44.90%	46.89%	35.35%	35.57%	31.94%

Arcata Fire District

Required Supplementary Information - Schedule of the District's Proportionate Share of the Net Pension Liability

Miscellaneous Plan		
Last 10 Fiscal Years*	2023	2022
Plan's Proportion of the Net Pension Liability/(Asset)	0.00124%	0.00111%
Plan's Proportionate Share of the Net Pension Liability/(Asset)	<u>\$ 61,778</u>	<u>\$ 52,122</u>
Plan's Covered-Employee Payroll	<u>\$ 243,305</u>	<u>\$ 79,193</u>
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered-Employee Payroll	25.39%	65.82%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	89.45%	111.06%
Plan's Proportionate Share of Aggregate Employer Contribution	\$ 23,611	\$ 16,839
Safety Plan		
Last 10 Fiscal Years*	2023	2022
Plan's Proportion of the Net Pension Liability/(Asset)	0.03920%	0.03859%
Plan's Proportionate Share of the Net Pension Liability/(Asset)	<u>\$ 2,930,544</u>	<u>\$ 2,651,946</u>
Plan's Covered-Employee Payroll	<u>\$ 2,499,897</u>	<u>\$ 2,344,202</u>
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered-Employee Payroll	117.23%	113.13%
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	88.30%	71.15%
Plan's Proportionate Share of Aggregate Employer Contribution	\$ 496,265	\$ 588,479

Notes to Schedule

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