

### District Board Members

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



### District Staff

Justin McDonald  
Fire Chief  
Katie Hill  
Clerk of the Board

# Special Board Meeting

## June 11, 2024

### 4:30 PM

Location: 631 9<sup>th</sup> Street, Arcata  
Arcata Station Classroom

---

## AGENDA

---

### CALL TO ORDER

### ATTENDANCE & DETERMINATION OF QUORUM

### PUBLIC COMMENT/ASSOCIATION REPORTS

*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.*

### CLOSED SESSION

1. Conference with Real Property Negotiators (Gov. Code section 54956.8.)  
Property: 631 9<sup>th</sup> Street, Arcata CA 95521  
Agency negotiator: District Counsel, Ryan Plotz  
Negotiating parties: Arcata Volunteer Firefighters Association  
Under negotiation: Lease agreement for 631 9<sup>th</sup> Street, Arcata Station

### ADJOURNMENT

# Regular Board Meeting

June 11, 2024

5:30 PM

Location: 631 9<sup>th</sup> Street, Arcata  
Arcata Station Classroom

---

## AGENDA

---

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ATTENDANCE & DETERMINATION OF QUORUM

### APPROVAL OF AGENDA

### PUBLIC COMMENT/ASSOCIATION REPORTS

*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.*

### CONSENT CALENDAR

Pg. 5

*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 May 14, 2024, Regular Meeting Pg. 6
2. Minutes from June 4, 2024, Special Meeting Pg. 11
3. May 2024 Financial Report Pg. 18
4. Adopt Resolution 24-308 and Exhibit A, Accepting the Fiscal Year 2024-25 Appropriations Limit for the Arcata Fire District Pg. 35
  - a. Attachment 1 - Appropriations Limit Calculations FY 2024-25 Pg. 36
  - b. Attachment 2 - Resolution 24-308 and Exhibit A Pg. 37
5. Adoption of Resolution 24-309 Setting the Rate Per Unit At \$22.00 for the 2006 Benefit Assessment for Fiscal Year 2024-25 Pg. 40
  - a. Attachment 1 - Resolution 24-309 Pg. 41

- 6. Accept the Actuarial Valuation and GASB 75 Report for Fiscal Year End June 30, 2024 Pg. 43
  - a. Attachment 1 - Actuarial Valuation and GASB 75 Report FYE June 30, 2024 Pg. 44
- 7. Biennial Notice for Conflict of Interest Code Pg. 89
  - a. Attachment 1 - Draft Updated Conflict of Interest Code with "Track Changes) Pg. 90
  - b. Attachment 2 - Resolution 24-310 with Exhibit A Pg. 91

**DISTRICT BUSINESS** Pg. 93

- 1. Consider Adoption of the Preliminary Budget for Fiscal Year 2024-25 Pg. 94
  - a. Attachment 1 - Draft Preliminary Budget Summary for FY 2024-25 Pg. 96
- 2. Consider Approval of Resolution 24-311 Calling for an Election to Increase the District's Appropriations (Gann) Limit for the Next Four Fiscal Years Pg. 98
  - a. Attachment 1 - Resolution 24-311 Pg. 100
- 3. Establish a Process for Evaluation and Set Goals for the Fire Chief for Fiscal Year 2024/25 Pg. 103
  - a. Attachment 1 - Sample (General Manager) Annual Performance Evaluation Pg. 104
  - b. Attachment 2 - Fire Chief Goals for Fiscal Year 2024/25 Pg. 107
- 4. Adopt Resolutions 24-312 and 24-313 Approving the 180-day Waiting Period Exception for Rebecca Schuette and Justin McDonald Pg. 108
  - a. Attachment 1 - Resolution 24-312 Schuette with Exhibit A Pg. 109
  - b. Attachment 2 - Resolution 24-313 McDonald with Exhibit A Pg. 113
- 5. Consider Approval of a One Time Pass-Through Payment to Chief McDonald for the Cal Poly Protest Incident Pg. 117
  - a. Attachment 1 - Employee Report Pg. 118

**CORRESPONDENCE & COMMUNICATIONS** Pg. 119

- 1. Public Correspondence
  - a. Packet of thank you notes from Dow's Prairie School - Captain Brandon Johnson and Engineer Dustin Darnell Pg. 120
  - b. Thank you card from a citizen - Engineer Wes Rowe and Engineer Russell Kadle Pg. 123
  - c. Thank you card from a citizen for all district employees Pg. 124
- 2. Committee Reports
  - a. Fire Station Ad-Hoc Committee (*Maynor, Akana*)
  - b. AVFA, L4981, AFD Relations Ad-Hoc Committee (*Maynor*)
  - c. FY 2024/25 Budget Committee (*Johnson/Loudenslager*)
  - d. Chief's Evaluation Committee (*Loudenslager/Mendoza*)
- 3. Fire Chief's Monthly Report Pg. 125
- 4. Director Matters

**ADJOURNMENT**

Next Regular Board Meeting is scheduled for July 9, 2024, Arcata Downtown Station Classroom, 631 9<sup>th</sup> Street in Arcata at 5:30 pm.

The Arcata Fire Protection District ("District"), in compliance with the Americans with Disabilities Act ("ADA"), individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, shall make their request by calling (707)825-2000, no later than 48 hours in advance of the scheduled meeting time. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority of, or all, the Board in advance of a meeting may be viewed at 2149 Central Avenue, McKinleyville, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Board Secretary, at (707) 825-2000. The meeting agenda is posted at least 72 hours in advance of regular scheduled meetings, at the following locations:

- District's Headquarters' Building, 2149 Central Avenue, McKinleyville, CA 95519
- Arcata Downtown Station, 631 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)