

### District Board Members

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



### District Staff

Justin McDonald  
Fire Chief  
Becky Schuette  
Clerk of the Board

# Regular Board Meeting

## June 13, 2023

### 5:30 PM

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

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## AGENDA

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ATTENDANCE & DETERMINATION OF QUORUM

### APPROVAL OF AGENDA

### PUBLIC COMMENT/ASSOCIATION REPORTS

Pg. 4

*Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 et seq.) and may be limited to three (3) minutes for any person addressing the Board. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.*

- Senior Management Group
- Local 4981
- Arcata Volunteer Firefighters Association

Pg. 5

### CONSENT CALENDAR

Pg. 6

*Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.*

1. Corrected Minutes from April 11, 2023, Regular Meeting Pg. 7
2. Minutes from May 9, 2023, Regular Meeting Pg. 11
3. May 2023 Financial Report Pg. 15
4. Adopt Resolution 23-287 and Exhibit A, Accepting the Fiscal Year 2023-24 Appropriations Limit for the Arcata Fire District Pg. 28
  - a. Attachment 1 - Appropriations Limit Calculations FY 2023-24 Pg. 29
  - b. Attachment 2 - Resolution 23-287 and Exhibit Pg. 30
5. Adopt Resolution 23-288 Setting the Per Unit at \$22 for the 2006 Benefit Assessment for Fiscal Year 2023-24 Pg. 33
  - a. Attachment 1 - Resolution 23-288 Pg. 34

## **DISTRICT BUSINESS** Pg. 36

1. Consider Adoption of the Preliminary Budget for Fiscal Year 2023-24 Pg. 37
  - a. Attachment 1 - Draft Preliminary Budget Summary for FY 2023-24 Pg. 39
2. Consider Reactivation of the Fire Prevention Specialist Position and Adopt Resolution 23-289 with Exhibit A, Approving the Required New Master Salary Schedule Pg. 43
  - a. Attachment 1 - Fire Prevention Position Job Description Pg. 45
  - b. Attachment 2 - Resolution 23-289 with Exhibit A Pg. 50
3. Consider Adoption of Resolution 23-290 Recognizing the Fire Prevention Specialist Position as Part of the Senior Management Group and Approve the Side Letter Pg. 52
  - a. Attachment 1 - Resolution 23-290 Pg. 53
  - b. Attachment 2 - Senior Management Group Side Letter Pg. 54
4. Consider Adoption of Resolution 23-291 with Exhibit A Approving Disposal of Surplus Equipment and Supplies and Authorize the Purchase of a Replacement Vehicle Pg. 57
  - a. Attachment 1 - Resolution 23-291 with Exhibit A Pg. 58

## **CORRESPONDENCE & COMMUNICATIONS** Pg. 60

1. Public Correspondence
  - a. Packet of thank you notes from the Kindergarten class at Coastal Grove Charter School - Captain John Evenson and Engineer Ja'Shawn Fields Pg. 61
2. Committee Reports
  - a. Arcata Station Committee (*Mendoza, Maynor*)
  - b. Live Video Broadcast (*Mendoza*)
  - c. Budget Development Ad-hoc Committee (*Johnson, Loudenslager*)
3. Fire Chief's Monthly Report Pg. 62
4. Director Matters

## **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.*

1. Conference with Labor Negotiators (Gov. Code Section 54957.6)

Agency designated representatives: *Board President Blaine Maynor and Director Eric Loudenslager*

Unrepresented Employee: *Fire Chief*

## **ADJOURNMENT**

Next Regular Board Meeting is scheduled for July 11, 2023, Arcata Downtown Station Classroom, 631 9<sup>th</sup> Street in Arcata 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)*