

### District Board Members

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



### District Staff

Chris Emmons  
Fire Chief  
Anali Gonzalez  
Clerk of the Board

# Regular Board Meeting

## June 11, 2026

### 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

### CEREMONIAL MATTERS

- Figas Construction
- GR Sunberg Inc.

### PUBLIC COMMENT/ASSOCIATION REPORTS

*Any person may address the District Board on any subject pertaining to District business that 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.*

1. Local 4981 Monthly Report
2. Arcata Volunteer Fire Association Report

### CLOSED SESSION

*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. CLOSED SESSION:**

*Discuss resolution of personnel matter*

**CONSENT CALENDAR**

**Pg. 3**

*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, 2026, Regular Meeting Pg. 4
2. May 2026 Financial Report Pg. 9
3. Adoption of Resolution 26-347 Setting the Rate Per Unit At \$22.00 for the 2006 Benefit Assessment for Fiscal Year 2025-26
  - a. Attachment 1 - Resolution 26-347
4. Resolution 26-348 A Resolution of the Arcata Fire Protection District Board of Directors adopting the appropriations limit for the fiscal year 2026-27

**DISTRICT BUSINESS**

**Pg. 36**

1. Consider Adoption of Preliminary Budget for Fiscal Year 2026-27
  - a. Attachment 1 - Draft Preliminary Budget for Fiscal Year 2026-27
2. Authorization to Purchase Replacement 1¾-Inch Fire Hose Pg. 42
  - a. Attachment Purchasing Policy
  - b. Sales Quote
3. Award of Contract - Arcata Station Exterior Painting Project Pg. 50
  - a. Copy of the Bid Solicitation
  - b. Bid Tabulation Sheet
  - c. All Bids received
4. 2026 Biennial Review of Conflict of Interest Code Pg. 84
  - a. Attachment Arcata Fire District Biennial Notice for Conflict of Interest Code
  - b. Attachment 1: Should You Amend Your Agency's Conflict of Interest Code?
  - c. Attachment 2: Conflict of Interest Code Changes
  - d. 2026 Local Agency Biennial Notice Form
5. Consideration of Vote for Humboldt LAFCo Independent Special District Election
  - a. Attachment Humboldt LAFCo Official Ballot- Independent Special District Election
  - b. Attachment Humboldt LAFCo Election Information Memorandum dated May 8, 2026
6. Government Relations Discussion/Action

**CORRESPONDENCE & COMMUNICATIONS**

1. Public Correspondence
2. Committee Reports

- a. FY 2026/27 Budget Committee (*Johnson, Loudenslager*)
  - b. Government Relations Ad-Hoc Committee (*Akana, Loudenslager*)
3. Fire Chief's Monthly Report Pg.110
4. Director Matters

**ADJOURNMENT**

Next Regular Board Meeting is scheduled for July 9, 2026, Arcata Downtown Station Classroom, 631 9<sup>th</sup> Street in Arcata at 5:30 pm.

Prepared by: *Anali Gonzalez, 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: 6/11/2026 MONTHLY ACTIVITY REPORT**  
**To: Board of Directors, Arcata Fire District**  
**From: Arcata Volunteer Firefighters' Association**

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

### **Volunteering**

- Volunteer hours of support for June was 60 hours.
  - VLU Training was operating the new breathable Air compressor
  - Teaching CPR and First Aid

### **Community Outreach and Support**

- **CPR and First Aid Training**
  - CPR/1st Aid classes this month, 1 at Mad River High School, 1 at Cummins West, and 1 public, 19 students.
  - CPR/1st Aid class for Green Diamond this month too, 13 students
- **Grant Activity**
  - Slip in Pump involves exceeded the grants by \$528, Covered by AVFA.
  - PG&E and Central Coast \$7500 grant will be used for address placards.
  - Berg Foundation asked for additional information regarding hose & nozzles.
- **Other AVFA Activities**
  - Firewise Community Meetings.

# Consent Calendar



**MINUTES**

***Regular Board Meeting***

***May 14, 2026***

***5:30 p.m.***

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

*Arcata Fire Station Classroom*

**Board of Directors**

***Nicole Johnson (Division 2) - President, Randy Mendosa (Division 3) - Vice President,  
Blaine Maynor (Division 1) - Director, Eric Loudenslager (Division 4) - Director,  
Jason Akana (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 Nicole Johnson at 5:30 pm.

**PLEDGE OF ALLEGIANCE**

President Johnson led the Pledge of Allegiance.

**ATTENDANCE AND DETERMINATION OF A QUORUM**

The meeting continued with a quorum, and the following were present: President Nicole Johnson, Director Akana, Director Mendosa, Director Maynor and Director Loudenslager

Additional District administrative staff included Fire Chief Chris Emmons, Assistant Chief Ross McDonald, and Board Secretary Anali Gonzalez

**APPROVAL OF AGENDA**

A motion was made and seconded to move closed session to the first order of business due to scheduling constraints with legal counsel. No public comment was received. The motion passed.

**Motion:** A motion was made to approve the agenda by Director Loudenslager

**Second:** A second was made by Director Maynor

**Roll Call:**

**Ayes:** Johnson, Mendosa, Akana, Mendosa, Maynor

**Nays:**

**Absent:**

**Result:** Motion passed

**Closed Session:**

The Board adjourned to Closed Session for a conference with legal counsel at 5:36 pm. No public comment was received regarding Closed Session. The Board returned to open session 6:36 pm.

## **PUBLIC COMMENT/ ASSOCIATION REPORTS**

No public comments were received.

### **Local 4981 Monthly Report**

A representative of Local 4989 reported that district firefighters are doing well and announced the upcoming Chili Cook-Off Championship event scheduled for June 4, 2026.

### **Arcata Volunteer Fire Association Report**

Roy Willis provided the Volunteer Fire Association report, including:

- 26 hours of volunteer service completed.
- Driver training conducted on the flatbed utility vehicle and trailer.
- CPR instruction provided to approximately 20 students.
- Progress on grant funding for the rural address placard program.
- Continued pursuit of grant funding for hose and nozzle purchases.
- Participation in Firewise community outreach efforts.
- Development of a fire hydrant maintenance project in coordination with local water agencies.

## **CONSENT CALENDAR**

Director Mendosa abstained from voting, stating he had been unable to review the agenda attachments.

Motion: Approve the Consent Calendar.

Motion by: Director Akana

Second by: Director Maynor

### **Roll Call:**

**Ayes:** Johnson, Akana, Loudenslager, Maynor, and Mendosa

**Nays:** N/A

**Absent:**

**Abstain:** Director Mendosa

**Result:** Motion passed

## **DISTRICT BUSINESS**

### **1. Memorandum of Understanding with Humboldt County Department of Health and Human Services – Child Passenger Safety Program**

Business Manager Gonzalez presented a proposed Memorandum of Understanding between Arcata Fire District and Humboldt County Department of Health and Human Services regarding participation in the Child Passenger Safety Program.

The agreement formalizes the District's participation in child passenger safety training and community car seat inspection events.

**Motion:** Approve the Memorandum of Understanding and authorize execution of related documents.

Motion by: Director Akana

Second by: Director Maynor

Vote:

Maynor – Yes

Johnson – Yes

Mendoza – Yes

Loudenslager– Yes

Akana – Yes

Motion carried unanimously.

## **2. Government Relations Discussion**

The Board discussed ongoing governmental relations matters, including:

- Coordination among local agencies.
- Cal Poly Humboldt graduation event support.
- Participation in Coffee with a Cop.
- Trinidad Hotel project review activities.
- Coastal Commission conditions related to emergency response and fire protection considerations.

No action was taken.

## **CORRESPONDENCE & COMMUNICATIONS**

The Board acknowledged receipt of:

- Proposed LAFCo budget for Fiscal Year 2026–2027.
- Humboldt County Sheriff's Office appreciation letter.

## **COMMITTEE REPORTS**

### **Budget Committee**

Staff reported that budget review activities are ongoing and a committee meeting will be scheduled in the near future.

### **Government Relations Ad Hoc Committee**

The committee reported ongoing review and monitoring of the Trinidad Hotel project and associated Coastal Commission requirements.

### **Fire Chief's Report**

Chief Emmons reported on the following:  
Administration and Intergovernmental Activities

- Continued work with Bartle Wells Associates on the District engineering study.
- Attendance at Arcata City Council meetings.
- Participation in Humboldt County Fire Chiefs Association meetings.
- Participation in Northern Humboldt regional planning meetings.
- Coordination with Cal Fire leadership.
- Participation in PG&E, Cal Poly Humboldt, and disaster preparedness planning activities.

#### Training and Operations

- Personnel attended company officer, instructor, drone, and Fire Districts Association training.
- Promotional testing for captain candidates was completed.
- Development of the District Unmanned Aerial Systems (Drone) Program continues.

#### Capital Projects and Grants

- Battery energy storage projects continue at District stations through grant funding.
- Multiple grant applications remain pending.
- Additional grant funding secured for rural address placard projects.

#### Notable Incidents

- Rescue of a dog stranded on a residential roof.
- Barn fire response on St. Louis Road.
- Vehicle fire threatening a commercial occupancy.
- Vehicle accident near Baywood Golf Course.

#### April 2026 Statistics

- Total incidents: 320
- Fire incidents: 15
- Medical incidents: 180
- Mutual aid received: 5
- Mutual aid provided: 1
- Approximately 60% of incidents were reached within five minutes.

#### Public Education

District personnel conducted public education presentations at:

- Arcata Elementary School
- Cal Poly Children's Center
- Preschool and church group station tours

#### **Social Media**

Staff reported reduced social media activity due to operational demands, with the dog rescue incident generating the highest engagement.

#### **Director Matters**

Directors discussed community events, including the upcoming Chili Cook-Off and local graduation activities.

#### **ADJOURNMENT**

A motion by Director Mendosa and seconded by Director Loudenslager for adjournment. The next regularly scheduled board meeting was scheduled for June 11, 2026, at 5:30 p.m. at the Arcata Downtown Station. The adjournment time is 7:14 pm.

Respectfully submitted,

Business Manager / Board Secretary  
Arcata Fire District

DRAFT

Arcata Fire Protection District  
**Balance Sheet**  
As of May 31, 2026

	<u>May 31, 26</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
AFPD Building Fund	101,860.43
RCB - Business Savings	121,796.13
RCB - Business Checking	160,837.84
CalTRUST	4,722,381.84
CCCU Checking	102,495.19
CCCU Liquid Assets	153.10
CCCU Savings	25.76
Contingency Fund	410,266.08
County Treasury	7,044,163.19
PERS Contingency Fund	1,327,905.40
Vehicle Replacement Fund	1,481,211.75
<b>Total Checking/Savings</b>	<u>15,473,096.71</u>
<b>Accounts Receivable</b>	
1200 · ACCOUNTS RECEIVABLE	13,351.71
<b>Total Accounts Receivable</b>	<u>13,351.71</u>
<b>Other Current Assets</b>	
Acct. Recv. - County Treasury	3,244,500.00
Interest Receivable	15,000.00
Prepaid Expense	29,482.19
1499 · UNDEPOSITED FUNDS	202.18
<b>Total Other Current Assets</b>	<u>3,289,184.37</u>
<b>Total Current Assets</b>	<u>18,775,632.79</u>
<b>Fixed Assets</b>	
Accumulated Depreciation	-2,918,418.00
Buildings & Improvements	3,958,272.62
Equipment	4,246,425.45
Land	224,630.00
<b>Total Fixed Assets</b>	<u>5,510,910.07</u>
<b>Other Assets</b>	
HAF WRCF Grant Receivable	780,000.00
Deferred Outflows - OPEB	3,228,094.00
Deferred Outflows - PENSION	1,992,283.00
<b>Total Other Assets</b>	<u>6,000,377.00</u>
<b>TOTAL ASSETS</b>	<u><u><b>30,286,919.86</b></u></u>

Arcata Fire Protection District  
**Balance Sheet**  
As of May 31, 2026

	<u>May 31, 26</u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · ACCOUNTS PAYABLE	123,345.81
<b>Total Accounts Payable</b>	123,345.81
<b>Credit Cards</b>	
<b>US BANK</b>	
Gonzalez	7,870.86
Peabody	16,392.02
Allen	7,421.85
Emmons	10,757.67
Evenson	1,991.29
Freeman	799.46
Johnson	7,434.38
Lillard	3,031.73
Manousos	2,403.52
Padula	134.64
R. McDonald	11,475.56
Rheinschmidt	3,362.33
US BANK - Other	-66,110.98
<b>Total US BANK</b>	6,964.33
<b>Total Credit Cards</b>	6,964.33
<b>Other Current Liabilities</b>	
Accounts Payable 2	29,482.19
Accrued Expenses - OTHER	16,657.14
Accrued Interest Expense	140,837.92
Compensation Time Off (CTO)	48,372.64
<b>WAGES PAYABLE</b>	103,315.35
2100 · Payroll Liabilities	
457 Deduction	7,017.31
CA Withholding	5,175.38
Federal Withholding	20,073.00
Medicare - Both	4,358.00
Social Security - Both	2,365.79
Survivor Benefit	62.31
2100 · Payroll Liabilities - Other	13,483.02
<b>Total 2100 · Payroll Liabilities</b>	52,534.81
<b>Total Other Current Liabilities</b>	391,200.05
<b>Total Current Liabilities</b>	521,510.19

Arcata Fire Protection District  
**Balance Sheet**  
As of May 31, 2026

	<u>May 31, 26</u>
<b>Long Term Liabilities</b>	
Webster Bank-Station Loan	1,700,000.00
Webster Bank-Fire Engine Loan	1,018,000.00
West America Bank - Engine loan	434,346.56
Accrued Employee Benefits	142,196.80
Deferred Inflows - OPEB	2,475,578.00
Deferred Inflows - PENSION	1,461,492.00
Net Pension Liability	2,772,072.00
OPEB Liability	11,664,981.00
Webster Bank	3,949,000.00
	<hr/>
<b>Total Long Term Liabilities</b>	25,617,666.36
	<hr/>
<b>Total Liabilities</b>	26,139,176.55
	<hr/>
<b>Equity</b>	
32000 · *Retained Earnings	8,131,718.83
30000 · Opening Balance Equity	50,173.53
Investment in Fixed Assets	2,515,298.51
3900 · RETAINED EARNINGS	-7,322,614.20
Net Income	773,166.64
	<hr/>
<b>Total Equity</b>	4,147,743.31
	<hr/>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>30,286,919.86</b>
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**Arcata Fire Protection District**  
**Expenses by Vendor Detail**  
May 2026

Type	Date	Memo	Account	Amount	Balance
<b>AED.US</b>					
Credit Card Charge	05/04/2026	2 AED Batteries	5140.2 · AED & Lucas	992.46	992.46
Total AED.US				992.46	992.46
<b>AIRGAS</b>					
Bill	05/18/2026	Invoice 91721...	5140.1 · EMS	102.62	102.62
Total AIRGAS				102.62	102.62
<b>ALBER'S TRACTOR &amp; AG WORK</b>					
Bill	05/22/2026	Invoice 2631 ...	Bayside Property	300.00	300.00
Total ALBER'S TRACTOR & AG WORK				300.00	300.00
<b>AMAZON</b>					
Credit Card Charge	05/04/2026	Kitchen towels...	5090 · Household Ex...	24.99	24.99
Credit Card Charge	05/12/2026	Medical Suppl...	5140 · Medical Supp...	258.36	283.35
Total AMAZON				283.35	283.35
<b>ANCHORTEX CORPORATION</b>					
Credit Card Charge	05/11/2026	Class A pants ...	5050.1 · Uniforms	109.62	109.62
Total ANCHORTEX CORPORATION				109.62	109.62
<b>AT&amp;T- CAL NET 3</b>					
Bill	05/21/2026	Invoice 0000...	5060.1 · Phones - La...	236.06	236.06
Bill	05/22/2026	Invoice 00002...	5060.1 · Phones - La...	236.06	472.12
Total AT&T- CAL NET 3				472.12	472.12
<b>AT&amp;T MOBILITY (FIRSTNET)</b>					
Bill	05/02/2026	Account Acco...	5060.1 · Phones - La...	531.73	531.73
Total AT&T MOBILITY (FIRSTNET)				531.73	531.73
<b>CAL MUNI PUBLIC FINANCING AUTHORITY</b>					
Bill	05/05/2026	2023 Authority...	Debt Issue Costs	750.00	750.00
Bill	05/05/2026	2024 Authority...	Debt Issue Costs	750.00	1,500.00
Bill	05/05/2026	2025 Authority...	Debt Issue Costs	750.00	2,250.00
Bill	05/05/2026	2026 Authority...	Debt Issue Costs	750.00	3,000.00
Bill	05/05/2026	Authority Ann...	Debt Issue Costs	850.00	3,850.00
Bill	05/05/2026	Authority Ann...	Debt Issue Costs	826.50	4,676.50
Bill	05/05/2026	Authority Ann...	Debt Issue Costs	750.00	5,426.50
Bill	05/05/2026	Authority Ann...	Debt Issue Costs	750.00	6,176.50
Total CAL MUNI PUBLIC FINANCING AUTHORITY				6,176.50	6,176.50
<b>CAL PERS</b>					
Liability Check	05/12/2026	Employer Pai...	5020.1 · CalPERS R...	25,440.64	25,440.64
Total CAL PERS				25,440.64	25,440.64
<b>CalPERS 457 PLAN</b>					
Liability Check	05/05/2026	Employer Pai...	5010.5 · Deferred C...	2,300.00	2,300.00
Liability Check	05/15/2026	Employee Co...	5010.5 · Deferred C...	2,300.00	4,600.00
Total CalPERS 457 PLAN				4,600.00	4,600.00
<b>CASCADE FIRE EQUIP.</b>					
Bill	05/05/2026	INV 24790 Ga...	5120.10 · Small Instr...	326.25	326.25
Total CASCADE FIRE EQUIP.				326.25	326.25

**Arcata Fire Protection District**  
**Expenses by Vendor Detail**  
 May 2026

Type	Date	Memo	Account	Amount	Balance
<b>CHRIS EMMONS</b>					
Bill	05/18/2026	Per Diem Jun...	5250.4 · Per Diem R...	170.00	170.00
Total CHRIS EMMONS				170.00	170.00
<b>CITY OF ARCATA</b>					
Bill	05/07/2026	Service Perio...	Mad River Station	154.47	154.47
Total CITY OF ARCATA				154.47	154.47
<b>COAST COUNTIES PETERBILT</b>					
Bill	05/22/2026	Invoice 00789...	113 · 2011 Ferrara (1)	1,741.19	1,741.19
Total COAST COUNTIES PETERBILT				1,741.19	1,741.19
<b>COASTAL BUSINESS SYSTEMS, INC</b>					
Bill	05/16/2026	Invoice 42017...	5200.1 · Copier	799.92	799.92
Total COASTAL BUSINESS SYSTEMS, INC				799.92	799.92
<b>COURSERA PLUS</b>					
Credit Card Charge	05/06/2026	Monthly subsc...	5230.14 · Staff Traini...	49.00	49.00
Credit Card Charge	05/07/2026	Monthly subsc...	5230.14 · Staff Traini...	49.00	98.00
Total COURSERA PLUS				98.00	98.00
<b>DAVID WHITE</b>					
Bill	05/21/2026	Reimburseme...	5230.30 · 2026 Dron...	5.00	5.00
Total DAVID WHITE				5.00	5.00
<b>DIXIE EMS</b>					
Credit Card Charge	05/18/2026	5 Traction Spli...	5140 · Medical Supp...	3,474.72	3,474.72
Total DIXIE EMS				3,474.72	3,474.72
<b>DJI USA</b>					
Credit Card Charge	05/12/2026	Training drone...	5230.30 · 2026 Dron...	1,048.83	1,048.83
Total DJI USA				1,048.83	1,048.83
<b>EL CHIPOTLE RESTAURANT</b>					
Credit Card Charge	05/19/2026	Lunch meetin...	5080.1 · Food & Reh...	115.88	115.88
Total EL CHIPOTLE RESTAURANT				115.88	115.88
<b>ENGLUND MARINE</b>					
Credit Card Charge	05/19/2026	PFD's and flo...	5120.11 · Specialty ...	193.72	193.72
Total ENGLUND MARINE				193.72	193.72
<b>ENTERPRISE</b>					
Bill	05/01/2026	Bill Ref# 5004...	5050.1 · Uniforms	234.84	234.84
Total ENTERPRISE				234.84	234.84

**Arcata Fire Protection District**  
**Expenses by Vendor Detail**  
May 2026

Type	Date	Memo	Account	Amount	Balance
<b>EUREKA BROADCASTING CO., INC.</b>					
Bill	05/18/2026	Statement Dat...	5230.11 · Public Out...	4,900.00	4,900.00
Bill	05/31/2026	Invoice 2605...	5230.11 · Public Out...	0.00	4,900.00
Bill	05/31/2026	Invoice 26050...	5230.11 · Public Out...	0.00	4,900.00
Bill	05/31/2026	Invoice 26050...	5230.11 · Public Out...	0.00	4,900.00
Bill	05/31/2026	Invoice 26050...	5230.11 · Public Out...	0.00	4,900.00
Bill	05/31/2026	Invoice 26050...	5230.11 · Public Out...	175.00	5,075.00
Bill	05/31/2026	Invoice 26050...	5230.11 · Public Out...	150.00	5,225.00
Bill	05/31/2026	Invoice 26050...	5230.11 · Public Out...	175.00	5,400.00
Total EUREKA BROADCASTING CO., INC.				5,400.00	5,400.00
<b>FASTRACK INVOICE PROCESSING</b>					
Bill	05/06/2026	Invoice l6926...	5250.5 · Travel Costs	10.75	10.75
Total FASTRACK INVOICE PROCESSING				10.75	10.75
<b>FURNITURE DESIGN CENTER</b>					
Credit Card Charge	05/12/2026	Recliners for ...	Arcata Station	1,000.00	1,000.00
Credit Card Charge	05/19/2026	Box spring rep...	McKinleyville Station	200.00	1,200.00
Total FURNITURE DESIGN CENTER				1,200.00	1,200.00
<b>GAYNOR TELEPHONE SYSTEMS</b>					
Bill	05/08/2026	Invoice 47723...	5060.1 · Phones - La...	115.00	115.00
Total GAYNOR TELEPHONE SYSTEMS				115.00	115.00
<b>HENSELS</b>					
Bill	05/05/2026	Invoice 32955...	Mad River Station	7.27	7.27
Total HENSELS				7.27	7.27
<b>HOOKFAST INC</b>					
Credit Card Charge	05/11/2026	3- Class Assis...	5050.1 · Uniforms	41.97	41.97
Total HOOKFAST INC				41.97	41.97
<b>INFINITE CONSULTING SERVICES</b>					
Bill	05/01/2026	Invoice 13915...	5180.8 · IT	4,095.00	4,095.00
Total INFINITE CONSULTING SERVICES				4,095.00	4,095.00
<b>JESUS BARRON</b>					
Bill	05/15/2026	Per Diem Rei...	5250.4 · Per Diem R...	257.00	257.00
Total JESUS BARRON				257.00	257.00
<b>JJACPA, INC.</b>					
Bill	05/01/2026	Invoice 1073 ...	5180.5 · Audit (Finan...	6,000.00	6,000.00
Total JJACPA, INC.				6,000.00	6,000.00
<b>L.N. CURTIS AND SONS</b>					
Bill	05/11/2026	Axe hanger p...	Vehicle Replacemen...	310.19	310.19
Bill	05/29/2026	Invoice INV10...	Reserve Fund Transf...	273.83	584.02
Total L.N. CURTIS AND SONS				584.02	584.02
<b>MALLORY SAFETY AND SUPPLY LLC</b>					
Bill	05/13/2026	Invoice 63989...	5050.4 · PPE - Wildl...	297.36	297.36
Total MALLORY SAFETY AND SUPPLY LLC				297.36	297.36

**Arcata Fire Protection District**  
**Expenses by Vendor Detail**  
May 2026

Type	Date	Memo	Account	Amount	Balance
<b>MCK. COMM. SERVICES DISTRICT</b>					
Bill	05/13/2026	ARC0002 Ser...	McKinleyville Station	195.71	195.71
Bill	05/13/2026	ARC0013 Ser...	McKinleyville Station	25.76	221.47
Total MCK. COMM. SERVICES DISTRICT				221.47	221.47
<b>MCKINLEYVILLE ACE HARDWARE</b>					
Bill	05/19/2026	Invoice 51829...	McKinleyville Station	40.23	40.23
Bill	05/20/2026	Invoice 51835...	5160 · Miscellaneou...	29.35	69.58
Total MCKINLEYVILLE ACE HARDWARE				69.58	69.58
<b>MIDAMERICA HRA</b>					
Bill	05/15/2026	May to June 2...	5030.2 · Health (Reti...	32,548.34	32,548.34
Total MIDAMERICA HRA				32,548.34	32,548.34
<b>NEIL BUTLER</b>					
Bill	05/18/2026	Per Diem Rei...	5250.4 · Per Diem R...	170.00	170.00
Total NEIL BUTLER				170.00	170.00
<b>Nick Barbieri Trucking LLC</b>					
Bill	05/18/2026	Mckinleyvile F...	5250.2 · McKinleyvill...	814.27	814.27
Total Nick Barbieri Trucking LLC				814.27	814.27
<b>NORTHWOOD AUTO PLAZA</b>					
Bill	05/15/2026	Invoice (R/O #...	215 · 2016 Chevy 15...	8,235.89	8,235.89
Total NORTHWOOD AUTO PLAZA				8,235.89	8,235.89
<b>O'REILLY AUTO PARTS</b>					
Credit Card Charge	05/05/2026	Car Wash Su...	McKinleyville Station	64.13	64.13
Total O'REILLY AUTO PARTS				64.13	64.13
<b>OFFICE DEPOT</b>					
Bill	05/01/2026	Invoice 46755...	5170.1 · Office Supp...	62.29	62.29
Bill	05/05/2026	Invoice46844...	McKinleyville Station	292.24	354.53
Bill	05/15/2026	Invoice 46906...	Arcata Station	67.68	422.21
Total OFFICE DEPOT				422.21	422.21
<b>OPEN AI</b>					
Credit Card Charge	05/18/2026	Monthly Auto...	5170.1 · Office Supp...	100.00	100.00
Total OPEN AI				100.00	100.00
<b>OPTIMUM</b>					
Bill	05/04/2026	Account -7715...	5060.5 · Cable TV & ...	1,053.79	1,053.79
Total OPTIMUM				1,053.79	1,053.79
<b>PACIFIC GAS AND ELECTRIC</b>					
Bill	05/01/2026	Statement Dat...	McKinleyville Station	1,245.85	1,245.85
Bill	05/07/2026	Statement Dat...	Arcata Station	715.39	1,961.24
Bill	05/20/2026	Statement Dat...	Mad River Station	444.63	2,405.87
Total PACIFIC GAS AND ELECTRIC				2,405.87	2,405.87

**Arcata Fire Protection District**  
**Expenses by Vendor Detail**  
 May 2026

Type	Date	Memo	Account	Amount	Balance
<b>PERS / HEALTH</b>					
Bill	05/14/2026	Health (Curre...	5030.1 · Health (Cur...	56,337.30	56,337.30
Bill	05/14/2026	Health (Retire...	5030.2 · Health (Reti...	5,319.16	61,656.46
Bill	05/14/2026	Health Admin ...	5030.1 · Health (Cur...	45.07	61,701.53
Bill	05/14/2026	Retiree Health...	5030.3 · Retiree Hea...	30.29	61,731.82
Total PERS / HEALTH				61,731.82	61,731.82
<b>RENNER PETROLEUM</b>					
Credit Card Charge	05/01/2026	Fuel for Renta...	5250 · Transportatio...	14.55	14.55
Total RENNER PETROLEUM				14.55	14.55
<b>RESTORATION FIRST RESPONDER NETWORK</b>					
Bill	05/19/2026	Invoice 0541 ...	5230.10 · Health & ...	1,485.00	1,485.00
Total RESTORATION FIRST RESPONDER NETWORK				1,485.00	1,485.00
<b>RMW ACCOUNTING</b>					
Bill	05/05/2026	Invoice 1926 ...	5180.6 · Accountant ...	725.00	725.00
Total RMW ACCOUNTING				725.00	725.00
<b>ROBOTRONICS</b>					
Credit Card Charge	05/22/2026	Battery and C...	5230.5 · Public Educ...	329.17	329.17
Total ROBOTRONICS				329.17	329.17
<b>Russel Kadle</b>					
Bill	05/18/2026	Per Diem Rei...	5250.4 · Per Diem R...	170.00	170.00
Total Russel Kadle				170.00	170.00
<b>SHARP AUTO GRAPHICS</b>					
Bill	05/21/2026	Invoice 13519...	209 · 2009 F-250	150.00	150.00
Total SHARP AUTO GRAPHICS				150.00	150.00
<b>SILKE COMMUNICATIONS</b>					
Bill	05/22/2026	Invoice 25002...	117 · 2004 WestMark	1,858.09	1,858.09
Total SILKE COMMUNICATIONS				1,858.09	1,858.09
<b>TEHAMA TIRE</b>					
Bill	05/15/2026	Invoice 10004...	116 · 2022 Pierce	1,690.68	1,690.68
Total TEHAMA TIRE				1,690.68	1,690.68
<b>THE MITCHELL LAW FIRM, LLP</b>					
Bill	05/01/2026	Invoice# 1109...	5180.1 · Legal	3,034.00	3,034.00
Total THE MITCHELL LAW FIRM, LLP				3,034.00	3,034.00
<b>THE STANDARD</b>					
Bill	05/26/2026	Policy 00 648...	5030.6 · Long Term ...	667.00	667.00
Total THE STANDARD				667.00	667.00
<b>VAN DERMYDEN MAKUS LAW CORPORATION</b>					
Bill	05/06/2026	03999 mISCO...	5180.1 · Legal	845.50	845.50
Total VAN DERMYDEN MAKUS LAW CORPORATION				845.50	845.50

10:34 AM  
06/08/26  
Accrual Basis

Arcata Fire Protection District  
Expenses by Vendor Detail  
May 2026

Type	Date	Memo	Account	Amount	Balance
<b>WOODLAND FIRE</b>					
Credit Card Charge	05/11/2026	Training: 9 l's ...	5230.14 · Staff Traini...	108.50	108.50
Total WOODLAND FIRE				108.50	108.50
<b>TOTAL</b>				<b>184,295.09</b>	<b>184,295.09</b>

**Arcata Fire Protection District  
Profit & Loss Budget vs. Actual**

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>TAX REVENUE</b>				
101117 · Property Tax - Current Secured	4,916,019.79	0.00	4,916,019.79	100.0%
102500 · Property Tax-Current Unsecured	125,259.52	0.00	125,259.52	100.0%
103500 · Property Tax-Prior Yrs Secured	46,839.52	0.00	46,839.52	100.0%
105110 · Property Tax-Prior Yrs Unsecure	30,260.92	0.00	30,260.92	100.0%
800040 · Supplemental Taxes-Current	26,121.40	16,613.44	9,507.96	157.2%
105900 · Supplemental Taxes-Prior Yrs	7,522.21	5,345.85	2,176.36	140.7%
113100 · State Timber Tax	518.05	0.00	518.05	100.0%
800050 · Property Assessments	1,861,999.98	4,492,758.93	-2,630,758.95	41.4%
<b>Total TAX REVENUE</b>	<b>7,014,541.39</b>	<b>4,514,718.22</b>	<b>2,499,823.17</b>	<b>155.4%</b>
<b>USE OF MONEY &amp; PROPERTY</b>				
800190 · Interest Income	294,265.85	236,273.16	57,992.69	124.5%
<b>Total USE OF MONEY &amp; PROPERTY</b>	<b>294,265.85</b>	<b>236,273.16</b>	<b>57,992.69</b>	<b>124.5%</b>
<b>INTERGOVERNMENTAL</b>				
525110 · Homeowners Property Tax Relief	12,329.30	0.00	12,329.30	100.0%
800580 · Federal Aid In-Lieu Tax	425.50	0.00	425.50	100.0%
800600 · Other Government Agencies Proposition 172 Disbursement	2,337.08			
800600 · Other Government Agencies - Other	5,218.98			
<b>Total 800600 · Other Government Agencies</b>	<b>7,556.06</b>			
800950 · Firefighting Reimbursements	112,016.87	26,298.53	85,718.34	425.9%
<b>Total INTERGOVERNMENTAL</b>	<b>132,327.73</b>	<b>26,298.53</b>	<b>106,029.20</b>	<b>503.2%</b>
<b>CHARGES FOR SERVICES</b>				
800155 · Prevention Fees	17,572.00	13,668.20	3,903.80	128.6%
800156 · R1/R2 Inspection Fees	27,960.68	35,826.20	-7,865.52	78.0%
800700 · Other Services	280.32			
800946 · Incident Revenue Recovery Fees	21,027.46	8,823.45	12,204.01	238.3%
<b>Total CHARGES FOR SERVICES</b>	<b>66,840.46</b>	<b>58,317.85</b>	<b>8,522.61</b>	<b>114.6%</b>
<b>MISCELLANEOUS REVENUES</b>				
800940 · Other Revenue Donations	142,153.72	142,788.69	-634.97	99.6%
Other Revenue Unclassified	0.00	390.00	-390.00	0.0%
800940 · Other Revenue - Other	572.00	296.15	275.85	193.1%
<b>Total 800940 · Other Revenue</b>	<b>142,725.72</b>	<b>143,474.84</b>	<b>-749.12</b>	<b>99.5%</b>
800941 · Refunds	6,941.93	17,620.20	-10,678.27	39.4%
800942 · Incident Reports	260.00	210.26	49.74	123.7%
<b>Total MISCELLANEOUS REVENUES</b>	<b>149,927.65</b>	<b>161,305.30</b>	<b>-11,377.65</b>	<b>92.9%</b>
<b>Total Income</b>	<b>7,657,903.08</b>	<b>4,996,913.06</b>	<b>2,660,990.02</b>	<b>153.3%</b>
<b>Gross Profit</b>	<b>7,657,903.08</b>	<b>4,996,913.06</b>	<b>2,660,990.02</b>	<b>153.3%</b>

**Arcata Fire Protection District  
Profit & Loss Budget vs. Actual**

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
5230.30 · 2026 Drone Grant Program	1,053.83			
<b>PAYROLL FEES</b>	0.00	531.63	-531.63	0.0%
66900 · Reconciliation Discrepancies	6,314.64	0.95	6,313.69	664,698.9%
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
<b>5010 · Salaries &amp; Wages</b>				
5010.1 · Full-Time	1,461,964.17	1,936,588.39	-474,624.22	75.5%
5010.2 · CTO Payout	492,087.99	483,491.35	8,596.64	101.8%
5010.3 · Settlement Pay/Vacation	31,863.76	36,091.48	-4,227.72	88.3%
5010.4 · Holiday Pay	35,365.15	26,911.44	8,453.71	131.4%
5010.5 · Deferred Compensation	52,500.00	56,900.00	-4,400.00	92.3%
5010.6 · Part-Time (Hourly)	62,111.69	59,806.94	2,304.75	103.9%
5010.7 · CalFire/OES Pay	71,939.17	19,533.08	52,406.09	368.3%
<b>Total 5010 · Salaries &amp; Wages</b>	<b>2,207,831.93</b>	<b>2,619,322.68</b>	<b>-411,490.75</b>	<b>84.3%</b>
<b>5020 · Retirement</b>				
5020.1 · CalPERS Retirement	595,523.31	581,581.52	13,941.79	102.4%
5020.2 · Social Security	5,001.91	4,903.21	98.70	102.0%
5020.3 · Medicare	41,977.15	37,003.86	4,973.29	113.4%
5020.4 · CalPERS UAL Payment	208,196.00	102,976.00	105,220.00	202.2%
<b>Total 5020 · Retirement</b>	<b>850,698.37</b>	<b>726,464.59</b>	<b>124,233.78</b>	<b>117.1%</b>
<b>5030 · Group Insurance</b>				
5030.1 · Health (Current Employees)	630,456.86	563,644.16	66,812.70	111.9%
5030.2 · Health (Retirees)	490,968.58	376,235.44	114,733.14	130.5%
5030.3 · Retiree Health Admin Fees	1,575.99	2,100.38	-524.39	75.0%
5030.4 · Dental, Vision & Life	31,462.83	29,315.29	2,147.54	107.3%
5030.5 · Air Ambulance	2,400.00	2,666.00	-266.00	90.0%
5030.6 · Long Term Disability	7,076.00	7,482.00	-406.00	94.6%
<b>Total 5030 · Group Insurance</b>	<b>1,163,940.26</b>	<b>981,443.27</b>	<b>182,496.99</b>	<b>118.6%</b>
<b>5035 · Worker's Compensation</b>				
5035.1 · Primary	56,946.24	56,465.50	480.74	100.9%
5035.2 · Excess	38,750.40	42,285.25	-3,534.85	91.6%
5035.3 · Admin Fee	19,139.33	19,750.15	-610.82	96.9%
5035.4 · PY Adjustment	-14,915.23	14,872.92	-29,788.15	-100.3%
<b>Total 5035 · Worker's Compensation</b>	<b>99,920.74</b>	<b>133,373.82</b>	<b>-33,453.08</b>	<b>74.9%</b>
<b>SALARIES &amp; EMPLOYEE BENEFITS - Other</b>	<b>726,094.91</b>	<b>684.72</b>	<b>725,410.19</b>	<b>106,042.6%</b>
<b>Total SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>5,048,486.21</b>	<b>4,461,289.08</b>	<b>587,197.13</b>	<b>113.2%</b>
5120.12 · Maintenance-Equipment Other	28.68			
<b>SERVICE &amp; SUPPLIES</b>				
<b>5050 · Clothing &amp; Personal Supplies</b>				
5050.1 · Uniforms	20,067.86	20,736.38	-668.52	96.8%
5050.2 · Station Boots	1,388.43	3,460.81	-2,072.38	40.1%
5050.3 · PPE - Structure	11,054.88	2,217.42	8,837.46	498.5%
5050.4 · PPE - Wildland	3,790.84	4,380.08	-589.24	86.5%
5050.5 · VLU Team	240.00			
5050.6 · Shields & Badges	283.54	250.58	32.96	113.2%
5050 · Clothing & Personal Supplies - Other	1,519.86	1,223.84	296.02	124.2%
<b>Total 5050 · Clothing &amp; Personal Supplies</b>	<b>38,345.41</b>	<b>32,269.11</b>	<b>6,076.30</b>	<b>118.8%</b>
<b>5060 · Communications</b>				
5060.1 · Phones - Landline & Cellular	14,839.18	12,270.33	2,568.85	120.9%
<b>5060.2 · Alarm Monitoring</b>				
Arcata Station	644.50	639.00	5.50	100.9%
Mad River Station	644.50	1,182.26	-537.76	54.5%
McKinleyville Station	1,003.69	668.74	334.95	150.1%
5060.2 · Alarm Monitoring - Other	0.00	0.00	0.00	0.0%
<b>Total 5060.2 · Alarm Monitoring</b>	<b>2,292.69</b>	<b>2,490.00</b>	<b>-197.31</b>	<b>92.1%</b>
5060.5 · Cable TV & Internet	13,562.26	11,755.88	1,806.38	115.4%
<b>Total 5060 · Communications</b>	<b>30,694.13</b>	<b>26,516.21</b>	<b>4,177.92</b>	<b>115.8%</b>
<b>5080 · Food</b>				
5080.1 · Food & Rehab Supplies	3,278.92	3,253.61	25.31	100.8%
5080.2 · Drinking Water	10.31	535.99	-525.68	1.9%
5080 · Food - Other	0.00	497.59	-497.59	0.0%
<b>Total 5080 · Food</b>	<b>3,289.23</b>	<b>4,287.19</b>	<b>-997.96</b>	<b>76.7%</b>
<b>5090 · Household Expenses</b>				

**Arcata Fire Protection District  
Profit & Loss Budget vs. Actual**

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
<b>5090.1 · Station Supplies</b>				
Arcata Station	1,286.05	1,525.75	-239.70	84.3%
Mad River Station	2,106.48	2,455.84	-349.36	85.8%
McKinleyville Station	2,381.53	3,224.88	-843.35	73.8%
5090.1 · Station Supplies - Other	122.07	13.39	108.68	911.7%
<b>Total 5090.1 · Station Supplies</b>	<b>5,896.13</b>	<b>7,219.86</b>	<b>-1,323.73</b>	<b>81.7%</b>
<b>5090.2 · Garbage Service</b>				
Arcata Station	1,307.92	810.04	497.88	161.5%
Mad River Station	670.66	1,644.43	-973.77	40.8%
McKinleyville Station	3,426.33	3,741.03	-314.70	91.6%
5090.2 · Garbage Service - Other	0.00	293.01	-293.01	0.0%
<b>Total 5090.2 · Garbage Service</b>	<b>5,404.91</b>	<b>6,488.51</b>	<b>-1,083.60</b>	<b>83.3%</b>
<b>5090.3 · Station Furniture</b>				
Arcata Station	1,454.10			
Mad River Station	0.00	2,878.23	-2,878.23	0.0%
McKinleyville Station	2,184.31	1,925.57	258.74	113.4%
<b>Total 5090.3 · Station Furniture</b>	<b>3,638.41</b>	<b>4,803.80</b>	<b>-1,165.39</b>	<b>75.7%</b>
<b>5090 · Household Expenses - Other</b>	<b>24.99</b>	<b>58.16</b>	<b>-33.17</b>	<b>43.0%</b>
<b>Total 5090 · Household Expenses</b>	<b>14,964.44</b>	<b>18,570.33</b>	<b>-3,605.89</b>	<b>80.6%</b>
<b>5100 · Liability Insurance</b>				
5100.1 · Liability Insurance	71,196.00	66,214.00	4,982.00	107.5%
<b>Total 5100 · Liability Insurance</b>	<b>71,196.00</b>	<b>66,214.00</b>	<b>4,982.00</b>	<b>107.5%</b>
<b>5120 · Maintenance - Equipment</b>				
<b>5120.1 · Vehicles</b>				
215 · 2016 Chevy 1500	10,108.16	3,869.72	6,238.44	261.2%
214 · 2020 Chevy 1500	12,946.70	3,717.02	9,229.68	348.3%
216 · 2022 Chevy Tahoe 8200	5,473.42	1,866.79	3,606.63	293.2%
213 · 2019 Ioniq	544.00			
206 · 2006 F-350	814.05	123.18	690.87	660.9%
212 · 2015 Spark	25.00	137.34	-112.34	18.2%
209 · 2009 F-250	150.00			
108 · 2007 Ferrara	10,171.65	25,329.76	-15,158.11	40.2%
113 · 2011 Ferrara (1)	14,409.56	6,257.38	8,152.18	230.3%
112 · 2011 Ferrara (2)	8,141.70	12,472.17	-4,330.47	65.3%
116 · 2022 Pierce	7,523.86	2,822.22	4,701.64	266.6%
117 · 2004 WestMark	4,534.47	3,072.44	1,462.03	147.6%
115 · 2018 John Deere	0.00	49.13	-49.13	0.0%
106 · 1998 Central States	4,672.78	3,207.57	1,465.21	145.7%
217 · 2022 Ford F350	8,008.11			
211 · 2019 F-450	1,415.01			
5120.1 · Vehicles - Other	1,896.24	5,579.48	-3,683.24	34.0%
<b>Total 5120.1 · Vehicles</b>	<b>90,834.71</b>	<b>68,504.20</b>	<b>22,330.51</b>	<b>132.6%</b>
5120.2 · Hose & Ladder Testing	240.70	3,580.85	-3,340.15	6.7%
5120.3 · Hose Repair	0.00	763.61	-763.61	0.0%
5120.4 · SCBA	1,835.01	6,394.85	-4,559.84	28.7%
5120.6 · Power Tools	580.84	3,564.05	-2,983.21	16.3%
5120.7 · AED & LUCAS	0.00	4,712.40	-4,712.40	0.0%
5120.8 · Fire Extinguishers	631.76	1,729.11	-1,097.35	36.5%
5120.9 · Miscellaneous Equipment	170.04	17,161.43	-16,991.39	1.0%
5120.10 · Small Instrument Repair & Test	326.25			
5120.11 · Specialty Rescue Equipment	4,133.70			
5120 · Maintenance - Equipment - Other	0.00	1,080.04	-1,080.04	0.0%
<b>Total 5120 · Maintenance - Equipment</b>	<b>98,753.01</b>	<b>107,490.54</b>	<b>-8,737.53</b>	<b>91.9%</b>
<b>5121 · Maintenance - Electronics</b>				
5121.1 · Computers	2,049.92	3,713.93	-1,664.01	55.2%
5121.2 · Radios, Pagers & FireCom	6,623.23	7,057.66	-434.43	93.8%
5121.3 · Batteries (non-household)	21.46	596.99	-575.53	3.6%
5121 · Maintenance - Electronics - Other	98.33	1,397.97	-1,299.64	7.0%
<b>Total 5121 · Maintenance - Electronics</b>	<b>8,792.94</b>	<b>12,766.55</b>	<b>-3,973.61</b>	<b>68.9%</b>
<b>5130 · Maintenance-Buildings &amp; Grounds</b>				
<b>5130.1 · General Structure</b>				
Arcata Station	6,155.38	19,803.73	-13,648.35	31.1%
Mad River Station	3,292.69	8,181.75	-4,889.06	40.2%
McKinleyville Station	1,364.56	2,270.20	-905.64	60.1%

### Arcata Fire Protection District Profit & Loss Budget vs. Actual

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
5130.1 · General Structure - Other	505.09	972.93	-467.84	51.9%
<b>Total 5130.1 · General Structure</b>	<b>11,317.72</b>	<b>31,228.61</b>	<b>-19,910.89</b>	<b>36.2%</b>
<b>5130.2 · Grounds</b>				
Arcata Station	16.30	21.67	-5.37	75.2%
Bayside Property	600.00	1,150.00	-550.00	52.2%
Mad River Station	0.00	475.21	-475.21	0.0%
McKinleyville Station	328.07	16,016.15	-15,688.08	2.0%
<b>Total 5130.2 · Grounds</b>	<b>944.37</b>	<b>17,663.03</b>	<b>-16,718.66</b>	<b>5.3%</b>
<b>5130.3 · Emergency Power</b>				
Arcata Station	1,087.75	500.60	587.15	217.3%
Mad River Station	301.50	357.93	-56.43	84.2%
McKinleyville Station	1,087.75	585.60	502.15	185.7%
<b>Total 5130.3 · Emergency Power</b>	<b>2,477.00</b>	<b>1,444.13</b>	<b>1,032.87</b>	<b>171.5%</b>
<b>5130.4 · Pest Control</b>				
Arcata Station	475.00	560.00	-85.00	84.8%
Mad River Station	555.00	570.00	-15.00	97.4%
McKinleyville Station	425.00	435.00	-10.00	97.7%
5130.4 · Pest Control - Other	0.00	0.00	0.00	0.0%
<b>Total 5130.4 · Pest Control</b>	<b>1,455.00</b>	<b>1,565.00</b>	<b>-110.00</b>	<b>93.0%</b>
<b>5130 · Maintenance-Buildings &amp; Grounds - Other</b>	<b>115.48</b>	<b>465.31</b>	<b>-349.83</b>	<b>24.8%</b>
<b>Total 5130 · Maintenance-Buildings &amp; Grounds</b>	<b>16,309.57</b>	<b>52,366.08</b>	<b>-36,056.51</b>	<b>31.1%</b>
<b>5140 · Medical Supplies</b>				
5140.1 · EMS	2,119.44	1,698.86	420.58	124.8%
5140.2 · AED & Lucas	992.46	0.00	992.46	100.0%
5140 · Medical Supplies - Other	3,733.08	491.85	3,241.23	759.0%
<b>Total 5140 · Medical Supplies</b>	<b>6,844.98</b>	<b>2,190.71</b>	<b>4,654.27</b>	<b>312.5%</b>
<b>5150 · Memberships</b>				
<b>5150.1 · Dues</b>				
Chamber of Commerce	983.00	86.00	897.00	1,143.0%
CalChiefs	1,008.00	1,008.00	0.00	100.0%
FDAC	0.00	375.00	-375.00	0.0%
IAFC	260.00	151.67	108.33	171.4%
5150.1 · Dues - Other	0.00	706.50	-706.50	0.0%
<b>Total 5150.1 · Dues</b>	<b>2,251.00</b>	<b>2,327.17</b>	<b>-76.17</b>	<b>96.7%</b>
5150 · Memberships - Other	1,333.33	2,002.50	-669.17	66.6%
<b>Total 5150 · Memberships</b>	<b>3,584.33</b>	<b>4,329.67</b>	<b>-745.34</b>	<b>82.8%</b>
<b>5160 · Miscellaneous Expense</b>				
5370.6 · Emergency Operations Supplies	702.50	27.54	674.96	2,550.8%
5160.1 · Uncategorized Misc. Expense	-637.70	6,749.24	-7,386.94	-9.4%
5160 · Miscellaneous Expense - Other	474.21	1,084.70	-610.49	43.7%
<b>Total 5160 · Miscellaneous Expense</b>	<b>539.01</b>	<b>7,861.48</b>	<b>-7,322.47</b>	<b>6.9%</b>
<b>5170 · Office Expense</b>				
<b>5170.1 · Office Supplies</b>	<b>5,041.14</b>	<b>2,758.96</b>	<b>2,282.18</b>	<b>182.7%</b>
5170.2 · Postage	792.51	1,526.18	-733.67	51.9%
<b>5170.3 · Software</b>				
CAD Interface	0.00	2,400.00	-2,400.00	0.0%
eDispatches	2,124.00	1,572.00	552.00	135.1%
Parcel Quest	2,399.00	2,399.00	0.00	100.0%
Quickbooks	2,299.00	1,999.00	300.00	115.0%
Records Management	1,350.00	4,690.70	-3,340.70	28.8%
Scheduling Program	3,040.00	5,948.00	-2,908.00	51.1%
<b>Total 5170.3 · Software</b>	<b>11,212.00</b>	<b>19,008.70</b>	<b>-7,796.70</b>	<b>59.0%</b>
5170 · Office Expense - Other	0.00	209.16	-209.16	0.0%
<b>Total 5170 · Office Expense</b>	<b>17,045.65</b>	<b>23,503.00</b>	<b>-6,457.35</b>	<b>72.5%</b>
<b>5180 · Professional &amp; Special Services</b>				
5180.14 · Lexipol	27,432.00			
5180.1 · Legal	119,442.95	75,299.00	44,143.95	158.6%
5180.2 · Human Resources	0.00	162.86	-162.86	0.0%
5180.3 · Medical Exam & Drug Screening	4,231.76	13,610.25	-9,378.49	31.1%
5180.4 · Background Checks	2,246.75	5,287.50	-3,040.75	42.5%

### Arcata Fire Protection District Profit & Loss Budget vs. Actual

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
5180.5 · Audit (Financial)	12,000.00	10,000.00	2,000.00	120.0%
5180.6 · Accountant & Bookkeeping	12,076.19	8,070.00	4,006.19	149.6%
5180.7 · GASB Reporting	700.00	1,750.00	-1,050.00	40.0%
5180.8 · IT	37,790.54	36,719.47	1,071.07	102.9%
5180.9 · Webpage Hosting	8,580.00	5,184.76	3,395.24	165.5%
5180.10 · Subscriptions				
Poster Guard	107.61	319.56	-211.95	33.7%
5180.10 · Subscriptions - Other	1,470.12	158.75	1,311.37	926.1%
<b>Total 5180.10 · Subscriptions</b>	<b>1,577.73</b>	<b>478.31</b>	<b>1,099.42</b>	<b>329.9%</b>
5180.11 · Miscellaneous	0.00	714.00	-714.00	0.0%
5180.12 · Financial Consulting	85,816.20			
5180.13 · Video Production	440.00	440.00	0.00	100.0%
5180 · Professional & Special Services - Other	15,500.00			
<b>Total 5180 · Professional &amp; Special Services</b>	<b>327,834.12</b>	<b>157,716.15</b>	<b>170,117.97</b>	<b>207.9%</b>
5190 · Publications & Legal Notices				
5190.1 · Publications & Notices	250.00	740.91	-490.91	33.7%
5190 · Publications & Legal Notices - Other	0.00	130.00	-130.00	0.0%
<b>Total 5190 · Publications &amp; Legal Notices</b>	<b>250.00</b>	<b>870.91</b>	<b>-620.91</b>	<b>28.7%</b>
5200 · Rent & Leases - Equipment				
5200.1 · Copier	9,713.85	8,552.31	1,161.54	113.6%
<b>Total 5200 · Rent &amp; Leases - Equipment</b>	<b>9,713.85</b>	<b>8,552.31</b>	<b>1,161.54</b>	<b>113.6%</b>
5210 · Rent & Leases - Structures				
5210.1 · 631 9th Street	0.00	64,130.00	-64,130.00	0.0%
<b>Total 5210 · Rent &amp; Leases - Structures</b>	<b>0.00</b>	<b>64,130.00</b>	<b>-64,130.00</b>	<b>0.0%</b>
5230 · Special District Expense				
5230.1 · Property Tax Admin Fee	37,461.00	0.00	37,461.00	100.0%
5230.2 · Tax Roll Direct Charge Fee	4,168.50			
5230.3 · LAFCO Annual Fee	4,449.54	710.00	3,739.54	626.7%
5230.4 · Assessment Adjustments/Refunds	0.00	345.00	-345.00	0.0%
5230.5 · Public Education Supplies	4,296.98	5.56	4,291.42	77,283.8%
5230.6 · Certifications	544.14	896.09	-351.95	60.7%
5230.7 · Recruitment	245.97	178.32	67.65	137.9%
5230.8 · Bank Fees	497.00	721.44	-224.44	68.9%
5230.9 · Recognition Awards	886.61	664.14	222.47	133.5%
5230.10 · Health & Wellness	22,210.35	27,934.33	-5,723.98	79.5%
5230.11 · Public Outreach	6,400.00	7,632.28	-1,232.28	83.9%
5230.12 · HBF Truck Response	6,704.11			
5230.14 · Staff Training	13,854.96	7,130.00	6,724.96	194.3%
5230.15 · Training Supplies	3,168.08	1,217.54	1,950.54	260.2%
5230.16 · Grant Management	1,500.00			
5230 · Special District Expense - Other	7,361.54	12,843.48	-5,481.94	57.3%
<b>Total 5230 · Special District Expense</b>	<b>113,748.78</b>	<b>60,278.18</b>	<b>53,470.60</b>	<b>188.7%</b>
5250 · Transportation & Travel				
5250.1 · Cardlock Fuel				
Mad River Station				
Diesel	0.00	11,286.12	-11,286.12	0.0%
Mad River Station - Other	0.00	73.32	-73.32	0.0%
<b>Total Mad River Station</b>	<b>0.00</b>	<b>11,359.44</b>	<b>-11,359.44</b>	<b>0.0%</b>
5250.1 · Cardlock Fuel - Other	34,184.74	22,835.36	11,349.38	149.7%
<b>Total 5250.1 · Cardlock Fuel</b>	<b>34,184.74</b>	<b>34,194.80</b>	<b>-10.06</b>	<b>100.0%</b>
5250.2 · McKinleyville Station Bulk Fuel	18,216.93	11,094.21	7,122.72	164.2%
5250.3 · Lodging	7,917.75	4,714.54	3,203.21	167.9%
5250.4 · Per Diem Reimbursement	10,336.57	1,458.65	8,877.92	708.6%
5250.5 · Travel Costs	4,531.17	3,855.85	675.32	117.5%
5250 · Transportation & Travel - Other	950.94			
<b>Total 5250 · Transportation &amp; Travel</b>	<b>76,138.10</b>	<b>55,318.05</b>	<b>20,820.05</b>	<b>137.6%</b>
5260 · Utilities				
5260.1 · PG & E				
Arcata Station	9,764.64	13,485.75	-3,721.11	72.4%
Mad River Station	6,032.08	5,373.10	658.98	112.3%
McKinleyville Station	17,834.45	18,160.27	-325.82	98.2%
5260.1 · PG & E - Other	0.00	0.00	0.00	0.0%

**Arcata Fire Protection District  
Profit & Loss Budget vs. Actual**

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
<b>Total 5260.1 · PG &amp; E</b>	33,631.17	37,019.12	-3,387.95	90.8%
<b>5260.2 · Water &amp; Sewer</b>				
Arcata Station	1,107.98	2,011.64	-903.66	55.1%
Mad River Station	1,425.93	1,837.26	-411.33	77.6%
McKinleyville Station	1,863.14	3,049.46	-1,186.32	61.1%
5260.2 · Water & Sewer - Other	0.00	0.00	0.00	0.0%
<b>Total 5260.2 · Water &amp; Sewer</b>	4,397.05	6,898.36	-2,501.31	63.7%
<b>Total 5260 · Utilities</b>	38,028.22	43,917.48	-5,889.26	86.6%
<b>5370 · Minor Equipment Purchases</b>				
5370.1 · Fire Hose	4,465.36	5,798.50	-1,333.14	77.0%
5370.2 · Fire Equipment & Fabrication	3,354.40	234.25	3,120.15	1,432.0%
5310.3 · Computers & Electronics	5,948.79	8,635.88	-2,687.09	68.9%
5370.4 · Small Tools	3,018.54	4,281.51	-1,262.97	70.5%
5370.5 · Power Tools	543.97			
5370 · Minor Equipment Purchases - Other	2,704.32	4,789.61	-2,085.29	56.5%
<b>Total 5370 · Minor Equipment Purchases</b>	20,035.38	23,739.75	-3,704.37	84.4%
<b>SERVICE &amp; SUPPLIES - Other</b>	0.00	30.00	-30.00	0.0%
<b>Total SERVICE &amp; SUPPLIES</b>	896,107.15	772,917.70	123,189.45	115.9%
<b>OTHER EXPENDITURES</b>				
<b>Capital Expense</b>				
Equipment/Vehicles	151,988.24	61,095.89	90,892.35	248.8%
Capital Expense - Other	0.00	10,000.00	-10,000.00	0.0%
<b>Total Capital Expense</b>	151,988.24	71,095.89	80,892.35	213.8%
<b>Debt Service</b>				
Webster Bank Station loan-inter	0.00	0.00	0.00	0.0%
Webster Bank-Equip loan-interes	0.00	0.00	0.00	0.0%
Proceeds from Debt	0.00	0.00	0.00	0.0%
2021 UAL Refinance - Interest	186,625.02	111,983.80	74,641.22	166.7%
2021 UAL Refinance - Principal	341,943.68	276,000.00	65,943.68	123.9%
2022 Engine Purchase - Interest	11,230.13	14,005.92	-2,775.79	80.2%
2022 Engine Purchase- Principal	104,214.02	101,476.33	2,737.69	102.7%
Debt Issue Costs	7,826.66	2,425.73	5,400.93	322.7%
Debt Service - Other	127,316.76	425.00	126,891.76	29,956.9%
<b>Total Debt Service</b>	779,156.27	506,316.78	272,839.49	153.9%
<b>Reserve Fund Transfers - Out</b>				
Vehicle Replacement Fund	1,327.59			
Reserve Fund Transfers - Out - Other	273.83			
<b>Total Reserve Fund Transfers - Out</b>	1,601.42			
<b>Total OTHER EXPENDITURES</b>	932,745.93	577,412.67	355,333.26	161.5%
<b>Total Expense</b>	6,884,736.44	5,812,152.03	1,072,584.41	118.5%
<b>Net Ordinary Income</b>	773,166.64	-815,238.97	1,588,405.61	-94.8%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
Adjustments to Convert to GAAP				
Principal payments on LTD	0.00	0.00	0.00	0.0%
5310 · Depreciation Expense	0.00	0.00	0.00	0.0%
Assets to be Depreciated	0.00	0.00	0.00	0.0%
Basis of Disposed Fixed Assets	0.00	0.00	0.00	0.0%
Expenses Accrued Not Yet Due	0.00	0.00	0.00	0.0%
Pension Expense	0.00	0.00	0.00	0.0%
Post Employment Benefits	0.00	0.00	0.00	0.0%
Proceeds from Debt	0.00	0.00	0.00	0.0%
Revenue (Non-Current Resources)	0.00	0.00	0.00	0.0%
<b>Total Adjustments to Convert to GAAP</b>	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	0.00	0.00	0.00	0.0%
<b>Net Other Income</b>	0.00	0.00	0.00	0.0%
<b>Net Income</b>	<b>773,166.64</b>	<b>-815,238.97</b>	<b>1,588,405.61</b>	<b>-94.8%</b>

Arcata Fire Protection District  
Statement of Cash Flows  
May 2026

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	<u>May 26</u>
<b>OPERATING ACTIVITIES</b>	
Net Income	-531,930.49
Adjustments to reconcile Net Income to net cash provided by operations:	
Net cash provided by Operating Activities	<u>-504,528.42</u>
Net cash increase for period	-504,528.42
Cash at beginning of period	<u>15,977,827.31</u>
Cash at end of period	<u><u>15,473,298.89</u></u>

**Arcata Fire Protection District**  
**Interest Earned Fiscal Year to Date**  
 July 2025 through May 2026

Type	Date	Memo	Split	Amount
<b>USE OF MONEY &amp; PROPERTY</b>				
<b>800190 · Interest Income</b>				
Deposit	07/01/2025	3.16% 4Q 24-...	County Treasury	12,360.97
Deposit	07/31/2025	Interest	Contingency Fund	1,419.37
Deposit	07/31/2025	Interest	Vehicle Replacement Fund	5,402.51
Deposit	07/31/2025	Interest	PERS Contingency Fund	4,676.85
Deposit	07/31/2025	Interest	RCB - Business Savings	102.63
Deposit	07/31/2025	Interest	RCB - Business Checking	44.79
Deposit	07/31/2025	Interest	CalTRUST	21,631.87
Deposit	07/31/2025	Interest	CCCU Checking	17.42
Deposit	07/31/2025	Interest	CCCU Liquid Assets	0.10
Deposit	08/31/2025	Interest	RCB - Business Savings	102.72
Deposit	08/31/2025	Interest	RCB - Business Checking	58.21
Deposit	08/31/2025	Interest	Contingency Fund	1,461.89
Deposit	08/31/2025	Interest	Vehicle Replacement Fund	5,454.80
Deposit	08/31/2025	Interest	PERS Contingency Fund	4,731.67
Deposit	08/31/2025	Interest	CCCU Savings	0.08
Deposit	08/31/2025	Interest	CalTRUST	17,970.50
Deposit	08/31/2025	Interest	AFPD Building Fund	184.79
Deposit	08/31/2025	Interest	CCCU Liquid Assets	0.10
Deposit	08/31/2025	Interest	CCCU Checking	17.42
Deposit	08/31/2025	Interest	CCCU Savings	0.08
Deposit	09/30/2025	Interest	RCB - Business Savings	99.48
Deposit	09/30/2025	Interest	Contingency Fund	1,414.53
Deposit	09/30/2025	Interest	PERS Contingency Fund	4,578.40
Deposit	09/30/2025	Interest	Vehicle Replacement Fund	5,278.10
Deposit	09/30/2025	Interest	RCB - Business Checking	29.73
Deposit	09/30/2025	Interest	RCB - Business Savings	102.88
Deposit	09/30/2025	Interest	RCB - Business Checking	29.73
Deposit	09/30/2025	Interest	AFPD Building Fund	178.81
Deposit	09/30/2025	Interest	CalTRUST	17,375.69
Deposit	09/30/2025	Interest	CCCU Checking	16.86
Deposit	09/30/2025	Interest	CCCU Liquid Assets	0.09
Deposit	09/30/2025	Interest	RCB - Business Checking	29.73
Deposit	10/01/2025	3.47% 1Q 25-...	County Treasury	5,369.04
Deposit	10/31/2025	Interest	RCB - Business Savings	99.65
Deposit	10/31/2025	Interest	CalTRUST	15,810.30
Deposit	10/31/2025	Interest	Contingency Fund	1,424.24
Deposit	10/31/2025	Interest	Vehicle Replacement Fund	5,241.15
Deposit	10/31/2025	Interest	PERS Contingency Fund	4,609.83
Deposit	10/31/2025	Interest	AFPD Building Fund	180.03
Deposit	10/31/2025	Interest	CCCU Checking	17.42
Deposit	10/31/2025	Interest	CCCU Liquid Assets	0.10
Deposit	10/31/2025	Interest	RCB - Business Checking	28.03
Deposit	10/31/2025	Interest	RCB - Business Checking	28.03
Deposit	11/28/2025	Interest	AFPD Building Fund	170.54
Deposit	11/30/2025	Interest	CCCU Checking	16.85
Deposit	11/30/2025	Interest	CCCU Liquid Assets	0.09
Deposit	11/30/2025	Interest	RCB - Business Checking	22.50
Deposit	11/30/2025	Interest	CalTRUST	13,545.70
Deposit	11/30/2025	Interest	Contingency Fund	1,349.12
Deposit	11/30/2025	Interest	Vehicle Replacement Fund	4,855.58
Deposit	11/30/2025	Interest	CCCU Savings	0.08
Deposit	12/28/2025	Interest	AFPD Building Fund	168.68
Deposit	12/31/2025	Interest	RCB - Business Savings	93.08

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06/08/26

Accrual Basis

**Arcata Fire Protection District**  
**Interest Earned Fiscal Year to Date**  
 July 2025 through May 2026

Type	Date	Memo	Split	Amount
Deposit	12/31/2025	Interest	Contingency Fund	1,334.42
Deposit	12/31/2025	Interest	Vehicle Replacement Fund	4,802.67
Deposit	12/31/2025	Interest	CalTRUST	11,453.63
Deposit	12/31/2025	Interest	PERS Contingency Fund	4,366.70
Deposit	12/31/2025	Interest	CCCU Checking	17.42
Deposit	12/31/2025	Interest	CCCU Liquid Assets	0.10
Deposit	12/31/2025	Interest	RCB - Business Checking	29.38
Deposit	01/28/2026	Interest	AFPD Building Fund	165.60
Deposit	01/31/2026	Interest	RCB - Business Savings	87.66
Deposit	01/31/2026	Interest	PERS Contingency Fund	4,319.12
Deposit	01/31/2026	Interest	CalTRUST	9,761.49
Deposit	01/31/2026	Interest	Contingency Fund	1,310.05
Deposit	01/31/2026	Interest	Vehicle Replacement Fund	4,714.96
Deposit	01/31/2026	Interest	CCCU Checking	17.41
Deposit	01/31/2026	Interest	CCCU Liquid Assets	0.10
Deposit	01/31/2026	Interest	RCB - Business Checking	31.42
Deposit	02/28/2026	Interest	RCB - Business Savings	79.23
Deposit	02/28/2026	Interest	PERS Contingency Fund	4,240.24
Deposit	02/28/2026	Interest	AFPD Building Fund	150.79
Deposit	02/28/2026	Interest	CalTRUST	6,945.57
Deposit	02/28/2026	Interest	Contingency Fund	1,192.92
Deposit	02/28/2026	Interest	Vehicle Replacement Fund	4,293.41
Deposit	02/28/2026	Interest	CCCU Checking	15.73
Deposit	02/28/2026	Interest	CCCU Liquid Assets	0.09
Deposit	02/28/2026	Interest	RCB - Business Checking	34.79
Deposit	02/28/2026	Interest	CCCU Savings	0.07
Deposit	03/31/2026	Interest	PERS Contingency Fund	3,861.13
Deposit	03/31/2026	Interest	CalTRUST	10,260.18
Deposit	03/31/2026	Interest	Contingency Fund	1,296.99
Deposit	03/31/2026	Interest	AFPD Building Fund	163.95
Deposit	03/31/2026	Interest	Vehicle Replacement Fund	4,667.96
Deposit	03/31/2026	Interest	PERS Contingency Fund	4,197.96
Deposit	03/31/2026	Interest	RCB - Business Checking	67.06
Deposit	03/31/2026	Interest	RCB - Business Savings	87.77
Deposit	03/31/2026	Interest	CCCU Checking	17.41
Deposit	03/31/2026	Interest	CCCU Liquid Assets	0.10
Deposit	04/30/2026	Interest	AFPD Building Fund	159.25
Deposit	04/30/2026	Interest	CalTRUST	16,656.10
Deposit	04/30/2026	Interest	Contingency Fund	1,259.80
Deposit	04/30/2026	Interest	PERS Contingency Fund	4,077.60
Deposit	04/30/2026	Interest	Vehicle Replacement Fund	4,534.12
Deposit	04/30/2026	Interest	RCB - Business Checking	26.82
Deposit	04/30/2026	Interest	RCB - Business Savings	85.00
Deposit	05/31/2026	Interest	CalTRUST	15,231.95
Deposit	05/31/2026	Interest	Contingency Fund	1,301.03
Deposit	05/31/2026	Interest	Vehicle Replacement Fund	4,682.48
Deposit	05/31/2026	Interest	PERS Contingency Fund	4,211.02
Deposit	05/31/2026	Interest	AFPD Building Fund	164.46
Deposit	05/31/2026	Interest	RCB - Business Savings	87.90

Total 800190 · Interest Income 294,265.85

Total USE OF MONEY & PROPERTY 294,265.85

**TOTAL** **294,265.85**

**Date:** June 11, 2026  
**To:** Board of Directors, Arcata Fire District  
**From:** Chris Emmons, Fire Chief  
**Subject:** Adoption of Resolution 26-347 Setting the Rate Per Unit At \$22.00 for the 2006 Benefit Assessment for Fiscal Year 2026-27

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**DISCUSSION:**

Each June, the District must establish the tax rate per unit of benefit for the District's 2006 Benefit Assessment. The property owners approved the benefit assessment in 2006 and the District codified as Ordinance No. 06-12 to charge a special tax not to exceed \$22.00 per unit. The annual resolution is needed to allow the Auditor-Controller's Office to apply the Benefit Assessment on the annual property tax roll.

**RECOMMENDATION:**

Staff recommends the Board consider the information provided and approve Resolution 26-347 setting the tax rate at \$22.00 per unit for the 2006 Benefit Assessment for fiscal year 2026-27.

**FINANCIAL IMPACT:**

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

**ALTERNATIVES:**

N/A

**ATTACHMENTS:**

Attachment 1 – Resolution 26-347

**Resolution Number: 26-347**

**A RESOLUTION OF THE ARCATA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS SETTING THE RATE PER UNIT FOR THE 2006 BENEFIT ASSESSMENT FOR FISCAL YEAR 2026-27 FOR THE ARCATA FIRE PROTECTION DISTRICT**

**WHEREAS**, the Arcata Fire Protection District is the fire protection district organized and operated under the laws of the State of California; and

**WHEREAS**, the District has established, that after planning for personnel, maintenance and operating costs, a financial deficit due to the revenue shortfall brought by the revenues lost by the effect of Proposition 218; and

**WHEREAS**, the property owners of the District passed a Benefit Assessment by mail out ballot on July 25, 2006, for fire protection and prevention services to replace, but not increase, the revenues lost by the effect of Proposition 218; and

**WHEREAS**, the loss of any major revenue in the fiscal year 2026-27 would reduce the level of services provided to the citizens of the District to an unsafe level, and will cause unacceptable response time, due to limited personnel available to respond from the full-time career staff; and

**WHEREAS**, this Benefit Assessment directly funds the cost of staffing and operation of one of the District's three stations, and the annual payment on the fire apparatus loan; and

**WHEREAS**, Ordinance No. 06-12 adopted by the Board of Directors of the Arcata Fire Protection District states in Section 5 that each unit of benefit shall not exceed \$22.00 per year; and

**WHEREAS**, the Board of Directors of the Arcata Fire Protection District must submit a new resolution each year to the County of Humboldt Auditors-Controller's Office stating the actual rate per unit for the benefit assessment.

**NOW THEREFORE, BE IT RESOLVED THAT** the Arcata Fire Protection District Board of Directors, in accordance with the above referenced Ordinance, does hereby set the 2006 Benefit Assessment at a rate of \$22.00 per unit for the fiscal year 2025-26.

**BE IT FURTHER RESOLVED THAT** the Board of Directors directs the Auditor-Controller of the County of Humboldt to bill special taxes on the appropriate secured roll tax bills for ad valorem property taxes for fiscal year 2026-27.

**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:** June 11, 2026

Signed:

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Nicole Johnson, President

Attest:

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Anali Gonzalez, Board Clerk/Secretary

**Date:** June 11, 2025  
**To:** Board of Directors, Arcata Fire District  
**From:** Chris Emmons, Fire Chief  
**Subject:** Adoption of Resolution 26-348 and Exhibit A, Accepting the 2026-27 Appropriations Limit for the Arcata Fire District

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**DISCUSSION:**

Each year the Board of Directors is required to review and approve a resolution that calculated the maximum allowable appropriation amount for the proceeds of tax, subject to the limitation established in compliance with the California State Constitution, Article XIII(B).

The calculation of the limitation is based upon the change in population and the cost-of-living per capita income (CPI). As a special district, the change in population can be the percentage change of District population or the percentage change of the County, whichever is highest.

According to the Department of Finance (DOF), the population of the County overall dropped by 0.30%, City of Arcata increased by 3.00% and unincorporated areas dropped by 0.90%. The CPI adjustment for fiscal year 2026-27 is 4.95% and is provided by the DOF.

**Attachment 1** shows both options for calculating the appropriation limit. Staff is recommending using the change in District population (Option B) which is attached as Exhibit "A" to Resolution 26-348. These calculations will remain on file and available for public inspection.

The estimated proceeds from taxes, subject to limit amount, is \$5,007,650 for fiscal year 2025-26. The calculated appropriation limit for 2026-27 amounts to \$5,275,011.

Accordingly, the proceeds of taxes subject to limitation are over the appropriations limit by \$127,981. However, with the passage of Ordinance 20-20 (Measure F) the voters authorized the increase in the District's appropriations limit in an amount equal to the revenue derived from the special tax.

**RECOMMENDATION:**

Staff recommends the Board consider the information provided and adopt Resolution 26-348 with Exhibit, accepting the 2026-27 Appropriation Limit, setting the limit at \$5,275,011 using the change in population of the County.

**FINANCIAL IMPACT:**

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

**ALTERNATIVES:**

N/A

**ATTACHMENTS:**

Attachment 1 – Appropriation Limit Calculations for FY 2026-27  
Attachment 2 – Resolution 26-348 and Exhibit A



## Resolution Number: 26-348

### A RESOLUTION OF THE ARCATA FIRE PROTECTION DISTRICT BOARD OF DIRECTORS ADOPTING THE APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2026-27

**WHEREAS**, Article XIII B of the Constitution of the State of California as proposed by the Initiative Measure approved by the people at the special statewide election held on November 6, 1979, provides that the total annual appropriations limit of such entity for the prior year adjusted for changes in the cost of living and population except as otherwise specifically provided for in said Articles; and

**WHEREAS**, the State Legislature added Division 9 (commencing with Section 7900) to Title I of the Government Code of the State of California to implement Article XIII B of the California Constitution; and

**WHEREAS**, Section 7910 of the Government Code provides that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the following fiscal year pursuant to Article XIII B at a regularly scheduled meeting or a noticed special meeting and that fifteen days prior to such meeting, documentation used in the determination of the appropriations limit shall be available to the public; and

**WHEREAS**, Section 7902(a) of the Government Code sets forth the method for determining the appropriations limit for each local jurisdiction; and

**WHEREAS**, the qualified voters of the District passed and adopted an Ordinance (Measure F) increasing in the special tax previously levied by the District and further approved, to the extent the additional proceeds from the special tax are in excess of the appropriations limit for the District, as calculated in accordance with the provisions of Article XIII B of the California Constitution and applicable statutory provisions, an increase in the District's spending limit in an amount equal to the revenue derived from the special tax;

**WHEREAS**, the Board of Directors of the Arcata Fire Protection District wishes to establish the appropriations limit for Fiscal Year 2026-27 based on the change in California per capita income as the cost of living adjustment factor and the annual population change for the Fire District as the population adjustment factor, subject to being increased in accordance with Section 7 of Ordinance No. 20-20 (Measure F) to the extent the additional revenues from the special tax exceed the appropriations limit for Fiscal Year 2026-27.

**NOW THEREFORE, BE IT RESOLVED THAT** the Arcata Fire Protection District Board of Directors hereby establishes the fiscal year 2026-27 appropriations limit at **\$4,663,011**. As detailed in the attached Exhibit A, which is hereby made a part 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:  
Nays:  
Abstain:  
Absent: Loudenslager

**DATED:** June 11, 2026

Signed:

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Nicole Johnson, President

Attest:

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Anali Gonzalez, Board Clerk/Secretary

## Exhibit A

### ARTICLE XIII(B) APPROPRIATION OF PROCEEDS OF TAX LIMITATION DETERMINATION 2025-26 WORKSHEET

#### DETERMINATION OF PERMITTED GROWTH RATE IN APPROPRIATIONS 2025-26

PER CAPITA INCOME INCREASE = 3.62  
(May 2025 Annual Price and Population Letter - Dept. of Finance)

CONVERTED TO A FACTOR 1.04

POPULATION INCREASE (HUMBOLDT CO.) = -1.11  
(May 2025 Annual Price and Population Letter - Dept. of Finance)

CONVERTED TO A FACTOR .988

PER CAPITA FACTOR 1.04 X POPULATION FACTOR .988 = ADJUSTMENT FACTOR 1.02

#### CALCULATION

FY 24-25 LIMIT FOR AFPD \$4,663,011 ADJUSTMENT FACTOR X 1.024 = FY 25-26 Appropriations Limit = \$4,663,011



# District Business



**Date:** June 11, 2026  
**To:** Board of Directors, Arcata Fire District  
**From:** Chris Emmons, Fire Chief  
**Subject:** Consider Adoption of the Preliminary Budget for Fiscal Year 2026-27

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**DISCUSSION:**

Pursuant to Health and Safety Code (HSC) § 13890 the District Board shall adopt a preliminary budget, on or before June 30 of each year. If the District Board has not adopted a preliminary budget, the amounts deemed appropriated shall be based on the budget of the preceding year.

Additionally, on or before June 30, the District Board shall publish a notice stating all of the following:

1. That it has adopted a preliminary budget which is available for inspection at a time and place within the District specified in the notice.
2. The date, time, and place when the Board will meet to adopt the final budget that any person may appear and be heard regarding any item in the budget or regarding the addition of other items.

The notice shall be published in at least one newspaper of general circulation in the District and shall be published at least two weeks before the date of the meeting.

Staff has developed a draft preliminary budget for FY 2026-27 based on rollover amounts from the current fiscal year. Staff is also waiting for CalPERS to complete this year's actuaries to determine what the Unfunded Accrued Liability payment will be. It will also allow for increases in insurance premiums to be announced. After July, staff will develop a final draft for the budget.

This draft preliminary budget is based on the following assumptions:

- Property Tax Growth - Static
- District Assessments Collections - Static
- Staffing levels to reflect a three-station operation on a 48/96 schedule
  - Administration (4 FTE) - 1 Fire Chief, 1 Business Manager, 2 Assistant Chiefs (1 currently vacant), 1 Part-time Office Assistant
  - Suppression (18 FTE) - 9 Captains, 9 Engineers
  - Prevention (2 PTE) - 1 part-time Fire Marshal, 1 part-time Inspector
- Health Care Premiums - Static
- PERS Rates – Based on current staffing levels
- PERS UAL payment estimated

**RECOMMENDATION:**

Staff recommends the Board consider the Draft Preliminary Budget for Fiscal Year 2026-27, take public comment, discuss, and

1. Approve the Preliminary Budget for Fiscal Year 2026-27 as presented,
2. Set the Public Hearing for final adoption of the budget at the September 10, 2026, Board Meeting, and
3. Authorize the Board Clerk/Secretary to publish a notice pursuant to HSC § 13893.

**FINANCIAL IMPACT:**

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

**ALTERNATIVES:**

1. Board discretion

**ATTACHMENTS:**

- Attachment 1- Draft Preliminary Budget Summary for FY 2026-27

# FY26-27 Revenues

	Mid-Year FY 25-26	Draft FY 26-27
<b>REVENUE</b>		
<b>TAX REVENUE</b>	<b>\$ 3,814,000</b>	<b>\$ 6,590,000</b>
* 101117 · PROPERTY TAX-CURRENT-SECURED	\$ 3,814,000	\$ 2,694,120
* 102500 · PROPERTY TAX-CURRENT-UNSECURED		\$ 93,258
* 105110 · PROPERTY TAX-PRIOR YEARS-SECURED		\$ 60,100
* 103500 · PROPERTY TAX-PRIOR YEARS-UNSECURED		\$ -
* 800040 · SUPPLEMENTAL TAXES- CURRENT		\$ 12,434
* 105900 · SUPPLEMENTAL TAXES-PRIOR YEAR		\$ 5,181
113100 · STATE TIMBER TAX		\$ 1,074
* 800050 · PROPERTY ASSESSMENTS		\$ 3,724,000
2006 Benefit Assessment		\$ 1,434,000
2020 Special Tax		\$ 2,290,000
<b>USE OF MONEY &amp; PROPERTY</b>	<b>\$ 35,088</b>	<b>\$ 282,000</b>
* 800190 · INTEREST INCOME	\$ 35,088	\$ 282,000
<b>INTERGOVERNMENTAL</b>	<b>\$ 60,756</b>	<b>\$ 40,000</b>
* 525110 · HOMEOWNERS PROP. TAX RELIEF	\$ 60,756	\$ 25,000
800580 · FEDERAL AID IN-LIEU TAX		\$ 1,000.00
800600 · OTHER GOVERNMENT AGENCIES	\$ -	\$ 14,000
800944 · GRANT REVENUE		\$ -
800950 · FIREFIGHTING REIMBURSEMENTS		
<b>CHARGES FOR SERVICES</b>	<b>\$ 33,305</b>	<b>\$ 67,000</b>
* 800155 · PREVENTION FEES	\$ 33,305	\$ 12,000
* 800156 · R1/R2 INSPECTION FEES		\$ 45,000
800700 · OTHER SERVICES		
* 800946 · INCIDENT REVENUE RECOVERY FEES		\$ 10,000
<b>MISCELLANEOUS REVENUES</b>	<b>\$ 168,028</b>	<b>\$ 11,200</b>
800920 · SALE OF FIXED ASSETS	\$ 168,028	\$ 10,000
800940 · OTHER REVENUE		\$ 1,000
800941 · REFUNDS		\$ -
800942 · INCIDENT REPORTS		\$ 200
<b>OTHER FINANCING SOURCES</b>		
	<b>\$ -</b>	<b>\$ 378,000</b>
Transfer-In From Reserve Fund	\$ -	\$ 378,000
Contingency Fund		\$ 378,000
Training Reserve Fund		\$ -
Vehicle Replacement Fund		\$ -
PERS Contingency Fund		\$ -
County Treasury General Fund		\$ -
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 4,111,000</b>	<b>\$ 7,368,000</b>
* apportioned over 12 months		

	Mid Year FY 25/26	Preliminary FY 26/27
<b>EXPENSES</b>		
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>		
5010 · SALARIES AND WAGES	\$1,800,952	\$2,983,000
5020 · RETIREMENT	\$585,001	\$755,000
5030-GROUP INSURANCE	\$736,135	\$1,218,500
5035 · WORKER'S COMPENSATION	\$99,921	\$102,000
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>\$3,222,000</b>	<b>\$5,059,000</b>
<b>SERVICE &amp; SUPPLIES</b>		
5050 · CLOTHING & PERSONAL SUPPLIES	\$27,382	\$50,000
5060 · COMMUNICATIONS	\$21,247	\$44,500
5080 · FOOD	\$2,344	\$3,500
5090 · HOUSEHOLD EXPENSE	\$9,499	\$20,000
5100 · LIABILITY INSURANCE	\$71,196	\$72,000
5120 · MAINTENANCE-EQUIPMENT	\$57,327	\$152,000
5121 · MAINTENANCE-ELECTRONICS	\$10,231	\$14,000
5130 · MAINTENANCE-STRUCTURE	\$8,742	\$44,000
5140 · MEDICAL SUPPLIES	\$797	\$6,500
5150 · MEMBERSHIPS	\$4,486	\$4,000
5160 · MISCELLANEOUS EXPENSE	\$1,114	\$2,500
5170 · OFFICE EXPENSE	\$10,744	\$44,500
5180 · PROFESSIONAL & SPECIAL SERVICES	\$143,698	\$349,000
5190 · PUBLICATIONS & LEGAL NOTICES	\$180	\$1,000
5200 · RENTS & LEASES-EQUIPMENT	\$6,703	\$10,000
5210 · RENT & LEASES - STRUCTURES	\$0	\$0
5230 · SPECIAL DISTRICT EXPENSE	\$21,819	\$207,000
5250 · TRANSPORTATION & TRAVEL	\$41,199	\$100,000
5260 · UTILITIES	\$21,474	\$48,000
5370 · MINOR EQUIPMENT PURCHASE	\$19,861	\$51,000
<b>TOTAL SERVICE &amp; SUPPLIES</b>	<b>\$480,000</b>	<b>\$1,224,000</b>
<b>OTHER EXPENDITURES</b>		
CAPITAL EXPENSE	\$147,453	\$0
DEBT SERVICE	\$771,000	\$503,000
RESERVE FUND TRANSFERS - OUT	\$0	\$662,000
Contingency Fund Transfer	\$200,000	\$200,000
Vehicle Replacement Fund Transfer	\$200,000	\$200,000
PERS Rate Stabilization Fund Transfer	\$261,816	\$261,816
District Building Fund		\$0
<b>TOTAL OTHER EXPENDITURES</b>	<b>\$918,000</b>	<b>\$1,165,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$4,620,000</b>	<b>\$7,448,000</b>
<b>Budget Surplus / (deficit)</b>	<b>(\$509,000)</b>	<b>(\$80,000)</b>

**Date:** June 11, 2026  
**To:** Board of Directors, Arcata Fire District  
**From:** Ross McDonald, Assistant Chief  
**Subject:** Authorization to Purchase Replacement 1¾-Inch Fire Hose

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## RECOMMENDATION

Authorize the expenditure of **\$10,500** from the District's equipment replacement or operating budget to purchase replacement 1¾-inch fire hose and replenish reserve hose inventory pending receipt of grant-funded hose replacement funding.

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## BACKGROUND

As part of the District's annual hose testing program, a significant portion of our existing stock of 1¾-inch attack hose failed required service testing and was removed from service. Following the testing process, the District was left with only a single 50-foot section of replacement 1¾-inch hose available for operational use.

The District's Type 1 engines each carry sixteen (16) lengths of 1¾-inch hose as part of their standard firefighting complement. Maintaining an adequate inventory of replacement hose is critical to ensure apparatus remain fully equipped and ready for emergency response. Any hose damaged or placed out of service during emergency incidents must be replaced immediately to maintain operational readiness.

The District has applied for grant funding to replace its aging inventory of 1¾-inch hose with a newer, more consistent hose product throughout the fleet. If awarded, the grant would fund approximately **\$55,000** in new hose purchases. However, the grant award timeline remains uncertain, and current inventory levels are insufficient to support ongoing operations until the grant-funded replacement project can be completed.

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## DISCUSSION

The requested purchase will provide sufficient hose to replace recently failed sections and rebuild a reserve inventory for emergency operational needs. This purchase will serve as an interim measure to maintain response readiness while the District awaits the outcome of the grant application and subsequent hose replacement project. Failure to replenish the District's hose inventory may result in reduced operational flexibility and the inability to promptly replace damaged or failed hose following

emergency incidents. The district has been in the pending status for the Grant Purchase to the point that the cost of the hose has increased.

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## **FISCAL IMPACT**

The proposed purchase is estimated at **\$10,500**. This expenditure will provide replacement 1¾-inch hose and restore an operational reserve inventory until the grant-funded replacement project is implemented.

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Grant funding would cover about \$2,500 for this purchase.

## **Conclusion**

Maintaining an adequate inventory of serviceable fire hose is essential to firefighter safety and emergency response effectiveness. Approval of this purchase will ensure the District remains operationally ready while awaiting grant funding for a comprehensive hose replacement project.

## **Motion**

Move to authorize the expenditure of \$10,500 for the purchase of replacement 1¾-inch fire hose and reserve inventory replenishment.

## **ATTACHMENTS**

- Purchasing Policy
- Quote for the Grant Purchase

# Purchasing Policy

## 224.1 PURPOSE AND SCOPE

All employees/volunteers are required to follow this policy for all purchases of the Arcata Fire Protection District. All costs should be considered including sales tax, freight, and installation in defining "purchase" price for comparison with the dollar thresholds indicated in this policy.

It is the intent of this policy to ensure that District purchases are cost effective, encourage competition, and follow all applicable laws. Nothing in this policy shall preclude the District from using its own labor resources to complete any project for ordinary upkeep, maintenance, or repairs.

## 224.2 DEFINITIONS

"District's Counsel" shall mean the District's general counsel.

"Board of Directors" or "Board" shall mean the governing board of the Arcata Fire Protection District.

"Contractor" shall mean any person or entity who furnishes materials, equipment or supplies to, or performs any service for the District.

"District" shall mean the Arcata Fire Protection District.

"Professional Services" shall mean those services that require special training, experience, or expertise – as defined as "special services" in Public Contract Code § 20812(a) – including accounting, administration, ambulance, architecture, custodial, economics, engineering, financing, insurance, labor relations, law, maintenance, mechanics, medicine, planning, science, technology, and other services which are incidental to the operation of the District.

"Public works" shall mean a work or improvement for the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement of any kind.

"Purchasing Agent" shall mean the employee of the District tasked with or requesting authority to make a purchase or procure a service.

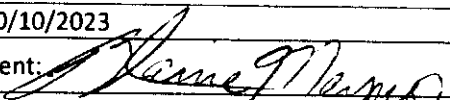

"Purchase Order" shall mean the form constituting written authorization to a vendor to furnish the District with materials, equipment, supplies or services of the kinds and in the amounts specified.

"Services" shall mean non-professional services to be provided by contract.

## 224.3 STANDARDS OF CONDUCT

### 224.3.1 Duty to Disclose

District employees shall not be involved in any purchasing decisions, tasks, or procedures (including participation in initiation, award, or administration of a contract) in which they or persons related to them have a real or apparent conflict of interest, as more particularly defined in section B below. In

Approved: 10/10/2023	Revised: District Counsel 2023
Board President: 	Fire Chief: 

cases when there may be such conflict of interest, employees have the responsibility to report in writing such conflict to the Fire Chief or Assistant Chief. Failure to make such disclosure is grounds for discipline.

#### **224.3.2 Conflict of Interest**

The Board has adopted a Conflict-of-Interest Code, under which certain designated employees are required to disclose economic interests and are prohibited from participating in decisions which may have an effect on their financial interests. The terms and requirements of the Conflict-of-Interest Code are incorporated into this Purchasing Policy.

For purposes of these Purchasing Policy Standards of Conduct, it is further required that no employee, officer, or agent of the District shall participate in procedures, tasks, or decisions relative to initiation, award, or administration of a contract if a conflict of interest, real or apparent, exists. Such a conflict of interest arises when: 1) the employee, officer or agent; 2) any member of his or her immediate family; 3) his or her business associate; or 4) any organization which employs, or which is about to employ, any of the above, has a financial or other interest in a firm that participates in a District bidding process or that is selected for an award. The standards governing the determination as to whether such an interest exists are set forth in sections 1090, 1091 and 1091.5 of the California Government Code.

#### **224.3.3 Gratuities and Contingency Fees**

No director, officer, employee, or agent of the District shall knowingly solicit, accept, or agree to accept gratuities or favors in connection with actual or potential procurement and contracting activities.

#### **224.3.4 Confidential Information**

No District employee shall use confidential information for his or her actual, anticipated, or apparent personal gain, or for the actual, anticipated, or apparent personal gain of any person related to such employee as such relationship is defined in section B above. "Confidential Information" is defined to include any proprietary, privileged, or nonpublic information, coming to the employee's attention as a result of employment by the District, the knowledge of which makes financial gain possible.

#### **224.3.5 Discipline for Violation**

The violation of any of these standards will subject the employee to disciplinary proceedings or action deemed appropriate by the District, up to and including dismissal.

### **224.4 PURCHASING OF SUPPLIES, EQUIPMENT, AND SERVICES**

#### **224.4.1 LOCAL PURCHASES \$0.00 - \$500.00 (NO PURCHASE ORDER REQUIRED)**

An invoice or receipt that has been approved by the appropriate supervisor and indicates budgetary account number/s, shall be given to the District Secretary. Local purchases are defined as those purchases made within the District service boundaries or Humboldt County region. Any purchases outside these defined areas are not considered local purchases.

#### **224.4.2 NON-LOCAL PURCHASES \$0.00 - \$1000.00**

A purchase order is required for all non-local purchases. A purchase order, which has the applicable budgeted funds available to it, shall be created and approved by a Chief Officer prior to the order being placed.

ARCATA FIRE DISTRICT  
POLICY MANUAL

*Exemptions*

*The following purchases are exempted from the competitive bidding requirements:*

- Purchase of services (excluding new construction, alteration, maintenance, or repair services). Also, if service is a substantial or critical portion of an article purchase, other methods of solicitation may be considered including but not limited to bid award based upon best value or solicitations which consider other cost, quality, or service factors.
- Purchase of commodities or services of (utilities) light, water, power, heat, transportation, telephone service or other means of communication, or means for the disposition of garbage, sewage, or refuse matter.
- When contracting with suppliers awarded State of California price schedules, commodity contracts, master agreements, cooperative agreements, and other types of agreements that leverage the state's buying power (for goods, information technology, and services).

In any of the following instances, the requirements of bidding may be dispensed with if decided by the Board of Directors:

- When the item (merchandise or service) can be obtained from only one source;
- When the item is required or is economically preferable to match or be compatible with other furnishings, materials, or equipment presently on hand and the purchase is made from the manufacturer or supplier who supplied other such furnishings, materials, or equipment;
- When the item has been standardized by the District and can be purchased from only one source or is purchased from the original manufacturer or supplier.
- When the Board of Directors determines that due to special circumstances, it is in the District's best interest to purchase an item or enter into a contract without compliance with the bidding procedures i.e., competitive proposals would not be useful, would not produce an advantage or would be undesirable, impractical, or impossible.
- When all bids are considered unsatisfactory or excessive and are rejected by the Board of Directors by a two-thirds vote (PCC 20206.1), the District may do any necessary work and make necessary expenditures in lieu of contracting for the proposed work.
- When the Board of Directors declares an emergency by a four-fifths vote (PCC 22050), after finding that conditions will not permit a delay resulting from a competitive solicitation for bids. All actions thereafter taken will be reported to the Board until the emergency action is terminated (at the earliest possible date that conditions warrant).

**224.4.6 ADDITIONAL CONSIDERATIONS**

All purchases of computer hardware and software will be coordinated with the Information Systems Department per the Personal Computer Policy.

**224.4.7 EXCEPTIONS TO PURCHASE ORDERS**

To maintain efficiency, a requisition or purchase order is not required for the following:

- Radio/Newspaper/Media Publication or Advertising commitments under \$1000
- General Fees from the District's Attorney
- Customer Refunds (Requires a completed Refund Request form)
- Debt Service Payments
- Freight Charges
- Bulk Fuels
- Insurance Premiums and Insurance and Other Claim Payments
- Laboratory Testing
- Continuing Rent or Lease/Purchase Payments
- Tax, Mitigation, Permit, Operating or other Government Fees
- Payroll Tax, Deduction or Benefit Payments
- Board Authorized Real Property Purchases
- Purchasing Card Purchases
- On-Site Repair or Service Jobs under \$1000
- Administered Safety Supplies (i.e., safety shoes, first aid supplies)
- Service Contracts less than \$1000 annually, and service contract renewals
- Subscriptions (Employee name or title should appear on all mailing labels)
- Travel Expenses (Requires a Request for Travel Expense Claim form)

#### **224.5 PROFESSIONAL SERVICES AGREEMENTS**

Professional services shall normally first be identified in the annual budget prior to the District engaging a service provider. Contracting oversight is the responsibility of the Fire Chief or Assistant Chief, who shall determine the availability of budgeted funds for any professional service. If the professional service or project served by the professional service is not funded through the annual budget, or if there are insufficient funds in the annual budget for the work required, the Board of Directors must approve funding in conjunction with award of the contract.

Professional service contracts should utilize the standard contracting forms maintained by the District and approved by the District's Attorney and the Fire Chief unless the form has been reviewed by the District's Attorney and approved by Board of Directors. When an Request for Proposals ("RFP") is issued by the District, it shall include, at minimum, a general description of the scope of work, the date that responses shall be considered, a copy of the contract form to be executed by the vendor/contractor awarded the contract, the time in which the project must be completed, requirements concerning coordination with other entities, other information which may be useful in preparation of a proposal, and evaluation criteria specifically tailored to the project. Such evaluation criteria shall include but not be limited to the consultant's proven experience and competence, understanding of the scope of work, financial ability, and resources to perform the work, willingness to cooperate with District staff and proposed method for assuring timely and acceptable performance and management of the work. The RFP shall identify all significant evaluation criteria, including price or cost when required, and their relative importance. In addition, resumés of the consultant's staff may be required. The draft RFP shall be submitted to the District's Attorney for review prior to its issuance.

If funds are not budgeted for the professional service, the Board of Directors must approve funding prior to entering into an agreement for the service. Agreements for professional services for which there is funding in the annual budget shall be procured according to the following methods:

If the cost of the service is less than \$25,000, the Fire Chief may engage a vendor directly or issue an RFP.

If the cost is \$25,000 or more, the Board of Directors shall approve the RFP.

Note: For purposes of the foregoing thresholds, if a professional service is to be provided for multiple years, the dollar value of the work for purposes of determining the proper procurement method should be the full cost/compensation to be paid for the professional service over a three-year period.

#### **224.6 GENERAL EXCEPTION TO POLICY**

Nothing in this policy shall prevent the Fire Chief from ordering any action necessary and appropriate to respond to sudden, unexpected occurrences that pose a clear and imminent danger requiring immediate action to prevent, or mitigate the loss or impairment of life, health, property, and essential public services. Any such purchase shall be reported to the Board at the next regular meeting.

#### **224.7 MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS**

In accordance with 2 C.F.R. § 200.321, The District shall take affirmative steps assure that minority businesses, women's business enterprises, and labor surplus area firms are used when practicable. The affirmative steps the District shall take include: (1) placing qualified small and minority businesses and women's business enterprises on maintained solicitation lists; (2) assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources; (3) dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises; (4) establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; (5) using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and (6) requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in items (1) through (5) of this section.

#### **224.8 CONFLICT WITH LAWS**

If any portion of this policy is in conflict with rules, regulations or legislation having authority over the District, said rules, regulations or legislation shall prevail.

**224.4.3 PURCHASES \$1000.01 - \$5000.00**

A purchase order is required for all non-local purchases and for all local purchases over \$1000. To purchase items costing more than \$1000.01 and up to \$5000.00, quotes will be solicited from vendors and received by telephone, fax, email, or mail, preferably from three or more sources, prior to selecting a preferred supplier and processing a purchase order. A purchase order, which has the applicable budgeted funds available to it, shall be created and approved by the Fire Chief prior to the order being placed. Purchase orders must be accompanied by written estimates from the three or more sources. If solicited by phone, the verbal estimate will be written down by the person making the phone call indicating the vendor, item, and price.

**224.4.4 PURCHASES \$5000.01 - \$10,000.00**

A purchase order is required, and quotes will be solicited from vendors and received by telephone, fax, email, or mail, preferably from three or more sources, prior to selecting a preferred supplier and processing a purchase order. An order shall be approved the Fire Chief prior to the order being placed. If the item being purchased is unbudgeted, the Board of Directors must also approve the purchase.

**224.4.5 PURCHASES EXCEEDING \$10,000**

District staff will obtain a minimum of three (3) competitive quotes (if available) or follow formal public bidding/competitive procedures when required and as outlined in the Public Contract Code, including the requirements set forth in Section 20813 governing public works projects; and all purchases shall be approved by the Board of Directors. Participating in, matching other government, or purchasing coalition contracts, which have recently been competitively awarded, qualifies as having met the formal public competitive requirement if approved by the Fire Chief and District Counsel.

**Formal Bidding Procedures:** For budgeted capital outlay purchases or unbudgeted purchases, the Fire Chief or designee will request authorization to advertise for bids from the Board of Directors.

The person responsible for the purchase will complete specifications for the item/s to be bid.

The Fire Chief will review all Request for Proposal (RFP) or other solicitation documents before publication and conduct all bidding procedures except for those that are conducted by the outside consulting firms.

Those bids opened by the Fire Chief will be evaluated with the assistance of the person responsible for the purchase, prior to submitting the bid results to the Board of Directors for consideration of award.

**Note:** Any changes which increase the cost of a formally bid public works project must also be approved by the Board of Directors.



# 0414 Arcata FD Key Quote 2

PDF - 158 KB



12328 Lower Azusa Road  
Arcadia, CA 91006  
(626) 652-0900

2613 Barrington Court  
Hayward, CA 94545  
(510) 887-6295

## SALES QUOTE

AFD041426-2

Written By  
John Murphy

Bill To: Arcata Fire Department  
2149 Central Avenue  
Mckinleyville, CA 95519

Ship To: Same  
Attn:Russell Kadle

Phone:

Email:

Date		Date Required	Cust. Order #	Tax Exempt #	Terms	F.O.B.	Salesperson	Ship Via	
4/14/2026			<b>Quote</b>		Net 30	Destination	Bunker	Drop Ship	
Quantity	U/M	AllStar Cost	Description				Price	Amount	
112	EA		Key <b>DP17-100S</b> COMBAT SNIPER 1.75" x 50 Attack Hose Double Jacket Through-the-Weave Hose Priced with Aluminum Couplings <b>Color: Clear Coat</b> <b>Stenciling: TBD</b>				299.07	33,495.84	
89	EA		Key <b>DP25-TRU</b> TRU-ID 2.5" x 50 Double Jacket Fire Hose All-Polyester, Rubber Lined, Priced with Aluminum Couplings <b>Color: Yellow</b> <b>Stenciling: TBD</b>				279.77	24,899.53	
			<b>Vendor:</b>	<b>P. O. #</b>					
						Subtotal		\$58,395.37	
						Sales Tax	8.750%	\$5,109.59	
						Freight		\$0.00	
						<b>Total</b>		\$63,504.96	



Open in M365 Copilot



**Date:** June 11, 2026  
**To:** Board of Directors, Arcata Fire District  
**From:** Chris Emmons, Fire Chief  
**Subject:** Award of Contract - Arcata Station Exterior Painting Project

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## RECOMMENDATION

Staff recommends that the Board of Directors award the contract for the Arcata Station Exterior Painting Project located at 631 9th Street, Arcata, California, to Empire Painting in the amount of \$33,640.00 and authorize the Fire Chief to execute the contract and related documents.

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## BACKGROUND

The Arcata Fire District solicited competitive bids for exterior painting services for the station located at 631 9th Street, Arcata, California. The project includes exterior painting of stucco surfaces, wood and stucco trim, porch areas, surface preparation, cleaning, crack repair, application of Peel Bond primer where required, and application of two coats of paint. The project is required to be completed by September 30, 2026.

A mandatory project walk-through was conducted on March 19, 2026. Bid proposals were due on May 1, 2026.

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## PROCUREMENT PROCESS

The District publicly advertised the project and invited qualified commercial painting contractors to submit proposals. Contractors were required to provide information regarding experience, licensing, insurance, warranty, staging plans, project availability, and paint specifications.

A total of 6 bids were received.

### BID RESULTS

Contractor A: \$33,640.00

Contractor B: \$22,850.00

Contractor C: \$22,222.22

## EVALUATION

Staff reviewed the submitted proposals for responsiveness to the solicitation requirements, contractor qualifications, project experience, proposed materials, scheduling, warranty provisions, and overall ability to perform the work.

Based upon this review, staff determined that Empire Painting of Redding submitted the most responsive and responsible proposal and demonstrated the qualifications necessary to successfully complete the project.

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## FISCAL IMPACT

The proposed contract amount is \$33,640.00 and will be funded from Account No. 5130 Maintenance Building and Grounds. Sufficient funds are available within the approved budget.

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## ATTACHMENTS

- 1. Copy of the solicitation**
- 2. Bid tabulation sheet**
- 3. All bids**

# ARCATA FIRE DISTRICT

Invitation to bid on exterior painting for Arcata Fire District Station  
located at 631 9<sup>th</sup> Street, Arcata Ca. 95521.

You are invited to bid on the painting of: Exterior painting of Arcata Fire District Station at 631 9<sup>th</sup> Street, Arcata Ca. 95521. We will be hosting a walk around of the project on March 19<sup>th</sup>, 2026 at 631 9<sup>th</sup> Street Arcata Ca. 95521.

Areas that need painting – Complete exterior of building including stucco, wood and stucco trim (wood trim needs extensive prep and Peel Bond), porch area. Metal flashing is excluded. Specific requirements: The painting company will be required to clean, prep, repair/fill cracks in stucco prior to paint.

Paint colors- Match Arcata Fire District Station at 2149 Central Ave. McKinleyville Ca. ( Benjamin Moore Cliffside Gray HC-180 Body 1, Benjamin Moore Platinum Gray HC-179 Body 2, Benjamin Moore Charcoal Slate HC-178 Trim, Benjamin Moore Smoldering Red 2007-10 Trim Band.)

Number of paint coats \_\_\_\_2\_\_\_\_

Project should be completed by: September 30<sup>th</sup> 2026

Please include the following in your proposal / bid to us:

- The number of years you've been in the commercial painting business
- A copy of all professional licenses, certifications.
- A copy of liability insurance policy, and workers comp. insurance.
- Your warranty on workmanship
- Your plan on staging the project in the least disruptive way
- Your availability to meet the above deadline
- Exact brand and grade of paint to be used on the project (i.e. "Sherwin Williams Resilience" not "Sherwin Williams")

Please submit your bid no later than May 1<sup>st</sup> 2026 to [bjohnson@arcatafire.org](mailto:bjohnson@arcatafire.org)



# ARCATA FIRE PROTECTION DISTRICT

## BID TABULATION SHEET

**Project:**

Arcata Fire District Station Exterior Painting Project  
631 9th Street, Arcata, CA 95521

**Bid Opening Date:** \_\_\_\_\_ 6/8/2026

Bidder	Bid Amount	Addenda Acknowledged (if applicable)	Notes
Empire Painting	\$33,640		
Aiden's Quality Painting Inc.	\$22,850.00		
All Star Painting Inc.	\$22,222.22		
Affordable Quality Painting Services Inc.	\$67,000.00		
CMA Painting Inc	\$71,000.00		
Renaissance Painting Co.	\$115,849.00		

**Bid Opening Conducted By:** Chris Emmons, Fire Chief

**Witnessed By:** Ross McDonald, Assistant Chief and Anali Gonzalez, Board Secretary



**EMPIRE PAINTING**

1930 Shelby Road Redding, CA 96008  
(530)691-4165 Office/Fax (530)744-4804 Cell  
Contractor License #830325

Arcata Fire Station  
631 9<sup>th</sup> Street  
Arcata, CA 95521  
[bjohnson@arcatafire.org](mailto:bjohnson@arcatafire.org)

March 26, 2026

The following is a bid to furnish all material, labor and workmanship on the project as listed below.

**DESCRIPTION OF PROJECT AND SCOPE OF WORK TO BE DONE**

The following bid is for the complete painting of the Arcata District fire station. The exterior of the building is made mainly of stucco accented by wood and stucco trimwork with the upper story portion with the wood siding. All painted surfaces will get two finish coats of paint along with primer where needed. First coat will be sprayed and the second coat will be sprayed and backrolled, to insure a solid uniform finish. The building is in poor shape with the most apparent problems listed below.

- ① Grain split cracked wood on trim and siding.
- ② Loose and peeling paint
- ③ Numerous cracks in stucco body and stucco trimwork.

**PREPARATION FOR PROJECT AND WORK TO BE DONE**

- ① Powerwash complete exterior prior to painting.
- ② Sand and scrape all loose peeling paint.
- ③ Caulk all trimwork where needed.
- ④ Elastomeric patch on stucco cracks.
- ⑤ Prime all bare and prepared areas with appropriate primers.
- ⑥ Mask and cover all areas not to be painted.

**PRODUCT AND COLORS FOR PROJECT**

Follow paint scheme provided to Empire Painting  
Products to be determined.

**NOT INCLUDED:**

- Anodized windows and doors
- Prefabricated grey metal
- Wrought Iron fences

**WARRANTY ON PROJECT LISTED**

6 years on all work performed by Empire Painting.  
References- upon request

**LENGTH OF PROJECT**

5-6 days with a 3-4 person team

**COST FOR PREPARATION AND PAINT OF PROJECT LISTED ABOVE**

For the project as listed above..... **TOTAL**                    **\$33,640.00**

Thank you for choosing Empire Painting for all your painting needs.

Sincerely,

*Steve Dietrick*

Steve Dietrick  
Owner / Contractor



ALL STAR PAINTING KD INC.  
17448 Lawrence Way, Grass Valley,  
CA 95949  
Roman Demin(916)218-2455  
Oleg Kovalev(916)410-1008  
LIC# 1102242/C-16/D41  
Cage# 9JFN2  
DIR# 2000004221

## PROPOSAL

Date: 04/30/2026  
To: Bjohson@arcatafire.org  
For: Arcata Fire District  
Address: 631 9th street,  
Arcata CA. 95521

# Commercial Painting Proposal: Arcata Fire District Station

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## 1. Executive Summary

We are pleased to submit our proposal for the exterior painting of the Arcata Fire District Station. Our team is prepared to deliver a high-quality finish that adheres to your specific color requirements and rigorous surface preparation standards. We commit to completing this project by the **September 30th, 2026** deadline.

## 2. Scope of Work

As specified in the RFP, our services will include:

- **Full Exterior Painting:** Covering all stucco, wood, and stucco trim, including the porch area.
- **Exclusions:** Metal flashing will not be painted.
- **Preparation & Repair:**
  - Thorough cleaning and surface preparation.
  - Repairing and filling of all cracks in stucco.
  - Extensive preparation of wood trim, including the application of **Peel Bond**.
- **Application:** Two (2) full coats of paint for all designated areas.

## 3. Product & Color Specifications

To match the Arcata Fire District Station at 2149 Central Ave, we will utilize the following

- **Body 1:** Cliffside Gray HC-180
- **Body 2:** Platinum Gray HC-179
- **Trim:** Charcoal Slate HC-178
- **Trim Band:** Smoldering Red 2007-10

**Paint Grade:** Sherwin Williams Super Paint or Sherwin Williams Resilience.

#### 4. Staging & Execution Plan

To ensure the least disruptive environment for the station's daily operations and emergency response capabilities, our staging plan includes the following:

- **Emergency Access Priority:** We will maintain clear, unobstructed paths for all emergency vehicles and personnel at all times, ensuring that our equipment and staging areas do not impede the Arcata Fire District's rapid response.
- **Phased Progression:** The project will be divided into specific zones (e.g., individual sides of the building or the porch area), allowing us to concentrate work in one area while leaving others fully accessible.
- **Equipment Management:** All ladders, scaffolding, and materials will be secured and neatly organized at the end of each shift to maintain a professional and safe environment for station staff.
- **Public and Personnel Safety:** We will utilize clearly marked barriers and signage during the cleaning and prep phases to protect the stucco and wood surfaces—and anyone nearby—from debris.
- **Timeline Adherence:** Work will be scheduled during optimal hours to ensure the project remains on track for the **September 30th, 2026** completion date while minimizing noise and activity during high-traffic periods.

#### 5. Qualifications & Requirements

- **Experience:** 15 years in the commercial painting business.
- **Warranty:** We provide a One year warranty on all workmanship.
- **Documentation Attached:**
  - Professional licenses and certifications.
  - General liability insurance policy.
  - Workers' compensation insurance.

#### 6. Project Pricing & Terms


The total bid price submitted includes all **labor, materials, and expenses** necessary to complete the project in a professional and workmanlike manner. This encompasses:

- All specialized preparation materials (e.g., Peel Bond for wood trim).
- Specified Sherwin Williams paint products.
- Professional labor for a two-coat application.
- All staging and safety equipment required for the site.

TOTAL PRICE: **\$22,222.22**

## **6. Submission**

This bid is submitted in accordance with the **May 1st, 2026, 5:00 PM** deadline. We remain available for further discussion or a site walkthrough if required.

Authorized Signature:   
Company Name: All Star Painting KD Inc.

Renaissance Painting Co.  
 125 U St  
 Eureka, CA 95501 US  
 info@rphum.com



# Estimate

**ADDRESS**

Sean Champbell  
 Arcata Fire District  
 2149 Central Ave  
 McKinleyville, CA 95519

**SHIP TO**

Sean Champbell  
 Arcata Fire District  
 2149 Central Ave  
 McKinleyville, CA 95519

ESTIMATE # 1643

DATE 04/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Commercial Painting</b>	Repainting of Arcata Fire Station 631 9th St.:	1	115,849.00	115,849.00
		*Pressure wash			
		*Repair stucco			
		*Caulk as needed on all cracks and areas needing seal			
		*Sand and scrape loose paint on wood trim and siding			
		*Sand and rust prime as needed on metal downspouts or any other metals to be painted (Excluding metal flashing)			
		*Prime areas of stucco patching with masonry primer			
		*Prime all wood with oil based primer			
		*Brush and roll 2 coats of PPG Permacrete masonry paint to color scheme			
		*Paint 2 coats finish on wood siding by brush and roll 2 coats with PPG Permanizer paint			
		*Brush all trim with PPG Permanizer 2 coats			
		*Clean up			
	<b>Commercial Painting</b>	We plan on working complete prep to finish paint on North and South sides first. We will have to plan accordingly with painting around roll up doors for the trucks and engines. A 45 foot boom lift will be used to accomplish this so we can work	1	0.00	0.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
------	----------	-------------	-----	------	--------

above a door with being able to let the vehicles leave as needed.  
 After the North and South sides are complete we will start on the East and west sides (except up on the roof and the balcony those can be done as a whole unite).  
 The work will be accomplished with a scissor lift, boom lift and various ladders. No spraying will be done do to overspray and wind concerns with traffic and parking.  
 Communication will be necessary to not restrict any function of the station and fire house.

Renaissance Painting has been in business since 1978.

The job can be started as soon as we have a good dew point for proper paint curing. The job will be finished by requested date and should take 1 month to complete. Included in the estimate is a porta potty that would be placed in the parking lot.

Color draw downs will be submitted upon approval before doing any finish painting.

Please note that this estimate is valid for 60 days from the date provided. This is due to the current fluctuations and rising costs associated with both supplies and labor.

SUBTOTAL	115,849.00
TAX	0.00
<b>TOTAL</b>	<b>\$115,849.00</b>

Accepted By

Accepted Date

Aiden's Quality Painting Inc  
400 Reed St, Suite 95, Santa Clara 95050  
[www.aidensqualitypainting.com](http://www.aidensqualitypainting.com)



April, 30 /2026

**Subject: Proposal Submission – PM - 26 - 011**

**Project: Arcata Fire District Station**

Aiden's Quality Painting is pleased to submit our proposal for the exterior painting of the Arcata Fire District Station located at 631 9th Street, Arcata, CA.

We understand the importance of maintaining full operational readiness in an active emergency response facility. Our team has structured a detailed project approach specifically designed to minimize disruption while ensuring a high-quality, long-lasting finish. From phased execution to strict site control and daily coordination with station personnel, our focus is to complete this project safely, efficiently, and with minimal impact to ongoing operations.

Our proposal includes comprehensive surface preparation, including extensive wood trim preparation with Peel Bond primer, proper crack repair in stucco, and the application of premium exterior coatings from Sherwin Williams Resilience to meet the specified color requirements. We are committed to delivering a durable and professional result that aligns with the standards expected for a public safety facility.

Aiden's Quality Painting is fully licensed and insured in the State of California, with experience in both residential and commercial exterior painting projects. We take pride in our workmanship, reliability, and attention to detail.

We confirm our availability to complete this project within the required timeline and are prepared to allocate the necessary manpower and resources to ensure completion prior to September 30, 2026.

Thank you for the opportunity to bid on this project. We look forward to the possibility of working with you.

Aiden's Quality Painting Inc  
400 Reed St, Suite 95, Santa Clara 95050  
[www.aidensqualitypainting.com](http://www.aidensqualitypainting.com)



**Company Information:**

**Company Name:** Aiden's Quality Painting

**Address:** 400 Reed St, Suite 95 Santa Clara CA 95050

**Phone:** 408 314 1830

**Email:** [clara@aidensqualitypainting.com](mailto:clara@aidensqualitypainting.com)

**Website:** [www.aidensqualitypainting.com](http://www.aidensqualitypainting.com)

**California Contractor License:** C-33 992655

**DIR Registration:** 1001001194

[clara@aidensqualitypainting.com](mailto:clara@aidensqualitypainting.com)

Respectfully,

**CLARA TAPIA**

**CFO**

**Aiden's Quality Painting Inc.**

## Exterior Painting Proposal

**Project:** Arcata Fire District Station

**Address:** 631 9th Street, Arcata, CA 95521

### Scope of Work

#### Included

- Pressure wash entire exterior to remove dirt, mildew, and contaminants
- Scrape, sand, and remove all loose or failing paint
- Extensive preparation of wood trim, including application of Peel Bond primer where required
- Repair and fill cracks in stucco surfaces prior to painting
- Caulk all gaps, joints, and penetrations at windows, doors, and trim
- Spot prime all bare surfaces and repaired areas
- Paint all exterior surfaces including:
  - Stucco walls
  - Wood and stucco trim
  - Trim bands and architectural features
  - Porch area
  - Exterior doors and frames
- Apply 2 finish coats to all specified surfaces
- Mask and protect all adjacent surfaces including:
  - Windows and glazing
  - Concrete and asphalt
  - Fencing and surrounding areas
- Daily cleanup and final jobsite cleanup

#### Excluded

- Metal flashing (per specifications)
- Major stucco repair or structural damage
- Hazardous material abatement (lead, asbestos, etc.)
- Roofing or waterproofing systems

### Coating System

- Body Colors: Benjamin Moore Cliffside Gray HC-180 and Platinum Gray HC-179
- Trim: Benjamin Moore Charcoal Slate HC-178
- Trim Band: Benjamin Moore Smoldering Red 2007-10
- Paint Product: Sherwin Williams Resilience
- Primer:

Peel Bond Primer (for wood trim requiring extensive prep) + appropriate masonry/stucco primers as needed

### Project Staging Plan (Least Disruptive Execution)

Aiden's Quality Painting will complete this project using a phased approach to ensure continuous fire station operations:

- Work divided into building elevations, completing one section at a time
- All apparatus bay doors and emergency access routes remain fully clear at all times
- No materials or equipment will block drive lanes or entry points
- Crew trained to immediately clear work areas during emergency dispatch
- Work near high-traffic areas (porch, entries) scheduled during coordinated time windows
- Designated staging area established away from operational zones
- Daily communication with station personnel to align work with operations
- Full cleanup and access restoration at the end of each workday

### Availability & Schedule Commitment

Start date to be scheduled upon award.

Project will be completed on or before September 30, 2026, weather permitting.

Crew size and resources will be adjusted as needed to meet schedule.

Aiden's Quality Painting Inc  
400 Reed St, Suite 95, Santa Clara 95050  
[www.aidensqualitypainting.com](http://www.aidensqualitypainting.com)



### Company Qualifications

- Aiden's Quality Painting has 15 years of experience in residential and commercial painting
  - Experienced in exterior repaint projects requiring detailed preparation and multi-coat systems
  - Licensed painting contractor in the State of California - C33 - 992655

### Insurance

- General Liability Insurance – Active
- Workers' Compensation Insurance – Active
- All required documentation available upon request or included with submission

### Warranty

- 2-Year Workmanship Warranty covering application defects
- Does not include substrate failure or conditions beyond contractor control

### Project Cost

**Total: \$22,850.00** (Includes labor, materials, equipment, and all necessary work)



AIDEQUA-01

JOHNNYALVAREZ

**CERTIFICATE OF LIABILITY INSURANCE**DATE (MM/DD/YYYY)  
2/25/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> NFP Property & Casualty Services, Inc. 3620 American River Drive Suite 125 Sacramento, CA 95864	<b>CONTACT NAME:</b> ai.sac@nfp.com <b>PHONE (A/C, No, Ext):</b> (916) 361-9585 <b>E-MAIL ADDRESS:</b>	<b>FAX (A/C, No):</b> (916) 361-9821													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td><b>INSURER A : U.S. Specialty Insurance Company</b></td> <td><b>29599</b></td> </tr> <tr> <td><b>INSURER B : California Automobile Insurance Company</b></td> <td><b>38342</b></td> </tr> <tr> <td><b>INSURER C :</b></td> <td></td> </tr> <tr> <td><b>INSURER D :</b></td> <td></td> </tr> <tr> <td><b>INSURER E :</b></td> <td></td> </tr> <tr> <td><b>INSURER F :</b></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	<b>INSURER A : U.S. Specialty Insurance Company</b>	<b>29599</b>	<b>INSURER B : California Automobile Insurance Company</b>	<b>38342</b>	<b>INSURER C :</b>		<b>INSURER D :</b>		<b>INSURER E :</b>		<b>INSURER F :</b>
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<b>INSURER E :</b>															
<b>INSURER F :</b>															

<b>INSURED</b> Aiden's Quality Painting Inc 1400 Coleman Ave. Suite B22 Santa Clara, CA 95050
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**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	X	U25AC82485-11	6/18/2025	6/18/2026	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 2,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	X	X	BA040000087395	2/9/2026	2/9/2027	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A	Property			U25AC82485-11	6/18/2025	6/18/2026	Tools	5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 [REDACTED] ITS CITY COUNCIL, COMMISSIONS, OFFICERS, EMPLOYEES, AGENTS, AND VOLUNTEERS ARE NAMED AS ADDITIONAL INSUREDS AS REQUIRED BY WRITTEN CONTRACT. COVERAGE IS PRIMARY AND NON-CONTRIBUTORY AND WAIVER OF SUBROGATION APPLIES WITH RESPECT TO THE GENERAL LIABILITY, AND AUTO POLICIES PER THE CONDITIONS OF THE ATTACHED FORMS: CG 20 10 07 04, CG 20 37 07 04, HCS 040 06 10 13, HCS 040 02 11 12, MCAA20480711, MCA04440913.  
 30-DAY NOTICE OF CANCELLATION (EXCEPT 10 DAY NOTICE OF CANCELLATION FOR NON-PAYMENT)

**CERTIFICATE HOLDER****CANCELLATION**

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE JOHNNY ALVAREZ

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
<p>Any person or organization for whom you are performing operations during the policy period when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy.</p>	
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations
<p>Any person or organization, when you and such parties have agreed in writing in a contract or agreement pertaining to "your work" performed during the policy period. This additional insured coverage does not apply to "excluded residential construction". "Excluded residential construction" means:</p> <ul style="list-style-type: none"> <li>a) the ground-up construction of any building whose units will be individually owned and titled; and,</li> <li>b) "your work" performed on the conversion of any building into a condominium or townhome.</li> </ul>	
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>	

**Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**PRIMARY AND NONCONTRIBUTORY AND BLANKET  
WAIVER OF SUBROGATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

**A. PRIMARY AND NON-CONTRIBUTORY TO  
OTHER INSURANCE**

With respect to any person or organization that is an additional insured under this Coverage Part, the following is added to paragraph 4. of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:**

If you have agreed in writing in a contract or agreement that this insurance is primary and non-contributory relative to an additional insured's own insurance, then this insurance is primary and we will not seek contribution from that other insurance. For the purpose of this endorsement, the additional insured's own insurance means insurance on which the additional insured is a Named Insured.

When this endorsement is attached to the policy it supersedes all other insurance conditions within.

**B. WAIVER OF SUBROGATION – BLANKET**

Under **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, The Transfer Of Rights Of Recovery Against Others To Us Condition** is amended by the addition of the following:

We waive any right of recovery we may have against any person or organization because of payments we make for injury or damage arising out of:

- a. Your ongoing operations; or
- b. "Your work" included in the "products-completed operations hazard".

However, this waiver applies only when you have agreed in writing to waive such rights of recovery in a contract or agreement, and only if the contract or agreement:

- a. Is in effect or becomes effective during the term of this policy; and
- b. Was executed prior to loss.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **GENERAL AGGREGATE LIMIT PER PROJECT WITH AN OVERALL GENERAL AGGREGATE LIMIT**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

### **SCHEDULE**

**Designated Construction Project(s): All Projects**

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. For all sums which the insured becomes legally obligated to pay as damages caused by more than one "occurrence" under Section I – Coverage A, and for all medical expenses caused by accidents under Section I – Coverage C, which can be attributed only to ongoing operations at a single designated construction project shown in the Schedule above:
1. A separate Designated Construction Project General Aggregate Limit applies to each designated construction project, and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations. Subject to the application of the General Aggregate Limit to each of your projects, the maximum amount we will pay under the General Aggregate Limit for all claims arising from all projects is **\$10,000,000.00**.
  2. The Designated Construction Project General Aggregate Limit is the most we will pay for the sum of all damages under Coverage A, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under Coverage C regardless of the number of:
    - a. Insureds;
    - b. Claims made or "suits" brought; or
    - c. Persons or organizations making claims or bringing "suits".
  3. Any payments made under Coverage A for damages or under Coverage C for medical expenses shall reduce the Designated Construction Project General Aggregate Limit for that designated construction project. Such payments shall not reduce the General Aggregate Limit shown in the Declarations nor shall they reduce any other Designated Construction Project General Aggregate Limit for any other designated construction project shown in the Schedule above.
  4. The limits shown in the Declarations for Each Occurrence, Damage To Premises Rented To You and Medical Expense continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Designated Construction Project General Aggregate Limit.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **EXCLUSION – PRIOR COMPLETED AND ABANDONED WORK**

This endorsement modifies insurance provided under the following:

### **COMMERCIAL GENERAL LIABILITY COVERAGE PART**

- A. The following is added to SECTION I – COVERAGES, - COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions:**

This insurance does not apply to:

1. "Bodily injury" or "property damage" arising out of "your work" completed or "abandoned" prior to the earliest inception of continuous coverage with us.

- B. Paragraph 16.a.(2) of SECTION V – DEFINITIONS is deleted in its entirety and replaced by the following:**

- (2) Work that has not yet been completed or abandoned. However, "your work" will be deemed completed at the earliest of the following times:

- (a) When all of the work called for in your contract has been completed.
- (b) When all of the work to be done at the job site has been completed if your contract calls for work at more than one job site.
- (c) When that part of the work done at a job site has been put to its intended use by any person or organization.

Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.

- C. The following is added to SECTION V – DEFINITIONS:**

"Abandoned" means a project on which you have stopped work or upon which you have not provided labor, materials or services for 60 days.

**ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED**

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **BLANKET ADDITIONAL INSURED**

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM  
MOTOR CARRIER COVERAGE FORM  
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

The following is added to the **Section II – Liability Coverage, Paragraph A.1. Who Is An Insured Provision:**

Any person or organization that you are required to include as additional insured on the Coverage Form in a written contract or agreement that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period is an "insured" for Liability Coverage, but only for damages to which this insurance applies and only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Section II.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **BLANKET WAIVER OF SUBROGATION**

This endorsement modifies insurance provided under the following:

### **BUSINESS AUTO COVERAGE FORM**

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

SECTION IV – BUSINESS AUTO CONDITIONS, A. Loss Conditions, 5. Transfer of Rights Of Recovery Against Others To Us, the following is added:

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of the operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **Mercury Business Auto Broadening Endorsement**

This endorsement modifies insurance provided under the following:

### **BUSINESS AUTO COVERAGE FORM**

- I. NEWLY ACQUIRED OR FORMED ENTITY (BROAD FORM NAMED INSURED)
- II. EMPLOYEES AS INSUREDS
- III. SUPPLEMENTARY PAYMENTS
- IV. ADDITIONAL TRANSPORTATION EXPENSE
- V. ACCIDENTAL AIRBAG DEPLOYMENT COVERAGE
- VI. GLASS REPAIR – DEDUCTIBLE WAIVER
- VII. TWO OR MORE DEDUCTIBLES
- VIII. AMENDED DUTIES IN EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS
- IX. UNINTENTIONAL ERROR, OMISSION, OR FAILURE TO DISCLOSE HAZARDS
- X. PRIMARY AND NONCONTRIBUTORY IF REQUIRED BY CONTRACT
- XI. BODILY INJURY REDEFINED TO INCLUDE RESULTANT MENTAL ANGUISH
- XII. PERSONAL EFFECTS COVERAGE
- XIII. LOSS OF USE EXPENSES
- XIV. DEVICES DESIGNED FOR USE WITH AUDIO, VISUAL OR DATA ELECTRONIC EQUIPMENT
- XV. PHYSICAL DAMAGE DEDUCTIBLE – VEHICLE TRACKING SYSTEM
- XVI. CHAINS, TARPS, AND BINDERS COVERAGE

# BUSINESS AUTO COVERAGE FORM

- I. NEWLY ACQUIRED OR FORMED ENTITY (Broad Form Named Insured)**  
**SECTION II – COVERED AUTOS LIABILITY COVERAGE, A. Coverage, 1. Who Is An Insured, the following is added:**  
Any business entity newly acquired or formed by you during the policy period provided you own 50% or more of the business entity and the business entity is not separately insured for Business Auto Coverage. Coverage is extended up to a maximum of 180 days following acquisition or formation of the business entity. Coverage under this provision is afforded only until the end of the policy period. Coverage does not apply to an “accident” which occurred before you acquired or formed the organization.
- II. EMPLOYEES AS INSUREDS**  
**SECTION II – COVERED AUTOS LIABILITY COVERAGE, A. COVERAGE, 1. Who Is An Insured, the following is added:**  
Any “employee” of yours is an “insured” while using a “covered auto” you do not “own”, lease, hire, rent, or borrow, which is used in connection with your business.
- III. SUPPLEMENTARY PAYMENTS**  
**SECTION II – COVERED AUTOS LIABILITY COVERAGE, A. Coverage, 3. Coverage Extensions, a. Supplementary Payments, Subparagraphs (2) and (4) are replaced by the following:**  
(2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an “accident” we cover. We are not obligated to furnish these bonds.  
(4) All reasonable expenses incurred by the “insured” at our request, including actual loss of earnings up to \$500 a day because of time off from work.
- IV. ADDITIONAL TRANSPORTATION EXPENSE**  
**SECTION III - PHYSICAL DAMAGE COVERAGE, A. Coverage, 2. Coverage Extensions, a. Transportation Expenses, is amended by:**  
Replacing \$20 per day with \$50 per day, and the \$600 maximum with \$1,000 maximum. If your business shown in the “Declarations” is other than an auto dealership, we will also pay up to \$1,000 for reasonable and necessary costs incurred by you to return a stolen “covered auto” from the place where it is recovered to its usual garaging location.
- V. ACCIDENTAL AIRBAG DEPLOYMENT COVERAGE**  
**SECTION III - PHYSICAL DAMAGE COVERAGE, B. Exclusions, 3.a., is amended to add the following:**  
This exclusion does not apply to the accidental discharge of an airbag.
- VI. GLASS REPAIR – DEDUCTIBLE WAIVER**  
**SECTION III - PHYSICAL DAMAGE COVERAGE, D. Deductible, the following is added:**  
No deductible applies to glass damage if the glass is repaired rather than replaced.

**VII. TWO OR MORE DEDUCTIBLES**

**SECTION III -PHYSICAL DAMAGE COVERAGE, D. Deductible**, the following is added:

If two or more "company" policies or coverage forms apply to the same accident:

1. If the applicable Business Auto deductible is the smallest, it will be waived; or
2. If the applicable Business Auto deductible is not the smallest, it will be reduced by the amount of the smallest deductible; or
3. If the loss involves two or more Business Auto coverage forms or policies the smallest deductible will be waived.

For the purpose of this endorsement "company" means the company providing this insurance and any of the affiliated members of the Mercury Insurance Group of companies.

**VIII. AMENDED DUTIES IN EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS**

The requirement in **SECTION IV, BUSINESS AUTO CONDITIONS, A. Loss Conditions, 2. Duties In The Event Of Accident, Claim, Suit, Or Loss, a.**, In the event of "accident", you must notify us of an "accident" applies only when the "accident" is known to:

- (1) You, if you are an individual;
- (2) A partner, if you are a partnership;
- (3) A member, if you are a limited liability company; or
- (4) An executive officer or insurance manager, if you are a corporation.

**IX. UNINTENTIONAL ERROR, OMISSION, OR FAILURE TO DISCLOSE HAZARDS**

**SECTION IV - BUSINESS AUTO CONDITIONS, B. General Conditions, 2. Concealment, Misrepresentation, or Fraud**, the following is added:

Any unintentional omission of or error in information given by you, or unintentional failure to disclose all exposures or hazards existing as of the effective date or at any time during the policy period shall not invalidate or adversely affect the coverage for such exposure or hazard or prejudice your rights under this insurance. However, you must report the undisclosed exposure or hazard to us as soon as reasonably possible after its discovery. This provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

**X. PRIMARY AND NONCONTRIBUTORY IF REQUIRED BY CONTRACT**

**SECTION IV – BUSINESS AUTO CONDITIONS, B. General Conditions, 5. Other Insurance**, the following is added and supersedes any provision to the contrary:

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and
- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

**XI. BODILY INJURY REDEFINED TO INCLUDE RESULTANT MENTAL ANGUISH**

**SECTION V – DEFINITIONS, D. "Bodily Injury"** is amended by adding the following:

"Bodily injury" also includes mental anguish but only when the mental anguish arises from other bodily injury, sickness, or disease.

**XII. PERSONAL EFFECTS COVERAGE**

**SECTION III – PHYSICAL DAMAGE COVERAGE, A. Coverage, 2. Coverage Extensions**, the following is added:

**Personal Effects**

We will pay up to \$500 for "loss" to personal effects which:

- (1) Are owned by you or a driver listed in the "Declarations"; and
- (2) Are in or on a "covered auto" at the time of "loss".

This coverage applies only in the event of a total theft of a "covered auto". No additional deductible applies to the coverage. Tapes, records, discs or other similar devices used with audio, visual or data electronic equipment are not considered personal effects.

**XIII. LOSS OF USE EXPENSES**

If you pay the premium for Hired Auto Physical Damage, we will pay expenses for which you become legally responsible to pay for loss of use of an "auto" due to "loss" or "accident" covered by Hired Auto Physical Damage. However, the most we will pay for any expenses for loss of use is \$20 per day, to a maximum of \$600. The insurance provided by this provision is excess over any other collectible insurance.

**XIV. DEVICES DESIGNED FOR USE WITH AUDIO, VISUAL OR DATA ELECTRONIC EQUIPMENT**

**SECTION III – PHYSICAL DAMAGE COVERAGE, B. Exclusions, 4.a.**, is replaced by the following:

- a. Under Comprehensive Coverage we will pay up to \$200 for "loss" to tapes, records, discs or other similar audio, visual, data electronic devices designed for use with audio, visual or data electronic equipment. We will pay only if the tapes, records, discs or other similar audio, visual or data electronic devices designed for use with audio, visual or data electronic equipment:

- (1) Are your property or that of a driver listed in the "Declarations"; and
- (2) Are in a "covered auto" at the time of "loss".

This coverage applies only in the event of a total theft of a "covered auto". No additional deductible applies to this coverage.

**XV. PHYSICAL DAMAGE DEDUCTIBLE – VEHICLE TRACKING SYSTEM**

**SECTION III – PHYSICAL DAMAGE COVERAGE, D. Deductible**, is amended by adding the following:

Any Comprehensive Deductible shown in the "Declarations" will be reduced by 50% for any "loss" caused by theft if the "covered auto" is equipped with a vehicle tracking device such as a radio tracking device or a global position device and that device was the method of recovery of that "covered auto" by the "insured" or law enforcement.

**XVI. CHAINS, TARPS, AND BINDERS COVERAGE**

**SECTION III – PHYSICAL DAMAGE COVERAGE, C. Limits Of Insurance**, the following is added:

The most we will pay for the "loss" to chains, tarpaulins, binders, and cargo securing devices will be \$500.

The chains, tarpaulins, or cargo securing devices must be in or on the "covered auto" at the time of "loss".



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/09/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Automatic Data Processing Insurance Agency, Inc.		<b>CONTACT NAME:</b> Automatic Data Processing Insurance Agency, Inc.	
1 Adp Boulevard Roseland NJ 07068		<b>PHONE (A/C, No, Ext):</b> 1-800-524-7024	<b>FAX (A/C, No):</b>
<b>INSURED</b> Aldens Quality Painting Inc		<b>INSURER(S) AFFORDING COVERAGE</b>	
1400 Coleman Ave		<b>INSURER A:</b> EastGuard Insurance Company	<b>NAIC #</b> 14702
Santa Clara CA 950504309		<b>INSURER B:</b>	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER:** 4835352 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$	
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$	
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Y	AIWC714649	02/18/2026	02/16/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

This certificate has a blanket Waiver of Subrogation for the following state(s) :CA

**CERTIFICATE HOLDER****CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Henry M. Mui*

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STATE OF CALIFORNIA



DEPARTMENT OF CONSUMER AFFAIRS

**CONTRACTORS  
STATE LICENSE BOARD  
ACTIVE LICENSE**



License Number **992655**

Entity **CORP**

Business Name **AIDEN'S QUALITY PAINTING INC**

Classification(s) **C33**

Expiration Date **02/28/2027**

[www.cslb.ca.gov](http://www.cslb.ca.gov)



## PROPOSAL

<b>FROM:</b> Affordable Quality Painting Services Inc. 12289 Canyonlands Dr Rancho Cordova CA 95742 Tel. (916)947-4947 CSLB License No.1117306	<b>DATE:</b> 04/30/2026
<b>TO:</b> bjohnson@arcatafire.org	<b>JOB NAME &amp; LOCATION:</b> Exterior Painting for Arcata Fire District Station located at 631 9 <sup>th</sup> Street, Arcata Ca. 95521.
We hereby submit specifications and estimates for the following	
<p><b>1. PROJECT MOBILIZATION &amp; SITE PROTECTION</b></p> <p>Prior to beginning work, our team will coordinate scheduling with district representatives to ensure the project is staged efficiently and safely. We will mobilize all necessary manpower, tools, ladders, scaffolding, lifts, and materials required for completion.</p> <p>We will protect all adjacent surfaces, walkways, landscaping, windows, doors, apparatus access points, and non-painted items using masking materials, drop cloths, plastic coverings, and other protective measures.</p> <p>Safety barriers and cones will be installed where necessary to maintain public and staff safety throughout the duration of the project.</p>	
<p><b>2. SURFACE CLEANING &amp; PREPARATION</b></p> <p>Proper preparation is critical to a long-lasting coating system. All exterior surfaces will be thoroughly cleaned to remove dirt, chalking, mildew, loose debris, and contaminants. This may include low-pressure washing and hand cleaning methods appropriate for each substrate.</p> <p>Loose, peeling, blistered, or failing paint will be scraped, sanded, and feathered smooth to create a sound surface for repainting.</p>	
<p><b>3. STUCCO REPAIRS &amp; CRACK TREATMENT</b></p> <p>All visible cracks, minor voids, and surface defects in stucco areas will be opened, cleaned, and repaired using compatible exterior patching compounds or elastomeric crack fillers.</p> <p>Repairs will be allowed proper cure time, then sanded or blended as needed to maintain a consistent finish appearance.</p>	
<p><b>4. WOOD TRIM RESTORATION &amp; PRIMING</b></p>	

All wood trim requiring extensive preparation will be carefully inspected and addressed. Loose coatings will be removed, rough areas sanded smooth, and weathered wood stabilized.

Peel Bond or equivalent high-build bonding primer will be applied to deteriorated wood trim surfaces where required to seal and unify compromised substrates before finish coating.

Spot priming of bare wood, patched areas, and repaired surfaces will be completed as necessary.

#### **5. CAULKING & SEALANT MAINTENANCE**

Gaps at joints, penetrations, trim transitions, and other open seams that may allow moisture intrusion will be recaulked using premium exterior-grade flexible sealant where appropriate.

This helps improve appearance, weather resistance, and coating longevity.

#### **6. FINISH COATING APPLICATION**

Following preparation and priming, two full finish coats will be applied to all designated surfaces in accordance with manufacturer specifications.

Colors will be matched to the approved Arcata Fire District palette:

- Benjamin Moore Cliffside Gray HC-180
- Benjamin Moore Platinum Gray HC-179
- Benjamin Moore Charcoal Slate HC-178
- Benjamin Moore Smoldering Red 2007-10

Coatings will be applied by brush, roll, and spray/back-roll methods as appropriate to each surface for uniform coverage and durability.

#### **7. DAILY CLEANUP & OPERATIONAL CONSIDERATION**

Because this is an active fire station, we will stage the project in phases to minimize disruption to emergency operations. Access points, bay doors, walkways, and critical apparatus routes will remain clear or coordinated in advance with station personnel.

At the end of each workday, all materials, equipment, and debris will be cleaned and secured to maintain a safe and orderly jobsite.

#### **8. FINAL INSPECTION & PROJECT CLOSEOUT**

Upon completion, a full quality-control walkthrough will be performed to inspect coverage, lines, repairs, and overall workmanship.

Any touch-ups or punch-list items identified by ownership will be promptly addressed. The project will then be turned over clean, complete, and ready for service.

Commitment to Quality

Our objective is to provide Arcata Fire District with a durable, professional-grade exterior coating system that enhances appearance, protects the building envelope, and reflects the pride of the community it serves.

We appreciate your consideration and look forward to the opportunity to complete this project.

We hereby propose to furnish labor, materials, all too, and equipment to complete the job in accordance with the above specifications for the amount of \$67,000.00.

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accident, or delays beyond our control. This proposal is subject to acceptance within 30 days and it is void thereafter at the option of the undersigned.

Authorized Signature: \_\_\_\_\_

Acceptance of Proposal

The above prices, specifications, and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

ACCEPTED:

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

**CMA PAINTING INC**

Marios Iakovou | CEO  
License No. 1064139 | DIR No. 1000727594  
1510 Virginia St., Berkeley, CA 94703  
Phone: (415) 240-2930

**COMMERCIAL PAINTING PROPOSAL**

**Project:** Arcata Fire District Station – Exterior Painting  
**Location:** 631 9th Street, Arcata, CA 95521  
**Client:** Arcata Fire District

**1. Company Overview**

CMA Painting Inc is a California-licensed General and C-33 Painting Contractor specializing in commercial and public works painting projects across the state.  
Years in Business: 6+ years (established 2019)  
EPA Lead-Safe Certified | DIR Registered | SB Certified

**2. Scope of Work**

Complete exterior painting including stucco, wood trim, stucco trim, and porch areas. Metal flashing excluded.

**3. Surface Preparation**

Pressure washing, scraping, sanding, Peel Bond on wood, stucco crack repair, caulking, priming.

**4. Coating System**

Paint System: Sherwin-Williams SuperPaint Exterior  
Colors per specification  
Two finish coats applied

**5. Project Execution**

Phased approach to minimize disruption, maintain fire station operations, daily cleanup.

**6. Schedule**

Completion on or before September 30, 2026.

**7. Insurance & Licensing**

General Liability ,Workers compensation, Auto insurance and Pollution insurance

**8. Warranty**

1-Year Labor Warranty on workmanship.

**9. Pricing**

Total Contract Amount: \$       \$71,000      

**Submitted By:**  
Marios Iakovou  
CEO, CMA Painting Inc

*Marios I*

**Date:** June 11, 2026  
**To:** Board of Directors, Arcata Fire District  
**From:** Chris Emmons, Fire Chief  
**Subject:** 2026 Biennial Review of Conflict of Interest Code

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## RECOMMENDATION

Review the District's Conflict of Interest Code as part of the required 2026 biennial review process and provide direction regarding whether amendments are necessary

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## BACKGROUND

The Humboldt County Office of Elections & Voter Registration office issued a notice dated May 7, 2026, regarding the required biennial review of local agency Conflict of Interest Codes. The notice was addressed to the Arcata Fire Protection District and states that local government agencies are required under the Political Reform Act to review their Conflict of Interest Codes every two years to determine whether revisions are necessary.

The notice establishes a response deadline of August 7, 2026.

The materials state that a Conflict of Interest Code must contain:

- Terms of the code;
- Designated positions; and
- Disclosure categories.

The materials further state that revisions to a district's Conflict of Interest Code do not become effective until approved by the Humboldt County Board of Supervisors.

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## DISCUSSION

The biennial review materials provided by the Humboldt County Office of Elections & Voter Registration outline the following considerations when determining whether amendments are necessary:

- Whether the current code is more than five years old;
- Whether there have been substantial organizational changes since adoption;
- Whether positions have been eliminated or renamed;
- Whether new positions have been added; and
- Whether there have been substantial changes in duties or responsibilities of designated positions.

The materials also provide procedural steps depending on whether revisions are determined to be necessary.

If revisions are necessary, the materials indicate the District must:

1. Review the existing Conflict of Interest Code;
2. Draft proposed revisions;
3. Complete the biennial notice form; and
4. Return the biennial notice form and proposed revisions to the Office of Elections.

If revisions are not necessary, the materials indicate the District must:

1. Review the existing Conflict of Interest Code;
2. Complete the biennial notice form; and
3. Return the biennial notice form to the Office of Elections.

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## Operational Impact

The submitted materials indicate the District is required to complete the biennial review process and return the required notice materials to the Humboldt County Office of Elections by August 7, 2026.

No additional operational impacts were provided.

## Legal / Policy Considerations

The materials state that local agencies are required to review their Conflict of Interest Codes at least every even-numbered year.

## Attachments

- Arcata Fire District Biennial Notice for Conflict of Interest Code
- Attachment 1: Should You Amend Your Agency's Conflict of Interest Code?
- Attachment 2: Conflict of Interest Code Changes
- 2026 Local Agency Biennial Notice Form

## Suggested Motion

Move to review the District's Conflict of Interest Code and direct staff to complete and submit the required 2026 Biennial Notice materials to the Humboldt County Office of Elections & Voter Registration.



COUNTY OF HUMBOLDT  
Office of Elections & Voter Registration

2426 6<sup>th</sup> Street  
Eureka, CA 95501-0788  
707-445-7481  
Fax 707-445-7204

TO: Arcata Fire Protection District  
2149 Central Ave  
McKinleyville, CA 95519

FROM: Wojtek Czyz, Administrative Analyst

DATE: May 7, 2026

SUBJECT: 2026 Biennial Notice for Conflict of Interest Code

RECEIVED  
MAY 18 2026  
Arcata Fire District

## RESPONSE DEADLINE: AUGUST 7, 2026

The Political Reform Act requires local government agencies to review their Conflict of Interest code every two years and determine if revisions to the code are necessary. Any necessary revisions must be reviewed and approved by the Humboldt County Board of Supervisors. The Office of Elections assists in this process by receiving districts' materials and presenting proposed revisions to Board of Supervisors for approval. **Districts must complete and return the enclosed 2026 Local Agency Biennial Notice form to the Office of Elections no later than August 7, 2026.** Please feel free to contact the Humboldt County Office of Elections at 707-445-7481 with questions.

### Required Components for Conflict of Interest Code

A local government agency's Conflict of Interest Code must contain three components: (1) terms of the code; (2) designated positions, and (3) disclosure categories. Each component is briefly defined below. Additional information about required components can be found at the Fair Political Practices Commission (FPPC) website: <https://www.fppc.ca.gov/learn/rules-on-conflict-of-interest-codes.html>

1. Incorporation (Terms of the Code): Terms of the Code include provisions that govern local government agencies' decisions, such as how financial interests are reported and where financial statements are held. The FPPC recommends that agencies incorporate FPPC Regulation 18730 by reference because these terms can be quite complex and Regulation 18730 contains all of these provisions. Regulation 18730 can be found on the FPPC's website at <https://www.fppc.ca.gov/the-law/fppc-regulations/regulations-index.html>
2. List of Designated Positions: A Conflict of Interest Code must list all positions that participate in the decision-making process where financial interests may exist, such as voting, negotiating contracts, or making recommendations on district-related matters.
3. Disclosure categories. Disclosure categories describe different types of financial interests based on job descriptions. Higher-level district positions that have a broader

range of job duties will have increased disclosure requirements compared to district positions with limited job duties.

### **When Conflict of Interest Code Revisions are Necessary**

- Step 1:** District board reviews its Conflict of Interest Code and determines revisions are necessary because of changes in state law or district circumstances (see **Attachment 1: Should You Amend Your Agency's Conflict of Interest Code?**).
- Step 2:** District board drafts proposed revisions to its Conflict of Interest Code (see **Attachment 2: Conflict of Interest Code Changes**). Contact the Office of Elections for additional information about how the changes should be presented for review.
- Step 3:** District board completes biennial notice form.
- Step 4:** District board returns biennial notice form and proposed code revisions to the Office of Elections.

**NOTE:** Revisions to a district's Conflict of Interest Code do not go into effect until they have been approved by the Humboldt County Board of Supervisors.

### **When Conflict of Interest Code Revisions are NOT Necessary**

- Step 1:** District board reviews its Conflict of Interest Code and determines no changes are necessary (see **Attachment 1: Should You Amend Your Agency's Conflict of Interest Code?**).
- Step 2:** District board completes biennial notice form
- Step 3:** District board returns biennial notice form to the Office of Elections.

### **Enclosed:**

**2026 Local Agency Biennial Notice**

**Attachment 1: Should You Amend Your Agency's Conflict of Interest Code?**

**Attachment 2: Conflict of Interest Code Changes**

## CONFLICT OF INTEREST CODE CHANGES

### MATERIALS NEEDED FROM AGENCY MAKING A CHANGE

- Send the Elections Office the entire code showing amendments in ~~strikeout~~ (of old text) and underscore (of new text) format
- In a transmittal letter, discuss areas of change and manner of resolution. Please include
  - Written explanation of all changes
  - Duty statements of newly-designated positions
  - Organization chart of agency
  - Declaration of agency CEO or Board President
  - Minutes of a recent meeting (to show who is involved in decisions)
  - A list of all boards and commissions within the agency, if applicable

### STRIKEOUT/UNDERScore AND WRITTEN EXPLANATION EXAMPLE

A.	<del>Outreach Services</del> Community Services	
	1. Community Services Director	2
	2. <u>Community Services Manager</u>	3
	<del>2. Community Services Assistant Manager</del>	3
	3. Cultural Services Manager	4
	<del>4. Senior Recreation Supervisor</del>	4

Comments:

Outreach Services become Community Services.  
The Community Services Assistant Manager was reclassified to  
Community Services Manager.

# 2026 Local Agency Biennial Notice

Name of Agency: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone No. \_\_\_\_\_

Email: \_\_\_\_\_ Alternate Email: \_\_\_\_\_

**Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.**

This agency has reviewed its conflict of interest code and has determined that *(check one BOX)*:

**An amendment is required. The following amendments are necessary:**

*(Check all that apply.)*

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other *(describe)* \_\_\_\_\_

**The code is currently under review by the code reviewing body.**

**No amendment is required.** (If your code is over five years old, amendments may be necessary.)

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## Verification (to be completed if no amendment is required)

*This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.*

\_\_\_\_\_  
*Signature of Chief Executive Officer*

\_\_\_\_\_  
*Date*

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2026**, or by the date specified by your agency, if earlier, to:

*(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)*

**PLEASE DO NOT RETURN THIS FORM TO THE FPPC.**



# CALIFORNIA Fair Political Practices Commission

## Should you Amend Your Agency's Conflict of Interest Code?

A local agency's conflict of interest code must reflect the current structure of the organization and properly identify officials and employees who should be filing Statements of Economic Interests ([Form 700](#)). A code tells public officials, governmental employees, and consultants what financial interests must be disclosed on the Form 700. It helps provide transparency in local government as required under the Political Reform Act.

### Biennial Review of Conflict of Interest Codes

To ensure conflict of interest codes remain current and accurate, each local agency is required to review its code at least every even-numbered year. The agency should receive a Biennial Notice as a reminder of this obligation from its code reviewing body.

### The Local Agency Biennial Notice is not forwarded to the FPPC.

The County Board of Supervisors is the code reviewing body for county agencies and the code reviewing body for city agencies is the City Council.

When determining whether to amend, an agency should carefully review its current conflict of interest code and consider the following:

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the current code was adopted?
- Have any positions been eliminated or renamed since the current code was adopted?
- Have any new positions been added since the current code was adopted?
- Have there been any substantial changes in duties or responsibilities for any positions since the current code was adopted?

The resources on the FPPC website provide guidance to local agencies about amending codes. The information is categorized based on the jurisdiction of the agency. If you answered yes to any of the above questions, your agency's conflict of interest code will likely need to be amended. Each district must complete the enclosed Biennial Notice and return it to their reviewing body. The code reviewing body will provide further instructions on the code amendment and approval process.

### Statutory Authority

Government Code Sections 87302, 87302.6, 87303, 87306, 87306.5, 87307, 87309, 87310, 87311, and 87314.



# CONFLICT OF INTEREST CODE

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Approved by Resolution 22-268  
August 9, 2022

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## **Section 1. Introduction**

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

## **Section 2. Definition of Terms**

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

## **Section 3. Designated Employees**

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

## **Section 4. Disclosure Statements**

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

## **Section 5. Place of Filing**

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

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

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

## **Section 6. Time of Filing**

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

### **Assuming Office Statements**

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

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

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

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

## **Section 7. Contents of Statements**

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

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

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

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

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

## **Section 8. Manner of Reporting**

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

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

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

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

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

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

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

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

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

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

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

## **Section 9. Prohibition on Receipt of Honoraria**

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

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

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

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

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

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

### **Section 11. Loans to Public Officials**

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

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

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

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

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

This section shall not apply to the following:

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

## **Section 12. Loan Terms**

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

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

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

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

## **Section 13. Personal Loans**

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

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

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

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

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

## **Section 14. Disqualification**

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

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

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

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

### **Section 15. Manner of Disqualification**

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

## Appendix A

### Designated Positions

### Disclosure Categories

Members of the Board of Directors

All

Fire Chief

All

Assistant Chiefs

All

Business Manager

All

Fire Marshal

All

## Appendix B

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

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

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

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

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

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

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

Schedule D – Income; Gifts

Schedule E – Travel Payments, Advances, and Reimbursements

**Date:** June 11, 2026  
**To:** Board of Directors, Arcata Fire District  
**From:** Anali Gonzalez, Business Manager  
**Subject:** Consideration of Vote for Humboldt LAFCo Independent Special District Election

## RECOMMENDATION

Discuss and provide direction regarding the District's vote in the Humboldt Local Agency Formation Commission (LAFCo) Independent Special District Election for the Regular Special District Member seat.

---

## BACKGROUND

The Humboldt Local Agency Formation Commission (LAFCo) has initiated the election process to fill one Regular Special District Member position and one Alternate Special District Member position whose current terms expire on June 30, 2026. Due to the anticipated inability to convene a quorum of representatives from the county's independent special districts, the election is being conducted by mail ballot pursuant to Government Code Section 56332.

A nomination period was held through May 1, 2026, during which two nominations were received for the Regular Special District Member seat. No nominations were received for the Alternate Member seat.

The candidates for the Regular Special District Member position are:

- **Meghan Ryan**, Manila Community Services District
- **David Couch**, McKinleyville Community Services District

According to LAFCo, the candidate receiving the highest number of votes will serve as the Regular Special District Member, and the candidate receiving the second-highest number of votes will serve as the Alternate Special District Member. The term of office will begin July 1, 2026, and expire June 30, 2030.

---

## DISCUSSION

The Board may choose to discuss the qualifications and experience of the candidates and provide direction regarding the District's vote. Formal Board action is not required under Government Code Section 56332(f); however, districts may elect to confirm their selection through action of their governing board.

The completed ballot must be signed by the District's presiding officer (or authorized alternate) and returned to Humboldt LAFCo no later than **5:00 p.m. on June 26, 2026.**

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## **FISCAL IMPACT:**

There is no fiscal impact associated with participation in this election.

### **Conclusion**

Staff recommends adoption of the Designation of Applicant's Agent Resolution (OES-FPD-130) to satisfy Cal OES application requirements and preserve the District's eligibility for CDAA reimbursement related to the 2026 Arcata Fire.

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## **ATTACHMENTS**

- Humboldt LAFCo Official Ballot - Independent Special District Election
- Humboldt LAFCo Election Information Memorandum dated May 8, 2026



# HUMBOLDT

Local Agency Formation Commission

670 9<sup>th</sup> Street, Suite 202, Arcata, CA 95521  
(707) 445-7508 / (707) 825-9181 fax  
www.humboldtlafo.org

RECEIVED  
MAY 11 2026  
Arcata Fire District

Date: May 8, 2026  
To: Board of Directors of Independent Special Districts  
From: Colette Santsche, Executive Officer  
Subject: **OFFICIAL BALLOT – Independent Special District Election**

The term of office for one (1) regular and one (1) alternate special district member on LAFCo expires on June 30, 2026. All terms are four years and end on June 30. There are no term limits.

### Current Special District Terms

Designation	Current Member	Term of Office (ends on June 30)
Regular Member	Heidi Benzonelli, Humboldt Community Services District	2024 - 2028
Regular Member	Troy Nicolini, Peninsula Community Services District	2022 - 2026
Alternate Member	David Couch, McKinleyville Community Services District	2022 - 2026

The basic process for selecting special district members to LAFCo is set forth in Government Code Section 56332, which provides for a meeting to be convened among representatives from each of the 48 independent special districts in Humboldt County, unless the Executive Officer determines that a meeting is not feasible. Based on Government Code Section 56332, it has been determined that a meeting of this "Independent Special District Selection Committee" for the purpose of selecting special district members is not feasible due to the likelihood that a quorum would not be achieved. As such, both the nominating process and the election itself will be conducted by mail on behalf of the Independent Special District Selection Committee by the LAFCo Executive Officer.

**Previously, a request for nominations was sent on March 11, 2026, which provided the opportunity for the presiding officer of each independent special district to nominate candidates to fill the special district member vacancies.** The nomination period ended on May 1, 2026.

Two nominations were received, both for the regular special district member seat. Enclosed is an official ballot for the regular special district member seat. **The candidate receiving the highest number of votes will serve as the regular special district member, and the candidate receiving the second-highest number of votes will serve as the alternate special district member.** Terms begin on July 1, 2026 and expire June 30, 2030.

Please mark selection directly onto the ballot, voting for no more than one (1) candidate. Formal board action to vote for a candidate is not required under Government Code Section 56332(f); however, districts may choose to confirm selections through action of their governing board. **Ballots must be returned to LAFCo, 670 9th Street, Suite 202, Arcata, CA 95521 or emailed to [amber@humboldtlafo.org](mailto:amber@humboldtlafo.org) on or before 5:00 p.m. on June 26, 2026.**

Your district is encouraged to participate in this election process. For an election to be valid, at least a quorum of the special districts must submit valid ballots. There are 49 independent special districts, therefore a majority vote constitutes 25. Any nomination and ballot received by the Executive Officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the Executive Officer shall extend the date to submit ballots by 60 days and notify all districts of the extension.

Please contact LAFCo staff at [amber@humboldtlafo.org](mailto:amber@humboldtlafo.org) (preferred) or call (707) 445-7508 with any questions.

### Election Schedule

LAFCo call for nominations letter emailed & mailed	Wednesday, March 11, 2026
Nominations due to LAFCo	By 5:00 p.m., Friday, May 1, 2026
Ballots mailed from LAFCo via certified mail	No later than Friday, May 8, 2026
<b>Election Day – Ballots due to LAFCo</b>	<b>By 5:00 p.m., Friday, June 26, 2026</b>
Election results mailed from LAFCo	No later than Friday, July 3, 2026

### Independent Special Districts

- |   |  |
|---|--|
| <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> <br/> <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> <li>Garberville Sanitary District</li> <li>Resort Improvement District No. 1</li> </ul> | <ul style="list-style-type: none"> <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>Salmon Creek Fire Protection District</li> <li>Telegraph Ridge Fire Protection District</li> <li>Willow Creek Fire Protection District</li> <br/> <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> |
|---|--|



**OFFICIAL BALLOT**  
**INDEPENDENT SPECIAL DISTRICT ELECTION**  
**REGULAR MEMBER**

Mark selection directly onto the ballot, voting for no more than one (1) candidate. Formal board action to vote for a candidate is not required under Government Code Section 56332(f); however, districts may choose to confirm selections through action of their governing board.

The candidate with the highest number of votes will serve as the regular special district member and the candidate receiving the second-highest number of votes will serve as alternate special district member. Ballots must be returned to the LAFCo office at 670 9<sup>th</sup> Street, Suite 202, Arcata, CA 95521 or emailed to [amber@humboldtlafo.org](mailto:amber@humboldtlafo.org) on or before 5:00 p.m. on June 26, 2026.

Please vote for one of the following candidates for REGULAR special district member:

- MEGHAN RYAN**  
District Affiliation: Manila Community Services District
  
- DAVID COUCH**  
District Affiliation: McKinleyville Community Services District

**VOTING DISTRICT AUTHORIZATION**

Name of Voting District: \_\_\_\_\_

District Address: \_\_\_\_\_

District Phone Number: \_\_\_\_\_

Printed Name of Presiding Officer: \_\_\_\_\_

Signature of Presiding Officer: \_\_\_\_\_

*(Signature Required<sup>1</sup>)*


<sup>1</sup> All ballots must be signed by the district's presiding officer or the presiding officer's alternate as designated by the governing body. If an alternate has been designated by the governing body pursuant to Government Code Section 56332(f), documentation of the designation (e.g., meeting minutes or minute order) may be included.

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## REMINDER - Humboldt LAFCo Special District Ballot

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**From** Amber Chung <amber@humboldtlafo.org>  
**Date** Thu 5/28/2026 10:24 AM  
**To** Amber Chung <amber@humboldtlafo.org>  
**Cc** Colette Santsche <colette@humboldtlafo.org>

 1 attachment (167 KB)  
Regular SD Member Ballot\_2026.pdf;

External (amber@humboldtlafo.org)

[Graymail](#) [Spam](#) [Phish](#) [More...](#) [FAQ](#) [Protection by INKY](#)

Hello,

This email is a reminder to please complete and return your ballot for LAFCo's special district member election. **Ballots are due by 5:00 p.m. on June 26, 2026, and may be submitted via email or physical mail.** For an election to be valid, at least a quorum of the special districts (at least 25) must submit valid ballots. To date, we have received three ballots.

Please note, formal board action to vote for a candidate is not required under Government Code Section 56332(f); however, districts may choose to confirm selections through action of their governing board. Ballots were mailed to each of the 49 special districts on May 8th via certified mail; ballots are also attached to this email for your reference. Each district may only vote once.

If you have any questions, please reach out to either me or Executive Officer Santsche (cc'ed).

Thank you for your participation in this process,  
Amber

**Amber Chung**  
Clerk / Administrator  
(707) 445-7508



**Date:** June 11, 2026  
**To:** Board of Directors, Fire District  
**From:** Chris Emmons, Fire Chief  
**Subject:** Government Relations Discussion

---

**DISCUSSION:**

At the February Board of Directors meeting, the Board requested to place a “government relations” item on future agendas to allow for discussion of ongoing items that impact the Arcata Fire District, such as community projects, relationships with other government entities, and future planning topics.

**RECOMMENDATION:**

Staff recommends that the Board consider the information provided, take public comment, and discuss ongoing topics. No action needed.

**FINANCIAL IMPACT:**

- No Fiscal Impact/Not Applicable
- Included in Budget: 25/26
- Additional Appropriation Requested:

**ALTERNATIVES:**

1. Take no action
2. Give Direction to Staff
3. Board Discretion

**ATTACHMENTS:**

CORRESPONDENCE & COMMUNICATIONS item 3

**Date:** June 11, 2026  
**To:** Board of Directors, Arcata Fire District  
**From:** Chris Emmons, Fire Chief  
**Subject:** Fire Chief's Monthly Report

<b>Monthly Administrative Report</b>
--------------------------------------

Executive and Intergovernmental-Fire Chief

*Chief Emmons:*

- Attended City Council meetings.
- Attended Public Safety Day at McKinleyville High School. Well attended
- Participated in multiple Pacific Gas and Electric/Arcata Fire/Cal Poly Humboldt/City of Arcata Disaster Drill.
- Attended Cal OES, AFD, City of Arcata California Disaster Agreement meeting re: January 2<sup>nd</sup> fire.
- Attended Humboldt County Operational Area meeting.
- Attended Humboldt County Fire Safe Council meeting (voting member)
- Virtual attendance to the Cal OES Region II pre-fire season meeting.
- AFD, CPH, City of Arcata Working group. Discussion re: meeting with Sen. McGuire staff, future funding measures for COA and AFD, Development Impact Fees presentation for City Council and Board of Supervisors.

## Planning Section Report

*Chief Emmons/Assistant Chief McDonald*

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### Administrative & Planning

- Met with Bartle Wells Consulting. Received first draft of Engineering Study. Returned for revisions.
- Worked with Admin team to draft Preliminary Budget.
- Attended Humboldt County Fire Chief's Association meeting. Discussion re: Measure Z funding and coordination. (Health and Wellness, Hose,
- Ongoing development of the **Unmanned Aerial System (UAS) Program**, including:

- District UAS Policy Statement
- Operational Policy for the Arcata Fire Protection District

---

### Capital Improvements

- Completed paint bid process for the Arcata Fire Station.

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### Grants

- Leary Foundation-Training Props- unknown review
- Green Diamond-Nozzles-unknown review process
- Berg Grant-Hoses and supplies – Should know by the end of June
- Coast Central-Awarded \$2,500 for Additional Address Signs
- Pacific Gas and Electric-Awarded \$5,000 for additional Address Signs or other projects. High demand for signage.
- Fire Safe Council/Firewise Communities-Jacoby Creek, Fickle Hill, Warren Creek areas being developed. Roy Wills, Rob Cannon, Michelle Donahue, John Evenson

## **Operations and Training Report**

### **Assistant Chief McDonald**

#### **Training:**

- Arcata Fire, Blue Lake Fire, Cal Fire, HBF, and APD participated in a Emergency Drill with PG&E. Cal Poly allowed use of the property on Foster for the drill location.
- Staff attended a State Fire Instructor 2 training Class
- Staff attended State Fire Training Company Officer Classes

#### **Operations**

- Acting Duty Officer Hours – 192
- Acting Company Officer Hours – 192

Did Radio Testing in the New Engineering Building at CPH. Determined that the system will need a signal boost to reach the repeater site at Bella Vista.

Hose and ladder testing were completed on 5/27 and 5/28.

<h3><b>Monthly Incident Activity</b></h3>
---

#### **Notable Incidents**

- 05/01/2026 E8217 to a fire alarm at CPH Sunset Hall. Arrived to find that they had a cooking fire on the stove that was extinguished by a student with a Fire Extinguisher. E8217 assisted with smoke evacuation.
- 05/03/2026 E8217, E8218, E8219, C8200, Blue Lake Fire, HBF, and Cal Fire responded to a Structure Fire in the Sunset Area of Arcata. E8217 reported heavy fire in the rear of the structure with the fire threatening an exposure shed. During Overhaul a Structure fire in Blue Lake was reported.
- 05/03/2026 E8219 and Blue Lake Fire responded from the scene of a structure fire in Arcata to Blue Lake to assist with exterior operations on a fully involved structure fire in Blue Lake.
- 05/24/2026 Traffic Accident on HWY 101 at the HWY 299 off ramp Vehicle hit the guard rail landing on its side and pinning the passenger. Crews removed the roof and extricated the patient.
- 05/24/2026 Bike accident in the Forest off of Fickle Hill. Crews responded to Fickle Hill and Jacoby Creek to find the best access. Crews used the "Big Wheel" to transport the patient up to Fickle Hill Road for the ambulance.
- 05/27/2026 Structure Fire in McKinleyville. Crews located an outbuilding behind a residence that consisted of two Conex containers with a roof that spanned both. The roof was over a travel trailer, and the structure was on fire. Crews worked quickly to extinguish the fire and prevent any spread to exposures.
- 05/28/2026 E8218 and C8201 responded to a fire in the Mad River Area. Crews found that passersby's had extinguished a fire on the fence near a residence. Crews made contact with the occupant, who did not know about the fire. Cause was undetermined.

**Break Down of top 5 Medical Call types (% of Medical YTD) 811**

- 1. Breathing Problems 11.7%
- 2. Unknown Problem 11.1%
- 3. Fall 8.1%
- 4. Altered Mental Status 6.6%
- 5. Overdose/Poisoning 5.4%

**Break Down of Top Five Fire Call Types (% of Fire YTD) 68**

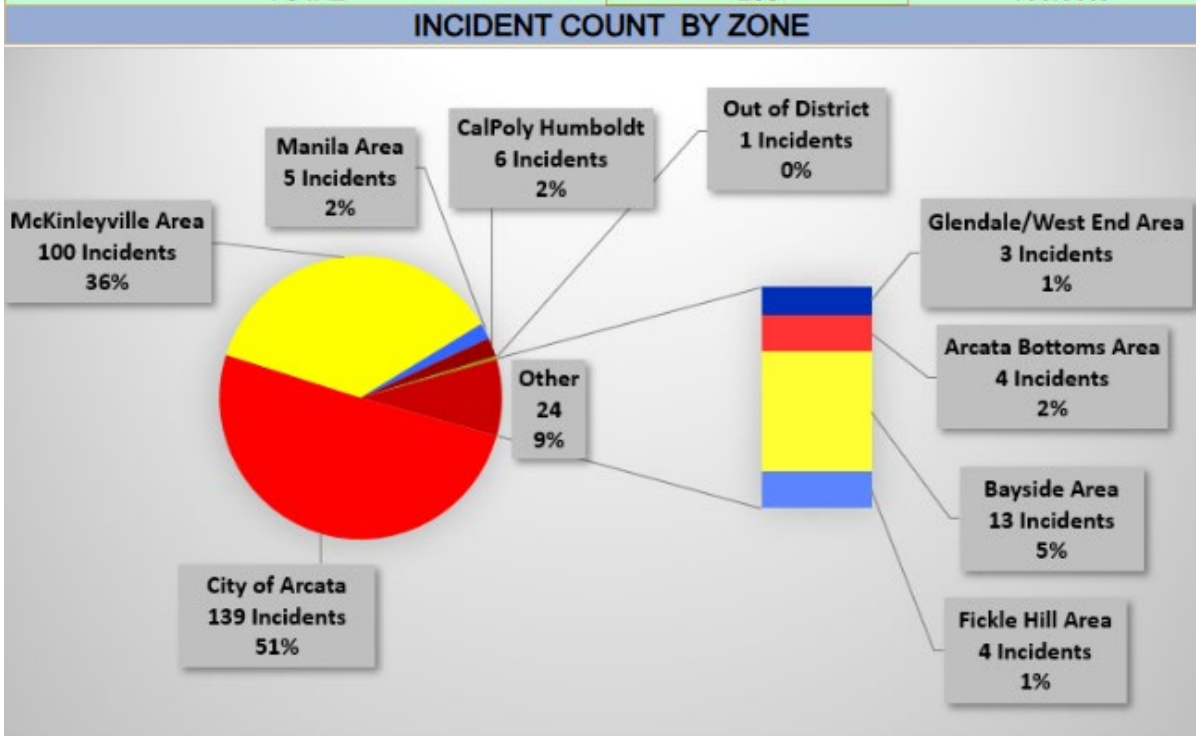
- 1. Outside Other 25.0%
- 2. Structure Fire 20.6%
- 3. Trash/Rubbish 17.6%
- 4. Vehicle Fire 14.7%

5. Cooking/Appliance 7.3%

**Top Five Location Types (YTD) 1494**

1. 1 or 2 Family 36.8%
2. Multi Family 16.3%
3. Street 6.0%
4. Manufactured Home 4.9%
5. Highway 2.3%

MONTHLY INCIDENT COUNT		
Fires	10	3.47%
Hazardous Situations	5	1.74%
Medical	160	55.56%
Public Service	38	13.19%
Rescue	2	0.69%
No Emergency	59	20.49%
Law Enforcement Support	1	0.35%
Incomplete	13	4.51%
<b>TOTAL</b>	<b>288</b>	<b>100.00%</b>



MUTUAL AID			
Aid Type	Total		
Aid Given	1		
Aid Received	4		

OVERLAPPING CALLS	
# OVERLAPPING	% OVERLAPPING
63	21.88%

TRAVEL TIME UNDER 5 MINUTES			
Station Response Area	Responses	Within 5 minutes	Percentage
Arcata	81	55	68%
Mad River	69	47	68%
McKinleyville	90	60	66%
Other	13	7	54%
<b>AVERAGE FOR UNITS</b>	<b>254</b>	<b>169</b>	<b>67%</b>

## Apparatus and Equipment Report

Apparatus/Vehicle Out of Service Time

U8201 went to Northwood Chevy for Service. Found to have a failed transmission. Transmission repair estimated at \$8000, this included new rear brakes.

H4847 went for service of multiple items, delay in repairs with trying to get parts from the Rev Group. Once repairs were completed at Peterbilt, the Engine went to Fortuna for some pump repairs. Pump repairs were completed and the Engine is back in Service.

County Fire Tone 10 Repeater that is on Bella Vista had a failure. The new repeater that was purchased by Measure Z for the new tower was place into service early.

Hose Testing placed a large number of our 1 ¾ hose out of service.

## Community Risk Reduction and Outreach

### Public Education

05/09/2026 Eng Foster presented at the Soroptimist’s Dream It, Be It panel. Eng Foster was part of the panel of Career Women.

05/28/2026 Public Education and show and tell of a Fire Engine with Little Learners in Arcata.

05/28/2026 E8218 attended the Special Olympics Torch run that APD was participating in.

## Social Media Performance Update

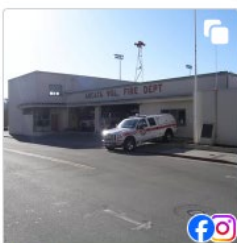
### Arcata Fire District Social Media Report – May

#### Facebook:

Top content by views

Boost content

See all con



**A Piece of Arcata Fire History Returns...**

Fri May 22, 9:34am

11.4K views   131 likes  
26 shares   7 reactions



**May 24th, 2026 afternoon crews...**

Wed May 27, 10:46am

6.2K views   82 likes  
3 shares   9 reactions



**Early morning, May 24th 2026 crews...**

Wed May 27, 10:42am

4.0K views   67 likes  
6 shares   10 reactions



**Big smiles, bright lights, and a whole lo...**

Mon May 4, 9:20am

3.1K views   80 likes  
2 shares   2 reactions



**Arcata Fire District is proud to celebrate...**

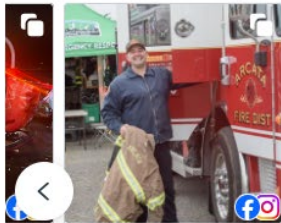
Mon May 11, 11:52am

2.1K views   28 likes  
2 shares   9 reactions

**f** Top content by views

Boost content

See all content



**Big smiles, bright lights, and a whole lo...**

Mon May 4, 9:20am

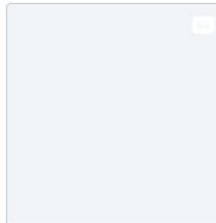
3.1K    80  
2    2



**Arcata Fire District is proud to celebrate...**

Mon May 11, 11:52am

2.1K    28  
2    9



**In observance of Memorial Day, Arcata...**

Mon May 25, 9:03am

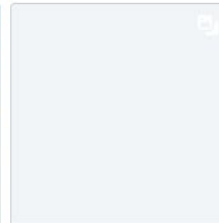
1.2K    5  
0    1



**Please come out and join us for a day of fu...**

Fri May 1, 6:22pm

1.0K    9  
0    3



Fri May 8, 6:36pm

708    5  
0    0

## Instagram:

**📷** Top content by views

Boost content

See all con



**Early morning, May 24th 2026 crews...**

Wed May 27, 10:42am

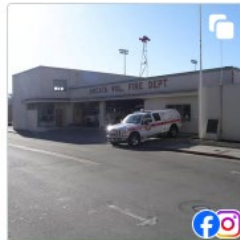
4.0K    67  
6    10



**May 24th, 2026 afternoon crews...**

Wed May 27, 10:46am

6.2K    82  
3    9



**A Piece of Arcata Fire History Returns...**

Fri May 22, 9:34am

11.4K    131  
26    7



**Big smiles, bright lights, and a whole lo...**

Mon May 4, 9:21am

3.1K    80  
2    2



**Arcata Fire District is proud to celebrate...**

Mon May 11, 11:52am

2.1K    28  
2    9

# Fire Marshal Report

May 2026 | Board of Directors

**Overview.** During May 2026, the Fire Marshal's Office recorded 65 hours worked.

Metric	April 2026 Total
Hours worked	65
Total recorded activities	63
Building projects	20
Inspections	23
Enforcement	4
Meetings and public education	9
Other activities	7

## Activity Detail

### Building Projects

Activity	Count	Detail / Notes
Project Referrals	2	BLFD/SPFD: 0
Plan Reviews	13	BLFD/SPFD: 0
Building Code Interpretations	5	City of Arcata: 3; County of Humboldt: 2; Samoa: 0; Blue Lake: 0; Fortuna: 0

### Inspections

Activity	Count	Detail / Notes
Construction Inspections	11	
Special Events	6	Public Fireworks Display: 0; Dance permitting: 1; Special events permits: 5
State Mandated	3	New Business License: 3; CCL License (850): ; R2: 0; Cal Poly: 0; School: 0
Cannabis Facility Inspection	0	State BCC inspector: 0; New business: 0; Licensing: 0
Special Inspection	2	Fire Sprinkler: 1; Flush and Hydro: 0; Fire Alarm: 1; Commercial Hood: 0

### Enforcement

Activity	Count	Detail / Notes
Hazard Abatement	1	Tall yard grass
Code Enforcement	3	City of Arcata: 3; Samoa: 0; Fire Hazards: 0; Weeds Residential: 0
Referral from Inspectors	0	Code compliance issues

### Meetings and Public Education

Activity	Count	Detail / Notes
Building Department Pre-Application	2	City of Arcata

Activity	Count	Detail / Notes
General Meeting	7	City of Arcata Building Dept.: 4; County Fire Chief's: 0; Admin Meeting: 3; Samoa Water evaluation: 0
Public Education	0	Fire Education Arcata Rotary: 0; Fire Extinguisher Training: 0; Fire Alarm Drill: 0

### Other

Activity	Count	Detail / Notes
Hydrant Flow	2	Residential: 0; Commercial: 0; Cal Poly: 0
Misc. Other Event	2	Knox Details: 2; Commercial: 0; Residential: 0; Backflow detail fire stations: 2
Training	3	Code training - Humboldt County Building & Planning Departments

**Source note.** This report is based only on the May 2026 spreadsheet provided. No additional activities or context were added beyond the data in the workbook.