

### 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

## April 9, 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

### 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

Pg. 2

### 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. Conference with Labor Negotiator (Gov. Code Section 54957.6) Employee Organization: Local 4981 & Senior Management Group Agency designated representative: District Counsel Jack Hughes

### **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 March 12, 2026, Regular Meeting **Pg. 4**

2. March 2026 Financial Report **Pg. 10**

### **DISTRICT BUSINESS**

**Pg. 28**

1. Request for Nominations for Humboldt Local Agency Formation Commission (LAFCo)

- Attachment 1 - Request for Nominations to Serve on LAFCo
- Attachment 2 - Special District Member Regular Nomination Form 2026
- Attachment 3 - Special District Member Candidate Information Sheet 2026

2. Public Hearing and Consideration of Resolution Approving the Fire Impact Fee Nexus Study and Requesting Adoption and Implementation of a Fire Impact Fee Program by Humboldt County and the City of Arcata **Pg. 35**

3. Initiation Annual Performance Evaluation of the Fire Chief **Pg. 92**

### **CORRESPONDENCE & COMMUNICATIONS**

**Pg. 94**

1. Public Correspondence - none

2. Committee Reports

- a. FY 2025/26 Budget Committee (*Johnson, Loudenslager*)
- b. Government Relations Ad-Hoc Committee (*Akana, Loudenslager*)

3. Fire Chief's Monthly Report **Pg. 95**

4. Director Matters

### **ADJOURNMENT**

Next Regular Board Meeting is scheduled for May 14, 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: 4/9/2026 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 March was 30 hours.
  - VLU Training on Mobile Radios and local Communication systems
  - Teaching CPR and First Aid

### **Community Outreach and Support**

- **CPR and First Aid Training**
  - 1 CPR/1st Aid class for US Fish and Wildlife, 15 students,
  - 1 public BLS/1st Aid class, 11 students.
  - Anthony Perez with VLU has been added as new CPR/1st Aid Instructor.
- **Grant Activity**
  - Target Gift Card for VLU Rehab supplies \$200.
  - Still waiting on Berg decision regarding hose & nozzles, and
  - Grant request submitted to Coast Central on Address Placards.
- **Other AVFA Activities**
  - 
  - Jacoby Creek Watershed and Warren Creek Firewise are planning Community meetings that will require District resources
  - Association is developing a new rural fire hydrant maintenance project
    - Bayside 27 hydrants
    - Northern McKinleyville 22 hydrants
    - Manila 25 hydrants
    - West End Rd. 3 hydrants

# Consent Calendar



## MINUTES

### *Regular Board Meeting*

*March 12, 2026*

*4:30 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 4:30 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, Vice-President Randy Mendosa, Director Akana,

**Absent:** Director Loudenslager and Director Maynor.

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

### **APPROVAL OF AGENDA**

A motion was made and seconded to approve the agenda. No public comment was received. The motion passed.

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

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

**Roll Call:**

**Ayes:** Johnson, Mendosa, Akana

**Nays:**

**Absent:** Loudenslager, Maynor

**Result:** Motion passed

### **PUBLIC COMMENT/ ASSOCIATION REPORTS**

No public comment was received.

Association report was presented by representatives of Local 4981. Report topics included:

- Participation in several meetings over the prior months
- A meet-and-greet with Senate candidate David Conley
- Peer support orientation with Restoration Health

- Upcoming peer support team training
- An in-house training program described as “members rights exercises,” covering FBOR, California labor law, local action, and interpretation of the MOU and policy

The Arcata Volunteer Firefighters Association report was not presented. A dinner event in April was referenced.

**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. Conference with Labor Negotiators (Gov. Code section 54957.6) Employee Organization: Senior Management Group Agency Designated representative: District Counsel Jack Hughes

2. Government Code §54957.6 – Conference with Labor Negotiators Agency Designated Representatives: District Counsel Jack Hughes Employee Organization: Local 4981 Subject: Discussion MOU language revisions related to CalPERS compliance provisions

The Board announced that it would move into Closed Session at 4:36 p.m. Director Maynor arrived at 4:45 pm and joined the Closed Session.

The Board adjourned to Closed Session. The Board reconvened in Open Session thereafter. 5:29 pm.

The Board returned to open session and reported that directions were provided to staff.

**CONSENT CALENDAR**

1. Minutes from January 12, 2026, Regular Meeting
2. January 2026 Financial Report
3. February 2026 Financial Report
4. Dissolve AVFA, L4981, AFDPD Relations Committee (Maynor) (Staff Note)
5. Adopt Resolution 26-344 Authorizing the Transfer of Cash from Humboldt County Treasury to CalTRUST Liquidity Fund
6. Consider Accepting the Fiscal Year 2024-25 Financial Audit Report

The Board considered the consent calendar. No director comments or questions were made before the motion. No public comment was received

Motion: A motion was made to accept the consent calendar by Director Akana

Second: A second was made by Director Mendosa

**Roll Call:****Ayes:** Maynor, Johnson, Mendosa, Akana**Nays:** N/A**Absent:** Loudenslager**Result:** Motion passed

Following approval, a Board member asked whether the consent calendar packet could include a first page listing what was included. Another speaker noted that such a page had been included.

**DISTRICT BUSINESS****1. Five-Year Financial Plan**

Andrew Flynn of California Municipal Advisors presented the District's five-year financial plan. The presentation addressed long-term financial planning, projected revenues and expenditures, reserve use, the effect of the new MOU, and the anticipated need for replacement revenue when the current revenue source rolls off in 2030. Mr. Flynn stated that:

- A structural imbalance exists in the interim period
- The estimated replacement revenue target is approximately \$5.7 million
- A scenario including nine new firefighters would increase the 2031 revenue target to approximately \$7.5 million

Board discussion included whether staff is planning toward the \$5.7 million or \$7.5 million target. Staff stated it is working with the thought pattern of trying to get to the nine-firefighter scenario, pending feasibility analysis.

Public comment was requested. Discussion then concluded with direction to staff to continue revenue-generating opportunities and to continue working with Andrew Flynn on the updated model for the upcoming budget cycle. No formal vote was taken for this item.

**2. Fire Impact Fee Study**

Blair Aas of SCI Consulting Group presented the draft fire impact fee nexus study as an information item. The presentation described:

- Fire impact fees as one-time development impact fees on new development
- The legal and policy basis for the fee program
- The role of the City and County in adopting the fee on behalf of the District
- Allowable uses of fee revenue for expanded facilities, apparatus, vehicles, equipment, and administration
- Limits on use for operational maintenance and repair
- Reporting, accounting, and update requirements

Board questions included:

- Cost of the study to date
- Whether staff had discussed the matter with the County
- Whether the County would receive an administrative fee
- Whether public university construction would be subject to the fee

Mr. Aas stated that public facilities generally are not subject to the fee, but the study could be used as a basis for a negotiated arrangement or development agreement.

The Board gave direction to move forward, prepare the necessary resolution, finalize the report, and bring the item back for formal approval, with the next board meeting referenced for the District hearing. No formal vote was taken for this item.

### **3. Mid-Year Budget Review**

Staff presented the mid-year budget update. Staff reported:

- The budget had been projected at approximately a \$60,000 deficit
- A CalPERS audit related to longevity pay affected eight members
- The amended budget showed approximately \$116,000 negative at midyear
- All line items and reserves remained fully funded
- Staff believed the gap could close to zero by year-end

Board discussion included vehicle maintenance, apparatus replacement timing, impact fee limitations on replacement apparatus, reserve use, and strike team deployment potential.

No public comment was received. The Board then approved the amended budget.

**Motion:** A motion was made to approve the amended budget.

**Second:** A second was made.

**Roll Call:** Maynor, Johnson, Mendosa, Akana

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

**Nays:** N/A

**Absent:** Loudenslager

**Result:** Motion passed

### **4. Review of 2025 Year-End Statistics**

Staff presented year-end statistics for calendar year 2025. Highlights stated included:

- 3,872 calls for service
- 232 more incidents than the prior year
- Approximately 6.3% increase from the prior year
- 166 fire incidents
- 2,126 medical rescue incidents
- 520 service calls
- 641 good intent calls
- 342 false alarm calls
- One severe weather incident

Additional discussion addressed call stacking/overlapping, property value saved, station activity, shift activity, day-of-week trends, social media activity, and fire fatality tracking. No public comment was received. No action was taken.

### **5. Consider Adoption of Resolution 25-340 Establishing Goals for Staffing Stations, Equipment, and Training Facilities**

Staff presented Resolution 25-340, referencing the Community Risk Assessment and Standards of Cover study and related staffing, facilities, apparatus, and training needs.

A motion was made to adopt Resolution 25-340 and direct the Chief to return with a phased implementation and fiscal strategy addressing staffing progression, benchmarks, station modernization, and development of a district-owned training facility.

**Motion:** A motion was made by Director Akana to adopt Resolution 25-340 and direct the Chief to return with a phased implementation and fiscal strategy.

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

**Roll Call:**

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

**Nays:** N/A

**Absent:** Loudenslager

**Result:** Motion passed

## **6. Government Relations Discussion**

The Board discussed government relations issues involving Cal Poly Humboldt, possible state-level advocacy, the concept of payment in lieu of taxes, possible legislative outreach, direct billing for certain incidents, and the use of university property for training purposes. No action was taken.

## **7. Alternative Staffing Model / Committee Assignment**

The Board discussed exploration of alternative staffing models, including possible reassignment to the Finance Committee rather than use of a separate ad hoc committee. Discussion included budget impacts, deployment models, ambulance response times, and possible EMS unit concepts.

A motion was made to assign the matter to the Finance Committee.

**Motion:** A motion was made to assign the alternative staffing model matter to the Finance Committee by Director Mendosa

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

**Roll Call:** Maynor, Johnson, Mendosa, Akana

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

**Nays:** N/A

**Absent:** Loudenslager

**Result:** Motion passed

## **CORRESPONDENCE & COMMUNICATIONS**

The Board acknowledged receipt of thank-you cards, drawings/coloring pages, and a proclamation honoring the multi-jurisdictional fire department response to The January 2 downtown Arcata fire. An emergency kit giveaway winner was also mentioned.

## **REPORTS**

The Fire Chief's report covered highlights from two months, including:

- Meetings related to the large fire and disaster proclamations
- Media and radio interviews
- EOC meetings
- Rotary presentation
- Funding opportunity discussions
- Homeland Security grant meeting
- Election as operational area coordinator for county OES-requested resources
- Update on the fire engine under construction
- Crew training activities

- Consideration for a documentary project
- Recognition as nonprofit of the year by the McKinleyville Chamber of Commerce

**ADJOURNMENT**

A motion by Director Mendosa and seconded by Director Akana for adjournment. The next regularly scheduled board meeting was started as April 9, 2026, at 5:30 p.m. at the Arcata Downtown Station. The adjournment time 7:51 pm.

Respectfully submitted,

Business Manager / Board Secretary  
Arcata Fire District

DRAFT

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

	<b>Mar 31, 26</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
AFPD Building Fund	100,717.16
RCB - Business Savings	121,541.46
RCB - Business Checking	281,908.97
CalTRUST	5,638,527.22
CCCU Checking	102,566.25
CCCU Liquid Assets	152.23
CCCU Savings	25.53
Contingency Fund	401,221.75
County Treasury	-3,513,740.69
PERS Contingency Fund	1,298,631.63
Vehicle Replacement Fund	1,448,660.57
<b>Total Checking/Savings</b>	<b>5,880,212.08</b>
<b>Accounts Receivable</b>	
1200 · ACCOUNTS RECEIVABLE	29,700.20
<b>Total Accounts Receivable</b>	<b>29,700.20</b>
<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	-116.20
<b>Total Other Current Assets</b>	<b>3,288,865.99</b>
<b>Total Current Assets</b>	<b>9,198,778.27</b>
<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>	<b>5,510,910.07</b>
<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>	<b>6,000,377.00</b>
<b>TOTAL ASSETS</b>	<b>20,710,065.34</b>

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

	<u>Mar 31, 26</u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · ACCOUNTS PAYABLE	60,870.16
<b>Total Accounts Payable</b>	60,870.16
<b>Credit Cards</b>	
US BANK	12,362.50
<b>Total Credit Cards</b>	12,362.50
<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	6,767.31
CA Withholding	3,193.11
Federal Withholding	12,778.00
Medicare - Both	3,394.88
Social Security - Both	2,295.40
Survivor Benefit	40.92
2100 · Payroll Liabilities - Other	9,734.20
<b>Total 2100 · Payroll Liabilities</b>	38,203.82
<b>Total Other Current Liabilities</b>	376,869.06
<b>Total Current Liabilities</b>	450,101.72
<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
<b>Total Long Term Liabilities</b>	25,617,666.36
<b>Total Liabilities</b>	26,067,768.08

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

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	<u>Mar 31, 26</u>
<b>Equity</b>	
32000 · *Retained Earnings	1,331,307.43
30000 · Opening Balance Equity	50,173.53
Investment in Fixed Assets	2,515,298.51
3900 · RETAINED EARNINGS	-7,322,614.20
Net Income	-1,931,868.01
	<hr/>
<b>Total Equity</b>	<b>-5,357,702.74</b>
	<hr/>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>20,710,065.34</b>
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**Arcata Fire Protection District**  
**Interest Earned Fiscal Year to Date**  
 July 2025 through March 2026

Type	Date	Memo	Split	Amount
<b>USE OF MONEY &amp; PROPERTY</b>				
<b>800190 · Interest Income</b>				
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	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	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	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	12/31/2025	Interest	RCB - Business Savings	93.08
Deposit	01/31/2026	Interest	RCB - Business Savings	87.66
Deposit	02/28/2026	Interest	RCB - Business Savings	79.23
Total 800190 · Interest Income				119,955.20
Total USE OF MONEY & PROPERTY				119,955.20
<b>TOTAL</b>				<b>119,955.20</b>

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

July 2025 through March 2026

	Jul '25 - Mar 26	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>TAX REVENUE</b>				
101117 · Property Tax - Current Secured	1,300,000.02	0.00	1,300,000.02	100.0%
102500 · Property Tax-Current Unsecured	45,000.00	0.00	45,000.00	100.0%
103500 · Property Tax-Prior Yrs Secured	0.00	0.00	0.00	0.0%
105110 · Property Tax-Prior Yrs Unsecure	28,999.98	0.00	28,999.98	100.0%
800040 · Supplemental Taxes-Current	6,000.00	14,613.44	-8,613.44	41.1%
105900 · Supplemental Taxes-Prior Yrs	2,500.02	5,345.85	-2,845.83	46.8%
113100 · State Timber Tax	0.00	0.00	0.00	0.0%
800050 · Property Assessments	1,861,999.98	3,467,065.03	-1,605,065.05	53.7%
<b>Total TAX REVENUE</b>	3,244,500.00	3,487,024.32	-242,524.32	93.0%
<b>USE OF MONEY &amp; PROPERTY</b>				
800190 · Interest Income	119,955.20	178,438.98	-58,483.78	67.2%
<b>Total USE OF MONEY &amp; PROPERTY</b>	119,955.20	178,438.98	-58,483.78	67.2%
<b>INTERGOVERNMENTAL</b>				
525110 · Homeowners Property Tax Relief	0.00	0.00	0.00	0.0%
800580 · Federal Aid In-Lieu Tax	0.00	0.00	0.00	0.0%
800600 · Other Government Agencies	4,495.74			
800950 · Firefighting Reimbursements	42,426.40	26,298.53	16,127.87	161.3%
<b>Total INTERGOVERNMENTAL</b>	46,922.14	26,298.53	20,623.61	178.4%
<b>CHARGES FOR SERVICES</b>				
800155 · Prevention Fees	14,552.50	10,601.95	3,950.55	137.3%
800156 · R1/R2 Inspection Fees	19,125.06	31,161.67	-12,036.61	61.4%
800700 · Other Services	303.06			
800946 · Incident Revenue Recovery Fees	8,985.42	5,410.59	3,574.83	166.1%
<b>Total CHARGES FOR SERVICES</b>	42,966.04	47,174.21	-4,208.17	91.1%
<b>MISCELLANEOUS REVENUES</b>				
800940 · Other Revenue				
Donations	140,471.12	142,788.69	-2,317.57	98.4%
Other Revenue Unclassified	0.00	390.00	-390.00	0.0%
800940 · Other Revenue - Other	557.00	281.15	275.85	198.1%
<b>Total 800940 · Other Revenue</b>	141,028.12	143,459.84	-2,431.72	98.3%
800941 · Refunds	6,855.93	15,098.30	-8,242.37	45.4%
800942 · Incident Reports	180.00	190.26	-10.26	94.6%
<b>Total MISCELLANEOUS REVENUES</b>	148,064.05	158,748.40	-10,684.35	93.3%
<b>Total Income</b>	3,602,407.43	3,897,684.44	-295,277.01	92.4%
<b>Gross Profit</b>	3,602,407.43	3,897,684.44	-295,277.01	92.4%

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

July 2025 through March 2026

Expense	Jul '25 - Mar 26	Budget	\$ Over Budget	% of Budget
<b>PAYROLL FEES</b>	0.00	0.00	0.00	0.0%
<b>66900 · Reconciliation Discrepancies</b>	6,302.04	0.95	6,301.09	663,372.6%
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
<b>5010 · Salaries &amp; Wages</b>				
5010.1 · Full-Time	1,168,115.96	1,524,072.81	-355,956.85	76.6%
5010.2 · CTO Payout	370,170.23	378,477.94	-8,307.71	97.8%
5010.3 · Settlement Pay/Vacation	20,192.64	36,091.48	-15,898.84	55.9%
5010.4 · Holiday Pay	32,320.51	26,911.44	5,409.07	120.1%
5010.5 · Deferred Compensation	41,000.00	48,200.00	-7,200.00	85.1%
5010.6 · Part-Time (Hourly)	49,148.02	48,440.85	707.17	101.5%
5010.7 · CalFire/OES Pay	71,939.17	19,533.08	52,406.09	368.3%
<b>Total 5010 · Salaries &amp; Wages</b>	1,752,886.53	2,081,727.60	-328,841.07	84.2%
<b>5020 · Retirement</b>				
5020.1 · CalPERS Retirement	423,447.94	455,924.52	-32,476.58	92.9%
5020.2 · Social Security	3,851.52	4,328.42	-476.90	89.0%
5020.3 · Medicare	32,477.97	29,293.91	3,184.06	110.9%
5020.4 · CalPERS UAL Payment	208,196.00	102,976.00	105,220.00	202.2%
<b>Total 5020 · Retirement</b>	667,973.43	592,522.85	75,450.58	112.7%
<b>5030 · Group Insurance</b>				
5030.1 · Health (Current Employees)	517,692.12	465,717.42	51,974.70	111.2%
5030.2 · Health (Retirees)	356,197.06	307,212.26	48,984.80	115.9%
5030.3 · Retiree Health Admin Fees	31,615.86	1,934.72	29,681.14	1,634.1%
5030.4 · Dental, Vision & Life	26,897.29	26,222.00	675.29	102.6%
5030.5 · Air Ambulance	2,400.00	2,666.00	-266.00	90.0%
5030.6 · Long Term Disability	5,742.00	6,206.00	-464.00	92.5%
<b>Total 5030 · Group Insurance</b>	940,544.33	809,958.40	130,585.93	116.1%
<b>5035 · Worker's Compensation</b>				
5035.1 · Primary	99,920.74	56,465.50	43,455.24	177.0%
5035.2 · Excess	0.00	42,285.25	-42,285.25	0.0%
5035.3 · Admin Fee	0.00	19,750.15	-19,750.15	0.0%
5035.4 · PY Adjustment	0.00	14,872.92	-14,872.92	0.0%
<b>Total 5035 · Worker's Compensation</b>	99,920.74	133,373.82	-33,453.08	74.9%
<b>SALARIES &amp; EMPLOYEE BENEFITS - Other</b>	517,021.15	456.48	516,564.67	113,262.6%
<b>Total SALARIES &amp; EMPLOYEE BENEFITS</b>	3,978,346.18	3,618,039.15	360,307.03	110.0%
<b>5120.12 · Maintenance-Equipment Other</b>	16.06			
<b>SERVICE &amp; SUPPLIES</b>				
<b>5050 · Clothing &amp; Personal Supplies</b>				
5050.1 · Uniforms	16,654.29	16,324.92	329.37	102.0%
5050.2 · Station Boots	1,388.43	2,914.90	-1,526.47	47.6%
5050.3 · PPE - Structure	11,033.71	2,217.42	8,816.29	497.6%
5050.4 · PPE - Wildland	1,585.54	2,618.33	-1,032.79	60.6%
5050.5 · VLU Team	240.00			
5050.6 · Shields & Badges	188.05	250.58	-62.53	75.0%
<b>5050 · Clothing &amp; Personal Supplies - Other</b>	1,595.34	1,223.84	371.50	130.4%
<b>Total 5050 · Clothing &amp; Personal Supplies</b>	32,685.36	25,549.99	7,135.37	127.9%
<b>5060 · Communications</b>				
5060.1 · Phones - Landline & Cellular	12,838.84	10,235.78	2,603.06	125.4%
5060.2 · Alarm Monitoring				
Arcata Station	433.00	639.00	-206.00	67.8%
Mad River Station	433.00	1,052.26	-619.26	41.1%
McKinleyville Station	777.19	668.74	108.45	116.2%
5060.2 · Alarm Monitoring - Other	649.50	0.00	649.50	100.0%
<b>Total 5060.2 · Alarm Monitoring</b>	2,292.69	2,360.00	-67.31	97.1%
<b>5060.5 · Cable TV &amp; Internet</b>	11,540.42	10,406.16	1,134.26	110.9%
<b>Total 5060 · Communications</b>	26,671.95	23,001.94	3,670.01	116.0%
<b>5080 · Food</b>				
5080.1 · Food & Rehab Supplies	1,883.98	2,844.42	-960.44	66.2%
5080.2 · Drinking Water	5.58	535.99	-530.41	1.0%
5080 · Food - Other	904.77	359.85	544.92	251.4%
<b>Total 5080 · Food</b>	2,794.33	3,740.26	-945.93	74.7%
<b>5090 · Household Expenses</b>				
5090.1 · Station Supplies				

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

July 2025 through March 2026

	Jul '25 - Mar 26	Budget	\$ Over Budget	% of Budget
Arcata Station	1,092.31	1,031.68	60.63	105.9%
Mad River Station	2,060.68	2,117.28	-56.60	97.3%
McKinleyville Station	1,895.29	2,793.68	-898.39	67.8%
5090.1 · Station Supplies - Other	152.08	37.14	114.94	409.5%
<b>Total 5090.1 · Station Supplies</b>	<b>5,200.36</b>	<b>5,979.78</b>	<b>-779.42</b>	<b>87.0%</b>
<b>5090.2 · Garbage Service</b>				
Arcata Station	1,155.64	736.40	419.24	156.9%
Mad River Station	523.38	1,570.79	-1,047.41	33.3%
McKinleyville Station	2,849.80	2,489.53	360.27	114.5%
5090.2 · Garbage Service - Other	0.00	293.01	-293.01	0.0%
<b>Total 5090.2 · Garbage Service</b>	<b>4,528.82</b>	<b>5,089.73</b>	<b>-560.91</b>	<b>89.0%</b>
<b>5090.3 · Station Furniture</b>				
Arcata Station	454.10			
Mad River Station	0.00	2,878.23	-2,878.23	0.0%
McKinleyville Station	1,984.31	1,925.57	58.74	103.1%
<b>Total 5090.3 · Station Furniture</b>	<b>2,438.41</b>	<b>4,803.80</b>	<b>-2,365.39</b>	<b>50.8%</b>
5090 · Household Expenses - Other	0.00	58.16	-58.16	0.0%
<b>Total 5090 · Household Expenses</b>	<b>12,167.59</b>	<b>15,931.47</b>	<b>-3,763.88</b>	<b>76.4%</b>
<b>5100 · Liability Insurance</b>				
5100.1 · Liability Insurance	71,196.00	61,214.00	9,982.00	116.3%
<b>Total 5100 · Liability Insurance</b>	<b>71,196.00</b>	<b>61,214.00</b>	<b>9,982.00</b>	<b>116.3%</b>
<b>5120 · Maintenance - Equipment</b>				
<b>5120.1 · Vehicles</b>				
215 · 2016 Chevy 1500	1,822.27	3,237.91	-1,415.64	56.3%
214 · 2020 Chevy 1500	11,535.74	1,578.40	9,957.34	730.9%
216 · 2022 Chevy Tahoe 8200	4,326.70	1,866.79	2,459.91	231.8%
213 · 2019 Ioniq	544.00			
206 · 2006 F-350	567.19	0.00	567.19	100.0%
212 · 2015 Spark	25.00	137.34	-112.34	18.2%
108 · 2007 Ferrara	10,171.65	24,033.74	-13,862.09	42.3%
113 · 2011 Ferrara (1)	12,668.37	3,343.69	9,324.68	378.9%
112 · 2011 Ferrara (2)	8,137.30	11,829.27	-3,691.97	68.8%
116 · 2022 Pierce	5,631.27	2,822.22	2,809.05	199.5%
117 · 2004 WestMark	1,357.28	2,175.61	-818.33	62.4%
115 · 2018 John Deere	0.00	34.47	-34.47	0.0%
106 · 1998 Central States	4,536.68	2,191.81	2,344.87	207.0%
217 · 2022 Ford F350	24.22			
211 · 2019 F-450	1,202.85			
5120.1 · Vehicles - Other	1,634.80	5,237.38	-3,602.58	31.2%
<b>Total 5120.1 · Vehicles</b>	<b>64,185.32</b>	<b>58,488.63</b>	<b>5,696.69</b>	<b>109.7%</b>
5120.2 · Hose & Ladder Testing	240.70	3,556.49	-3,315.79	6.8%
5120.3 · Hose Repair	0.00	0.00	0.00	0.0%
5120.4 · SCBA	99.31	5,204.85	-5,105.54	1.9%
5120.6 · Power Tools	310.04	3,225.96	-2,915.92	9.6%
5120.7 · AED & LUCAS	0.00	4,712.40	-4,712.40	0.0%
5120.8 · Fire Extinguishers	631.76	1,564.73	-932.97	40.4%
5120.9 · Miscellaneous Equipment	0.00	17,145.17	-17,145.17	0.0%
5120.11 · Specialty Rescue Equipment	3,939.98			
5120 · Maintenance - Equipment - Other	46.07	979.20	-933.13	4.7%
<b>Total 5120 · Maintenance - Equipment</b>	<b>69,453.18</b>	<b>94,877.43</b>	<b>-25,424.25</b>	<b>73.2%</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	6,971.06	7,057.66	-86.60	98.8%
5121.3 · Batteries (non-household)	21.46	378.00	-356.54	5.7%
5121 · Maintenance - Electronics - Other	163.33	1,332.89	-1,169.56	12.3%
<b>Total 5121 · Maintenance - Electronics</b>	<b>9,205.77</b>	<b>12,482.48</b>	<b>-3,276.71</b>	<b>73.7%</b>
<b>5130 · Maintenance-Buildings &amp; Grounds</b>				
<b>5130.1 · General Structure</b>				
Arcata Station	2,564.27	19,803.73	-17,239.46	12.9%
Mad River Station	2,489.83	7,351.40	-4,861.57	33.9%
McKinleyville Station	962.60	2,232.02	-1,269.42	43.1%
5130.1 · General Structure - Other	954.42	932.96	21.46	102.3%
<b>Total 5130.1 · General Structure</b>	<b>6,971.12</b>	<b>30,320.11</b>	<b>-23,348.99</b>	<b>23.0%</b>

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

July 2025 through March 2026

	Jul '25 - Mar 26	Budget	\$ Over Budget	% of Budget
<b>5130.2 · Grounds</b>				
Arcata Station	16.30	21.67	-5.37	75.2%
Bayside Property	300.00	850.00	-550.00	35.3%
Mad River Station	0.00	475.21	-475.21	0.0%
McKinleyville Station	148.07	16,016.15	-15,868.08	0.9%
<b>Total 5130.2 · Grounds</b>	464.37	17,363.03	-16,898.66	2.7%
<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	500.60	587.15	217.3%
<b>Total 5130.3 · Emergency Power</b>	2,477.00	1,359.13	1,117.87	182.2%
<b>5130.4 · Pest Control</b>				
Arcata Station	285.00	465.00	-180.00	61.3%
Mad River Station	325.00	475.00	-150.00	68.4%
McKinleyville Station	255.00	435.00	-180.00	58.6%
5130.4 · Pest Control - Other	0.00	0.00	0.00	0.0%
<b>Total 5130.4 · Pest Control</b>	865.00	1,375.00	-510.00	62.9%
<b>5130 · Maintenance-Buildings &amp; Grounds - Other</b>	335.58	304.26	31.32	110.3%
<b>Total 5130 · Maintenance-Buildings &amp; Grounds</b>	11,113.07	50,721.53	-39,608.46	21.9%
<b>5140 · Medical Supplies</b>				
5140.1 · EMS	1,269.77	1,698.86	-429.09	74.7%
5140.2 · AED & Lucas	0.00	0.00	0.00	0.0%
5140 · Medical Supplies - Other	492.28	382.04	110.24	128.9%
<b>Total 5140 · Medical Supplies</b>	1,762.05	2,080.90	-318.85	84.7%
<b>5150 · Memberships</b>				
5150.1 · Dues				
Chamber of Commerce	663.00	86.00	577.00	770.9%
CalChiefs	1,008.00	1,008.00	0.00	100.0%
FDAC	0.00	375.00	-375.00	0.0%
IAFC	0.00	151.67	-151.67	0.0%
5150.1 · Dues - Other	660.00	706.50	-46.50	93.4%
<b>Total 5150.1 · Dues</b>	2,331.00	2,327.17	3.83	100.2%
5150 · Memberships - Other	593.33	450.00	143.33	131.9%
<b>Total 5150 · Memberships</b>	2,924.33	2,777.17	147.16	105.3%
<b>5160 · Miscellaneous Expense</b>				
Emergency Operations Supplies	702.50	27.54	674.96	2,550.8%
5160.1 · Uncategorized Misc. Expense	-496.87	3,542.52	-4,039.39	-14.0%
5160 · Miscellaneous Expense - Other	434.15	1,041.46	-607.31	41.7%
<b>Total 5160 · Miscellaneous Expense</b>	639.78	4,611.52	-3,971.74	13.9%
<b>5170 · Office Expense</b>				
5170.1 · Office Supplies	3,978.37	2,636.79	1,341.58	150.9%
5170.2 · Postage	814.66	1,079.92	-265.26	75.4%
5170.3 · Software				
CAD Interface	0.00	2,400.00	-2,400.00	0.0%
eDispatches	0.00	0.00	0.00	0.0%
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	0.00	4,690.70	-4,690.70	0.0%
Scheduling Program	3,040.00	5,948.00	-2,908.00	51.1%
5170.3 · Software - Other	1,839.38			
<b>Total 5170.3 · Software</b>	9,577.38	17,436.70	-7,859.32	54.9%
5170 · Office Expense - Other	481.11	114.41	366.70	420.5%
<b>Total 5170 · Office Expense</b>	14,851.52	21,267.82	-6,416.30	69.8%
<b>5180 · Professional &amp; Special Services</b>				
5180.14 · Lexipol	27,432.00			
5180.1 · Legal	77,191.75	58,005.00	19,186.75	133.1%
5180.2 · Human Resources	0.00	162.86	-162.86	0.0%
5180.3 · Medical Exam & Drug Screening	4,231.76	12,931.25	-8,699.49	32.7%
5180.4 · Background Checks	2,246.75	5,287.50	-3,040.75	42.5%
5180.5 · Audit (Financial)	6,000.00	10,000.00	-4,000.00	60.0%
5180.6 · Accountant & Bookkeeping	11,351.19	7,380.00	3,971.19	153.8%
5180.7 · GASB Reporting	700.00	1,750.00	-1,050.00	40.0%

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

July 2025 through March 2026

	Jul '25 - Mar 26	Budget	\$ Over Budget	% of Budget
5180.8 · IT	25,636.16	30,357.46	-4,721.30	84.4%
5180.9 · Webpage Hosting	8,580.00	5,184.76	3,395.24	165.5%
5180.10 · Subscriptions				
Poster Guard	0.00	0.00	0.00	0.0%
5180.10 · Subscriptions - Other	1,271.12	158.75	1,112.37	800.7%
<b>Total 5180.10 · Subscriptions</b>	<b>1,271.12</b>	<b>158.75</b>	<b>1,112.37</b>	<b>800.7%</b>
5180.11 · Miscellaneous	6,704.11	699.00	6,005.11	959.1%
5180.12 · Financial Consulting	20,588.54			
5180.13 · Video Production	385.00	385.00	0.00	100.0%
5180 · Professional & Special Services - Other	9,739.50			
<b>Total 5180 · Professional &amp; Special Services</b>	<b>202,057.88</b>	<b>132,301.58</b>	<b>69,756.30</b>	<b>152.7%</b>
5190 · Publications & Legal Notices				
5190.1 · Publications & Notices	0.00	638.10	-638.10	0.0%
5190 · Publications & Legal Notices - Other	180.00	130.00	50.00	138.5%
<b>Total 5190 · Publications &amp; Legal Notices</b>	<b>180.00</b>	<b>768.10</b>	<b>-588.10</b>	<b>23.4%</b>
5200 · Rent & Leases - Equipment				
5200.1 · Copier	8,209.40	7,050.33	1,159.07	116.4%
<b>Total 5200 · Rent &amp; Leases - Equipment</b>	<b>8,209.40</b>	<b>7,050.33</b>	<b>1,159.07</b>	<b>116.4%</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	0.00	0.00	0.00	0.0%
5230.3 · LAFCO Annual Fee	0.00	0.00	0.00	0.0%
5230.4 · Assessment Adjustments/Refunds	0.00	345.00	-345.00	0.0%
5230.5 · Public Education Supplies	3,967.81	5.56	3,962.25	71,363.5%
5230.6 · Certifications	407.07	896.09	-489.02	45.4%
5230.7 · Recruitment	245.97	178.32	67.65	137.9%
5230.8 · Bank Fees	131.00	557.44	-426.44	23.5%
5230.9 · Recognition Awards	85.86	80.00	5.86	107.3%
5230.10 · Health & Wellness	20,725.35	16,519.43	4,205.92	125.5%
5230.11 · Public Outreach	1,000.00	2,732.28	-1,732.28	36.6%
5230.14 · Staff Training	13,534.84	7,130.00	6,404.84	189.8%
5230.15 · Training Supplies	3,383.95	1,217.54	2,166.41	277.9%
5230.16 · Grant Management	1,500.00			
5230 · Special District Expense - Other	4,740.63	11,607.42	-6,866.79	40.8%
<b>Total 5230 · Special District Expense</b>	<b>49,722.48</b>	<b>41,269.08</b>	<b>8,453.40</b>	<b>120.5%</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	26,613.43	13,487.40	13,126.03	197.3%
<b>Total 5250.1 · Cardlock Fuel</b>	<b>26,613.43</b>	<b>24,846.84</b>	<b>1,766.59</b>	<b>107.1%</b>
5250.2 · McKinleyville Station Bulk Fuel	14,336.47	7,140.12	7,196.35	200.8%
5250.3 · Lodging	5,666.12	2,140.64	3,525.48	264.7%
5250.4 · Per Diem Reimbursement	4,521.36	1,071.65	3,449.71	421.9%
5250.5 · Travel Costs	3,154.87	2,587.78	567.09	121.9%
5250 · Transportation & Travel - Other	1,673.91			
<b>Total 5250 · Transportation &amp; Travel</b>	<b>55,966.16</b>	<b>37,787.03</b>	<b>18,179.13</b>	<b>148.1%</b>
5260 · Utilities				
5260.1 · PG & E				
Arcata Station	8,149.45	11,653.22	-3,503.77	69.9%
Mad River Station	5,654.67	4,451.91	1,202.76	127.0%
McKinleyville Station	15,431.61	14,035.02	1,396.59	110.0%
5260.1 · PG & E - Other	0.00	0.00	0.00	0.0%
<b>Total 5260.1 · PG &amp; E</b>	<b>29,235.73</b>	<b>30,140.15</b>	<b>-904.42</b>	<b>97.0%</b>
5260.2 · Water & Sewer				
Arcata Station	912.87	1,646.78	-733.91	55.4%
Mad River Station	1,126.82	1,803.68	-676.86	62.5%
McKinleyville Station	1,405.44	2,581.75	-1,176.31	54.4%

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

July 2025 through March 2026

	Jul '25 - Mar 26	Budget	\$ Over Budget	% of Budget
5260.2 · Water & Sewer - Other	0.00	0.00	0.00	0.0%
Total 5260.2 · Water & Sewer	3,445.13	6,032.21	-2,587.08	57.1%
Total 5260 · Utilities	32,680.86	36,172.36	-3,491.50	90.3%
5370 · Minor Equipment Purchases				
5370.1 · Fire Hose	4,122.75	5,798.50	-1,675.75	71.1%
5370.2 · Fire Equipment & Fabrication	1,038.10	234.25	803.85	443.2%
5310.3 · Computers & Electronics	5,948.79	6,845.71	-896.92	86.9%
5370.4 · Small Tools	8,925.27	4,281.51	4,643.76	208.5%
5370 · Minor Equipment Purchases - Other	2,698.80	2,267.71	431.09	119.0%
Total 5370 · Minor Equipment Purchases	22,733.71	19,427.68	3,306.03	117.0%
SERVICE & SUPPLIES - Other	2,163.34	30.00	2,133.34	7,211.1%
Total SERVICE & SUPPLIES	629,178.76	657,192.67	-28,013.91	95.7%
OTHER EXPENDITURES				
Capital Expense				
Equipment/Vehicles	131,607.12	61,095.89	70,511.23	215.4%
Capital Expense - Other	15,845.51	10,000.00	5,845.51	158.5%
Total Capital Expense	147,452.63	71,095.89	76,356.74	207.4%
Debt Service				
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	1,650.16	254.50	1,395.66	648.4%
Debt Service - Other	127,316.76	425.00	126,891.76	29,956.9%
Total Debt Service	772,979.77	504,145.55	268,834.22	153.3%
Total OTHER EXPENDITURES	920,432.40	575,241.44	345,190.96	160.0%
Total Expense	5,534,275.44	4,850,474.21	683,801.23	114.1%
Net Ordinary Income	-1,931,868.01	-952,789.77	-979,078.24	202.8%
Other Income/Expense				
Other Expense				
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%
Total Adjustments to Convert to GAAP	0.00	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	<b>-1,931,868.01</b>	<b>-952,789.77</b>	<b>-979,078.24</b>	<b>202.8%</b>

Arcata Fire Protection District  
**Statement of Cash Flows**  
July 2025 through March 2026

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	<u>Jul '25 - Mar 26</u>
<b>OPERATING ACTIVITIES</b>	
Net Income	-1,931,868.01
Adjustments to reconcile Net Income to net cash provided by operations:	
Net cash provided by Operating Activities	-5,118,535.64
<b>INVESTING ACTIVITIES</b>	
Equipment	156,735.00
Net cash provided by Investing Activities	156,735.00
<b>FINANCING ACTIVITIES</b>	
30000 · Opening Balance Equity	50,173.53
Net cash provided by Financing Activities	50,173.53
Net cash increase for period	-4,911,627.11
Cash at beginning of period	10,791,722.99
Cash at end of period	<u><u>5,880,095.88</u></u>

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

Type	Date	Memo	Account	Amount	Balance
<b>ADVANCED SECURITY</b>					
Bill	03/01/2026	Alarm servic...	5060.2 · Alarm Monit...	226.50	226.50
Bill	03/01/2026	Alarm service...	5060.2 · Alarm Monit...	211.50	438.00
Bill	03/01/2026	Alarm service...	5060.2 · Alarm Monit...	211.50	649.50
Bill	03/03/2026	Invoice 77113...	McKinleyville Station	344.19	993.69
Total ADVANCED SECURITY				993.69	993.69
<b>AIRGAS</b>					
Bill	03/30/2026	Invoice 91706...	5130 · Maintenance-...	99.31	99.31
Total AIRGAS				99.31	99.31
<b>AIRMEDCARE</b>					
Bill	03/04/2026	Invoice 6336-...	5030.5 · Air Ambula...	2,400.00	2,400.00
Total AIRMEDCARE				2,400.00	2,400.00
<b>ALBER'S TRACTOR &amp; AG WORK</b>					
Bill	03/19/2026	Invoice 2610 ...	Bayside Property	300.00	300.00
Total ALBER'S TRACTOR & AG WORK				300.00	300.00
<b>AMAZON</b>					
Credit Card Charge	03/14/2026	Lock Boxes fo...	5120.1 · Vehicles	163.05	163.05
Total AMAZON				163.05	163.05
<b>Anali Gonzalez.</b>					
Bill	03/19/2026	PER DIEM M...	5250.4 · Per Diem R...	301.00	301.00
Bill	03/28/2026	Reimburseme...	5170.1 · Office Supp...	96.52	397.52
Total Anali Gonzalez.				397.52	397.52
<b>ARLY ALLEN</b>					
Bill	03/10/2026	Per Diem Mea...	5250.4 · Per Diem R...	387.00	387.00
Bill	03/11/2026	PER DIEM RE...	5250.4 · Per Diem R...	559.00	946.00
Total ARLY ALLEN				946.00	946.00
<b>AT&amp;T- CAL NET 3</b>					
Bill	03/23/2026	Monthly State...	5060.1 · Phones - La...	233.75	233.75
Total AT&T- CAL NET 3				233.75	233.75
<b>AT&amp;T MOBILITY (FIRSTNET)</b>					
Bill	03/02/2026	February Invoi...	5060.1 · Phones - La...	518.80	518.80
Bill	03/02/2026	March Invoice...	5060.1 · Phones - La...	531.77	1,050.57
Total AT&T MOBILITY (FIRSTNET)				1,050.57	1,050.57
<b>CAL MUNI PUBLIC FINANCING AUTHORITY</b>					
Bill	03/19/2026	Note # 562 00...	Debt Issue Costs	1,650.16	1,650.16
Bill	03/25/2026	PFA Note# 56...	Debt Issue Costs	0.00	1,650.16
Total CAL MUNI PUBLIC FINANCING AUTHORITY				1,650.16	1,650.16
<b>CAL PERS</b>					
Liability Check	03/13/2026	Employer Pai...	5020.1 · CalPERS R...	25,097.24	25,097.24
Total CAL PERS				25,097.24	25,097.24

## Arcata Fire Protection District Expenses by Vendor Detail

March 2026

Type	Date	Memo	Account	Amount	Balance
<b>CalPERS 457 PLAN</b>					
Liability Check	03/13/2026	Employer Pai...	5010.5 · Deferred C...	2,300.00	2,300.00
Total CalPERS 457 PLAN				2,300.00	2,300.00
<b>CANVA</b>					
Credit Card Charge	03/30/2026	Business card...	5170.1 · Office Supp...	35.23	35.23
Total CANVA				35.23	35.23
<b>CASCADE FIRE EQUIP.</b>					
Bill	03/17/2026	Invoice INV23...	5370.4 · Small Tools	325.16	325.16
Total CASCADE FIRE EQUIP.				325.16	325.16
<b>CENTRAL AVENUE SERVICE CENTER</b>					
Bill	03/10/2026	Repair broken...	206 · 2006 F-350	435.00	435.00
Bill	03/10/2026	2009 F250 Su...	206 · 2006 F-350	5.00	440.00
Total CENTRAL AVENUE SERVICE CENTER				440.00	440.00
<b>CHECKS FOR LESS</b>					
Bill	03/19/2026	Order 491006...	5170 · Office Expense	143.10	143.10
Total CHECKS FOR LESS				143.10	143.10
<b>CHEVRON</b>					
Credit Card Charge	03/19/2026	Fuel for rental ...	5250 · Transportatio...	70.05	70.05
Total CHEVRON				70.05	70.05
<b>CITY OF ARCATA</b>					
Bill	03/07/2026	Account 0153...	Mad River Station	152.00	152.00
Total CITY OF ARCATA				152.00	152.00
<b>CIVICPLUS, LLC</b>					
Bill	03/23/2026	DocAccess S...	5180.10 · Subscripti...	4,693.00	4,693.00
Credit	03/23/2026	Credit 6CC37...	5180.10 · Subscripti...	-3,541.88	1,151.12
Total CIVICPLUS, LLC				1,151.12	1,151.12
<b>COAST COUNTIES PETERBILT</b>					
Bill	03/10/2026	Engine syste...	116 · 2022 Pierce	370.57	370.57
Bill	03/10/2026	Request to ch...	116 · 2022 Pierce	237.44	608.01
Bill	03/10/2026	Drivers side w...	116 · 2022 Pierce	183.87	791.88
Total COAST COUNTIES PETERBILT				791.88	791.88
<b>COASTAL BUSINESS SYSTEMS, INC</b>					
Bill	03/16/2026	Invoice 41499...	5200.1 · Copier	691.97	691.97
Total COASTAL BUSINESS SYSTEMS, INC				691.97	691.97
<b>COLANTUONO HIGHSMITH &amp; WHATLEY PC</b>					
Bill	03/04/2026	INVOICE 694...	5180.1 · Legal	415.00	415.00
Total COLANTUONO HIGHSMITH & WHATLEY PC				415.00	415.00
<b>DOUBLE TREE</b>					
Credit Card Charge	03/23/2026	Breakfast for ...	5250.4 · Per Diem R...	98.12	98.12
Total DOUBLE TREE				98.12	98.12

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

Type	Date	Memo	Account	Amount	Balance
<b>ENTERPRISE</b>					
Bill	03/05/2026	4 day Car @ 4...	5250.5 · Travel Costs	169.48	169.48
Bill	03/05/2026	Tax, Surcharg...	5250.5 · Travel Costs	45.31	214.79
Total ENTERPRISE				214.79	214.79
<b>EUREKA RUBBER STAMP</b>					
Bill	03/03/2026	Invoice A4116...	5050.1 · Uniforms	22.98	22.98
Bill	03/11/2026	Invoice A4119...	5230.9 · Recognition...	45.86	68.84
Total EUREKA RUBBER STAMP				68.84	68.84
<b>FDAC</b>					
Credit Card Charge	03/19/2026	Registration fe...	5230.14 · Staff Traini...	450.00	450.00
Total FDAC				450.00	450.00
<b>FIRE APPARATUS SOLUTIONS</b>					
Credit Card Charge	03/23/2026	Station Boots ...	5050.2 · Station Boots	474.14	474.14
Total FIRE APPARATUS SOLUTIONS				474.14	474.14
<b>Fire District Association of California</b>					
Credit Card Charge	03/10/2026	Registration fo...	5230.14 · Staff Traini...	1,050.00	1,050.00
Bill	03/13/2026	March 20 to M...	5230.14 · Staff Traini...	0.00	1,050.00
Total Fire District Association of California				1,050.00	1,050.00
<b>FIRE RISK MANAGEMENT SERVICES</b>					
Bill	03/10/2026	FRMS April In...	5030.4 · Dental, Visi...	2,970.94	2,970.94
Total FIRE RISK MANAGEMENT SERVICES				2,970.94	2,970.94
<b>HENSELS</b>					
Bill	03/11/2026	Invoice 32661...	5170.1 · Office Supp...	22.04	22.04
Bill	03/13/2026	Invoice 32675...	McKinleyville Station	26.45	48.49
Bill	03/14/2026	Invoice 32680...	McKinleyville Station	23.12	71.61
Total HENSELS				71.61	71.61
<b>HOLIDAY INN</b>					
Credit Card Charge	03/09/2026	Hotel for Dron...	5250.3 · Lodging	1,163.68	1,163.68
Total HOLIDAY INN				1,163.68	1,163.68
<b>ID CREATOR</b>					
Bill	03/18/2026	Order 220223...	5050.6 · Shields & B...	60.00	60.00
Bill	03/18/2026	Order 220223...	5050.6 · Shields & B...	90.00	150.00
Total ID CREATOR				150.00	150.00
<b>INFINITE CONSULTING SERVICES</b>					
Bill	03/01/2026	Invoice 13736...	5180.8 · IT	4,095.00	4,095.00
Total INFINITE CONSULTING SERVICES				4,095.00	4,095.00
<b>JESUS BARRON</b>					
Bill	03/16/2026	Per Diem Mea...	5250.4 · Per Diem R...	376.00	376.00
Total JESUS BARRON				376.00	376.00
<b>L.N. CURTIS AND SONS</b>					
Bill	03/24/2026	Invoice 10512...	112 · 2011 Ferrara (2)	330.71	330.71
Total L.N. CURTIS AND SONS				330.71	330.71

## Arcata Fire Protection District Expenses by Vendor Detail

March 2026

Type	Date	Memo	Account	Amount	Balance
<b>LUBE CENTRAL</b>					
Bill	03/05/2026	Synthetic Engi...	216 · 2022 Chevy Ta...	75.92	75.92
Bill	03/05/2026	Shop Supplies	216 · 2022 Chevy Ta...	18.99	94.91
Bill	03/05/2026	Environmetal ...	216 · 2022 Chevy Ta...	4.00	98.91
Bill	03/05/2026	Full Service O...	216 · 2022 Chevy Ta...	41.00	139.91
Bill	03/05/2026	Sales Tax	216 · 2022 Chevy Ta...	8.48	148.39
Total LUBE CENTRAL				148.39	148.39
<b>LYNN CARD COMPANY</b>					
Credit Card Charge	03/18/2026	Thank you an...	5170.1 · Office Supp...	108.95	108.95
Total LYNN CARD COMPANY				108.95	108.95
<b>MAD RIVER COMMUNITY HOSPITAL</b>					
Bill	03/16/2026	Enginner Rice...	5180.3 · Medical Exa...	148.75	148.75
Bill	03/16/2026	Enginner Rice...	5180.3 · Medical Exa...	43.75	192.50
Bill	03/16/2026	Enginner Rice...	5180.3 · Medical Exa...	43.75	236.25
Bill	03/16/2026	Enginner Rice...	5180.3 · Medical Exa...	43.75	280.00
Bill	03/16/2026	Enginner Rice...	5180.3 · Medical Exa...	131.25	411.25
Bill	03/16/2026	Enginner Rice...	5180.3 · Medical Exa...	70.00	481.25
Bill	03/16/2026	Enginner Rice...	5180.3 · Medical Exa...	148.75	630.00
Bill	03/16/2026	Engineer Rice...	5180.3 · Medical Exa...	1,631.52	2,261.52
Bill	03/16/2026	Enginneer Ric...	5180.3 · Medical Exa...	43.75	2,305.27
Bill	03/16/2026	Engineer Rice...	5180.3 · Medical Exa...	1,110.69	3,415.96
Bill	03/16/2026	Engineer Rice...	5180.3 · Medical Exa...	815.80	4,231.76
Total MAD RIVER COMMUNITY HOSPITAL				4,231.76	4,231.76
<b>MARCUS LILLARD</b>					
Bill	03/06/2026	M. Lillard EMS...	5230.6 · Certifications	250.00	250.00
Total MARCUS LILLARD				250.00	250.00
<b>MCK. COMM. SERVICES DISTRICT</b>					
Bill	03/11/2026	Account ARC...	McKinleyville Station	25.76	25.76
Bill	03/11/2026	Account ARC...	McKinleyville Station	195.71	221.47
Total MCK. COMM. SERVICES DISTRICT				221.47	221.47
<b>MCKINLEYVILLE ACE HARDWARE</b>					
Bill	03/05/2026	Invoice 51438...	5370.4 · Small Tools	324.23	324.23
Bill	03/05/2026	Pack out deep...	5370.4 · Small Tools	69.99	394.22
Bill	03/05/2026	Pack out large...	5370.4 · Small Tools	25.00	419.22
Bill	03/11/2026	Invoice 51466...	McKinleyville Station	40.41	459.63
Bill	03/14/2026	Invoice 51482...	McKinleyville Station	41.31	500.94
Bill	03/17/2026	Invoice 51494...	McKinleyville Station	49.99	550.93
Bill	03/23/2026	Invoice 51528...	Mad River Station	41.94	592.87
Bill	03/31/2026	Invoice 51577...	5120.12 · Maintence...	16.06	608.93
Total MCKINLEYVILLE ACE HARDWARE				608.93	608.93
<b>MIDAMERICA</b>					
Bill	03/16/2026	4Q25 Adminis...	5030.3 · Retiree Hea...	399.00	399.00
Total MIDAMERICA				399.00	399.00
<b>MIDAMERICA HRA</b>					
Bill	03/24/2026	April Retiree ...	5030.2 · Health (Reti...	32,548.35	32,548.35
Total MIDAMERICA HRA				32,548.35	32,548.35

Arcata Fire Protection District  
Expenses by Vendor Detail  
March 2026

Type	Date	Memo	Account	Amount	Balance
<b>NFPA</b>					
Bill	03/04/2026	Membership f...	5150 · Memberships	225.00	225.00
Total NFPA				225.00	225.00
<b>Nick Barbieri Trucking LLC</b>					
Bill	03/19/2026	Invoice 12732...	5250.2 · McKinleyvill...	1,239.23	1,239.23
Total Nick Barbieri Trucking LLC				1,239.23	1,239.23
<b>NORTH COAST EMERGENCY MEDICAL SERVICE</b>					
Credit Card Charge	03/12/2026	EMT Recertifi...	5230.6 · Certifications	80.07	80.07
Total NORTH COAST EMERGENCY MEDICAL SERVICE				80.07	80.07
<b>O'REILLY AUTO PARTS</b>					
Credit Card Charge	03/24/2026	Phone holder	206 · 2006 F-350	20.65	20.65
Credit Card Credit	03/24/2026	Returned Pho...	206 · 2006 F-350	-20.65	0.00
Total O'REILLY AUTO PARTS				0.00	0.00
<b>OFFICE DEPOT</b>					
Bill	03/02/2026	Invoice 45967...	McKinleyville Station	62.18	62.18
Bill	03/02/2026	Invoice 45968...	McKinleyville Station	62.47	124.65
Bill	03/03/2026	Invoice 46183...	Mad River Station	172.19	296.84
Bill	03/19/2026	Invoice 45773...	5170.1 · Office Supp...	11.95	308.79
Bill	03/19/2026	Invoice 45770...	5170.1 · Office Supp...	20.65	329.44
Bill	03/19/2026	Invoice 45773...	5170.1 · Office Supp...	53.83	383.27
Bill	03/23/2026	Dividers	5170.1 · Office Supp...	11.34	394.61
Bill	03/23/2026	Tabs and staple	5170.1 · Office Supp...	35.41	430.02
Total OFFICE DEPOT				430.02	430.02
<b>OPTIMUM</b>					
Bill	03/04/2026	ACCT #07715...	5060.5 · Cable TV & ...	1,253.38	1,253.38
Total OPTIMUM				1,253.38	1,253.38
<b>PACIFIC GAS AND ELECTRIC</b>					
Bill	03/04/2026	Statement Dat...	McKinleyville Station	1,580.68	1,580.68
Bill	03/04/2026	Account # 848...	McKinleyville Station	1,580.68	3,161.36
Bill	03/10/2026	Statement Dat...	Arcata Station	1,098.57	4,259.93
Bill	03/23/2026	Account 8195...	Mad River Station	546.73	4,806.66
Total PACIFIC GAS AND ELECTRIC				4,806.66	4,806.66
<b>PERS / HEALTH</b>					
Bill	03/24/2026	PA Billing Acti...	5030.1 · Health (Cur...	56,337.30	56,337.30
Bill	03/24/2026	PA Billing Em...	5030.2 · Health (Reti...	5,319.16	61,656.46
Bill	03/24/2026	Admin Fee	5030.1 · Health (Cur...	45.07	61,701.53
Bill	03/24/2026	Admin Fee	5030.3 · Retiree Hea...	30.29	61,731.82
Total PERS / HEALTH				61,731.82	61,731.82
<b>RECOLOGY ARCATA</b>					
Bill	03/27/2026	Account 0612...	Mad River Station	73.64	73.64
Total RECOLOGY ARCATA				73.64	73.64
<b>RENNER PETROLEUM</b>					
Credit Card Charge	03/19/2026	Fuel for rental ...	5250 · Transportatio...	38.27	38.27
Total RENNER PETROLEUM				38.27	38.27

## Arcata Fire Protection District Expenses by Vendor Detail

March 2026

Type	Date	Memo	Account	Amount	Balance
<b>RESTORATION FIRST RESPONDER NETWORK</b>					
Bill	03/13/2026	Agreement wi...	5230.10 · Health & ...	15,403.00	15,403.00
Bill	03/16/2026	Individual Cou...	5230.10 · Health & ...	2,640.00	18,043.00
Total RESTORATION FIRST RESPONDER NETWORK				18,043.00	18,043.00
<b>RMW ACCOUNTING</b>					
Bill	03/07/2026	Invoice 1067 ...	5180.6 · Accountant ...	206.00	206.00
Total RMW ACCOUNTING				206.00	206.00
<b>SAFEWAY</b>					
Credit Card Charge	03/12/2026	Food for Boar...	5080 · Food	134.08	134.08
Total SAFEWAY				134.08	134.08
<b>SILKE COMMUNICATIONS</b>					
Credit	03/10/2026	Credit Payme...	5370.4 · Small Tools	-347.83	-347.83
Total SILKE COMMUNICATIONS				-347.83	-347.83
<b>SOLE TREADMILLS</b>					
Credit Card Charge	03/16/2026	Replacement t...	5230.10 · Health & ...	1,543.49	1,543.49
Total SOLE TREADMILLS				1,543.49	1,543.49
<b>STAR LINK</b>					
Credit Card Charge	03/24/2026	C8202 Star Li...	5121 · Maintenance ...	65.00	65.00
Total STAR LINK				65.00	65.00
<b>STATE FIRE TRAINING</b>					
Bill	03/30/2026	Request Exa...	5230.14 · Staff Traini...	125.00	125.00
Total STATE FIRE TRAINING				125.00	125.00
<b>SUNNYBRAE ACE HARDWARE</b>					
Bill	03/11/2026	Invoice 29300...	Arcata Station	29.76	29.76
Total SUNNYBRAE ACE HARDWARE				29.76	29.76
<b>TARGET</b>					
Credit Card Credit	03/05/2026	Training Aid fo...	5230.15 · Training S...	-33.06	-33.06
Total TARGET				-33.06	-33.06
<b>ThE FIRE STORE</b>					
Credit Card Charge	03/23/2026	New Fire boot...	5050.2 · Station Boots	397.37	397.37
Total ThE FIRE STORE				397.37	397.37
<b>THE MITCHELL LAW FIRM, LLP</b>					
Bill	03/09/2026	Invoice 10447	5180.1 · Legal	111.00	111.00
Total THE MITCHELL LAW FIRM, LLP				111.00	111.00
<b>THE STANDARD</b>					
Bill	03/23/2026	Policy 006483...	5030.6 · Long Term ...	638.00	638.00
Total THE STANDARD				638.00	638.00
<b>UNITED AIRLINES</b>					
Credit Card Charge	03/19/2026	Accidental Pur...	800941 · Refunds	193.50	193.50
Total UNITED AIRLINES				193.50	193.50

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

Type	Date	Memo	Account	Amount	Balance
<b>VALLEY PACIFIC</b>					
Bill	03/03/2026	CL-26-964-19...	5250.1 · Cardlock Fuel	2,247.14	2,247.14
Bill	03/31/2026	Invoice 26-00...	McKinleyville Station	117.98	2,365.12
Total VALLEY PACIFIC				2,365.12	2,365.12
<b>VERITAS VANS</b>					
Credit Card Charge	03/11/2026	Starlink Mount...	216 · 2022 Chevy Ta...	369.67	369.67
Total VERITAS VANS				369.67	369.67
<b>WAYNE PEABODY</b>					
Bill	03/05/2026	Per Diem Mea...	5250.4 · Per Diem R...	473.00	473.00
Total WAYNE PEABODY				473.00	473.00
<b>TOTAL</b>				<b>184,068.67</b>	<b>184,068.67</b>

# District Business



**Date:** April 9, 2026  
**To:** Board of Directors  
**From:** Anali Gonzalez, Board Secretary  
**Subject:** Request for Nominations for Humboldt Local Agency Formation Commission (LAFCo)

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## **Recommendation**

Staff recommends the Board consider the information provided, take public comment, and consider a nomination of an Arcata Fire District Board Member to be a candidate for the LAFCo ballot.

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## **Background**

Local Agency Formation Commissions (LAFCos) were created in each county by the California State Legislature in 1963. LAFCos have regulatory and planning responsibilities to coordinate the timely development of local governmental agencies and their services while protecting agricultural and open-space resources. This includes managing local governmental boundary changes by approving or disapproving proposals involving the formation, expansion, or dissolution of cities and special districts.

Each LAFCo operates independently of state and local government agencies. However, LAFCos administer Government Code Section 56000 et seq., known as the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act). The CKH Act establishes state-mandated parameters that encourage planned, efficient urban development, preservation of open-space lands, and discouragement of urban sprawl.

Humboldt LAFCo is an independent local agency created to encourage orderly growth and development of local agencies. Its mission is to facilitate changes in local governmental structure and boundaries that foster orderly growth, promote efficient service delivery, and preserve open space and agricultural lands. LAFCo also conducts studies, including municipal service reviews, to evaluate service levels prior to adopting spheres of influence for cities and special districts.

Humboldt LAFCo is composed of seven regular commissioners: two county supervisors, two city council members, two special district members, and one public member. Commissioners serve four-year terms, and each classification also includes one alternate member. The Commission employs its own staff, including an Executive Officer and Administrator.

Attachment 1 is a memo from the LAFCo Executive Officer indicating that the term of office for one regular special district member expires on June 30, 2026, and nominations are being sought. If the Arcata Fire District Board elects to nominate a Board member, the Board Secretary will complete and submit Attachment 2 (Regular Nomination Form) along with Attachment 3 (Candidate Information Sheet) completed by the nominee.

The deadline for submission of nominations is May 1, 2026.

---

### **Discussion / Analysis**

The Board may consider whether to nominate one of its members to serve as a special district representative on Humboldt LAFCo. Participation would provide the District with representation in regional boundary and service planning decisions.

---

### **Fiscal Impact**

- No Impact / Not Applicable
  - Funding Source Confirmed
  - Other
- 

### **Alternatives**

The Board has the following alternatives:

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

### **Attachments**

- Attachment 1 – Request for Nominations to Serve on LAFCo
- Attachment 2 – Special District Member Regular Nomination Form 2026
- Attachment 3 – Special District Member Candidate Information Sheet 2026



Date: March 11, 2026  
 To: Presiding Officers of Independent Special Districts  
 c/o District Clerks and General Managers  
 From: Colette Santsche, LAFCo Executive Officer  
**Subject: Call for Nominations for Special District Members to Serve on Humboldt LAFCo**

The terms of office for one (1) Regular Special District Member and one (1) Alternate Special District Member on the Humboldt Local Agency Formation Commission (LAFCo) are scheduled to expire on June 30, 2026. Commissioner terms are four years and end on June 30. There are no term limits.

Pursuant to Government Code Section 56332, the Independent Special District Selection Committee serves as the appointing authority for the LAFCo special district representatives. The upcoming term of office for the seats subject to election will run from July 1, 2026 to June 30, 2030.

**Current Special District Members**

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

**Selection Process**

Government Code Section 56332 establishes the process for selecting special district representatives to serve on LAFCo. The statute provides for a meeting of the Independent Special District Selection Committee, comprised of representatives from each independent special district in Humboldt County, unless the Executive Officer determines that such a meeting is not feasible.

Based on the provisions of Government Code Section 56332, it has been determined that convening a meeting of the Independent Special District Selection Committee is not feasible due to the likelihood that a quorum would not be achieved. Accordingly, both the nomination process and the election will be conducted by mail ballot pursuant to Government Code Section 56332(f).

You are therefore invited to submit nominations for the Regular Member and Alternate Member special district seats. The presiding officer (Board Chair/President) of each independent special district may nominate any director currently serving on the governing board of an independent special district within Humboldt County. Formal board action to nominate a candidate is not required under Government Code Section 56332(f); however, districts may choose to confirm nominations through action of their governing board.

**About Humboldt LAFCo**

The Commission is composed of seven regular members and four alternates representing the county, cities, independent special districts, and the public. Regular Commission meetings are generally held on the third Wednesday of odd-numbered months at 9:00 a.m. in the City of Eureka Council Chamber, 531 K Street, Eureka. Commissioners receive a \$20 stipend per meeting and are reimbursed for mileage. Additional information about Humboldt LAFCo is available at: [www.humboldtlaoco.org](http://www.humboldtlaoco.org). If you have questions, please contact LAFCo staff at (707) 445-7508 or [colette@humboldtlaoco.org](mailto:colette@humboldtlaoco.org).

**Nomination Guidelines and Requirements**

A schedule is enclosed together with a list of the 49 independent special districts in Humboldt County eligible to participate. If your district wishes to nominate a board member for the Regular Member and/or Alternate Member seat, the following procedures apply:

1. Each district may nominate one person for the Regular Member seat and/or one person for the Alternate Member seat. Additional nomination forms may be found on the Humboldt LAFCo website under "Special District Vacancies". Nominees must be members of a district governing board, not district staff. A nominee may run for both the Regular Member and Alternate Member seats. If a nominee receives the highest number of votes for both seats, the nominee shall be seated as the Regular Member, and the candidate receiving the next highest number of votes for the Alternate Member seat shall be seated as Alternate Member.
2. All nominations must include a completed Nomination Form (enclosed) and 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.
3. A Candidate Information Form (enclosed) or Letter of Interest may be submitted with the nomination. This is voluntary and will be kept on file at the LAFCo office and made available upon request. It will not be distributed with the ballots.
4. All nomination materials must be submitted to: Humboldt LAFCo, 670 9<sup>th</sup> Street, Suite 202, Arcata, CA 95521, or emailed to the Executive Officer at: [colette@humboldtlaftco.org](mailto:colette@humboldtlaftco.org).  
The deadline for submitting nominations is 5:00 p.m., Friday, May 1, 2026. Nominations received after this deadline will not be considered.
5. Upon receipt of nominations, LAFCo will prepare and distribute ballots to each district. Ballots will include voting instructions, the return deadline, and information regarding the announcement of election results.

**Election Schedule**

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

**Independent Special Districts**

Big Lagoon CSD	Arcata FPD	Alderpoint County WD
Briceland CSD	Blue Lake FPD	Hydesville County WD
Carlotta CSD	Briceland FPD	Jacoby Creek County WD
Fieldbrook-Glendale CSD	Bridgeville FPD	Humboldt Bay Municipal WD
Humboldt CSD	Ferndale FPD	Garberville Sanitary District
Loleta CSD	Fruitland Ridge FPD	Resort Improvement District No. 1
Manila CSD	Garberville FPD	
McKinleyville CSD	Humboldt No. 1 FPD	Humboldt Bay Harbor, Recreation & Conservation District
Miranda CSD	Kneeland FPD	Humboldt County Resource Conservation District
Orick CSD	Myers Flat FPD	North Humboldt Recreation & Park District
Orleans CSD	Petrolia FPD	Southern Humboldt Community Healthcare District
Palmer Creek CSD	Redway FPD	Fortuna Cemetery District
Patrick Creek CSD	Rio Dell FPD	Petrolia Cemetery District
Peninsula CSD	Salmon Creek FPD	
Phillipsville CSD	Telegraph Ridge FPD	
Redway CSD	Willow Creek FPD	
Riverside CSD		
Scotia CSD		
Weott CSD		
Westhaven CSD		
Willow Creek CSD		



**Independent Special District Selection Committee  
Nomination Form 2026**

Please use this form to nominate one person for the Regular Member seat and/or one person for the Alternate Member seat. Additional nomination forms may be found on the LAFCo website under "Special District Vacancies". Nominees must be members of a district governing board, not district staff. A nominee may run for both the Regular Member and Alternate Member seats.

**NOMINEE INFORMATION**

Name of Nominee: \_\_\_\_\_

Position of Nominee (e.g., Director, Board President): \_\_\_\_\_

Nominee's District: \_\_\_\_\_

Seat Designation: (select one or more)

Regular Voting Member: Term June 2026 – June 2030

Alternate Member: Term June 2026 – June 2030

**NOMINATING DISTRICT AUTHORIZATION**

Name of Nominating District: \_\_\_\_\_

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

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

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

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

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

**ATTACHMENTS (Optional)**

Meeting Minutes

Candidate Information Form or Letter of Interest

**SUBMISSION:** Nominations must be received no later than Friday, May 1, 2026, at 5:00 P.M.

Please send completed nomination form(s) and any supplemental nomination materials to Humboldt LAFCo, 670 9<sup>th</sup> Street, Suite 202, Arcata, CA 95521, or email to the Executive Officer [colette@humboldtlaaco.org](mailto:colette@humboldtlaaco.org).

<sup>1</sup> All nominations 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.



**Independent Special District Selection Committee  
Candidate Information Form 2026**

Providing this form or a letter of interest and qualifications is voluntary. It will be kept on file at the LAFCo office and made available on request. It will not be distributed with the ballots.

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

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

Position Title: \_\_\_\_\_

Length of service with District:

Present Occupation:

Brief description of professional background:

Summarize your interest in serving on LAFCo:

Summarize your qualifications for serving on LAFCo:

List local government and/or civic organization involvement:

**Date:** April 9, 2026

**To:** Board of Directors, Arcata Fire District

**From:** Chris Emmons, Fire Chief

**Subject:** Public Hearing and Consideration of Resolution Approving the Fire Impact Fee Nexus Study and Requesting Adoption and Implementation of a Fire Impact Fee Program by Humboldt County and the City of Arcata

---

## RECOMMENDATION

- Conduct the public hearing regarding the proposed Arcata Fire Protection District (“District”) Fire Impact Fee Nexus Study (Nexus Study”) and Fire Impact Fee Program
  - Consider adoption of the attached resolution approving the Nexus Study and requesting that the Humboldt County (“County”) Board of Supervisors and the City of Arcata (“City”) Council adopt and implement the Fire Impact Fee Program on behalf of the District.
- 

## BACKGROUND

The District retained SCI Consulting Group (“SCI”) to prepare the District’s Fire Impact Fee Nexus Study to establish the legal and technical basis for a fire impact fee program. The Nexus Study evaluates the relationship between new development within the District and the need to expand fire protection facilities, apparatus, and equipment to maintain the District’s existing level of service as growth occurs. The study was prepared in accordance with the Mitigation Fee Act (Government Code Section 66000 et seq.).

A preliminary version of the Nexus Study and proposed fee program was presented to the District Board at its March 13, 2026 meeting, at which time the District Board received an overview of the methodology and provided direction to proceed with the public review and adoption process.

Because the District does not have land use authority, development impact fees must be adopted and implemented by the City and County on behalf of the District.

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## DISCUSSION

The proposed fire impact fee program is intended to ensure that new development pays its fair share of the cost of growth related fire protection facilities, apparatus, and

equipment. The program is designed to maintain the District's existing level of service as new development occurs.

The Nexus Study demonstrates that a reasonable relationship exists between new development, the need for fire protection facilities, and the amount of the proposed fee, consistent with the requirements of the Mitigation Fee Act.

The proposed resolution would:

- Approve the Nexus Study
- Make the findings required under the Mitigation Fee Act
- Establish the maximum fire impact fees supported by the Nexus Study
- Request that the City and County adopt and implement the fee program on behalf of the District
- Request inclusion of automatic annual inflationary adjustments
- Confirm that the District will administer fee revenues in accordance with applicable accounting and reporting requirements

The proposed maximum fee schedule is as follows:

## **RESIDENTIAL DEVELOPMENT**

### **Per Living Area Square Foot**

- Single-Family Housing: **\$0.89**
- Multi-Family Housing: **\$1.02**
- Mobile Home: **\$0.77**
- ADU ≥ 750 sq. ft.: **\$0.89**
- ADU < 750 sq. ft.: **Exempt**

## **NONRESIDENTIAL DEVELOPMENT**

### **Per Building Square Foot**

- Retail / Commercial: **\$1.38**
- Office: **\$1.86**
- Industrial: **\$1.23**
- Agriculture: **\$0.18**
- Warehouse / Distribution: **\$0.66**

The fee revenues would be restricted to growth-related fire protection capital purposes identified in the Nexus Study and would not be used to fund existing deficiencies or unrelated operating costs.

---

## **FISCAL IMPACT**

Approval of the resolution does not impose the fee. Adoption and implementation by the City and County would establish a dedicated funding source for growth-related capital improvements, reducing reliance on existing revenues to fund facilities needed to serve new development.



# ARCATA FIRE PROTECTION DISTRICT

## FIRE IMPACT FEE NEXUS STUDY

APRIL 2026  
FINAL REPORT

PREPARED FOR:

**BOARD OF DIRECTORS  
ARCATA FIRE PROTECTION DISTRICT**

PREPARED BY:

  
**SCI Consulting Group**  
4745 MANGELS BOULEVARD  
FAIRFIELD, CALIFORNIA 94534  
PHONE 707.430.4300  
[www.sci-cg.com](http://www.sci-cg.com)

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## **ARCATA FIRE PROTECTION DISTRICT**

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### **BOARD OF DIRECTORS**

Nicole Johnson, President  
Randy Mendosa, Vice President  
Jason Akana, Director  
Eric Loudenslager, Director  
Blaine Maynor, Director

### **FIRE CHIEF**

Chris Emmons

### **ASSISTANT CHIEF**

Wayne Peabody

### **ASSISTANT CHIEF**

Ross McDonald

### **BUSINESS MANAGER**

Anali Gonzalez

### **FIRE MARSHAL**

Ed Laidlaw

### **IMPACT FEE CONSULTANT**

Blair Aas, Vice President / Principal  
SCI Consulting Group

## ACKNOWLEDGMENTS

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This Fire Impact Fee Nexus Study was prepared by SCI Consulting Group (“SCI”) under contract with the Arcata Fire Protection District (“District”). The work was accomplished under the general direction of Wayne Peabody, Assistant Fire Chief of the District. We want to acknowledge the special efforts made by the following individuals and organizations for this project:

- Chief Chris Emmons, Arcata Fire Protection District
- Assistant Chief Ross McDonald, Arcata Fire Protection District
- Anali Gonzalez, Arcata Fire Protection District
- Humboldt County Auditor’s Office
- Humboldt County Assessor’s Office

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## EXECUTIVE SUMMARY

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### INTRODUCTION

The Arcata Fire Protection District (“District” or “Arcata FPD”) is an independent special district located in Humboldt County (“County”), California, providing fire prevention and suppression, emergency medical response and transport, rescue services, and hazardous materials response. The District serves an area of approximately 62 square miles, including the City of Arcata (“City”) and the surrounding unincorporated communities of McKinleyville, Manila, and Bayside/Jacoby Creek. The District also serves the Cal Poly Humboldt campus located within the City of Arcata.

This Fire Impact Fee Nexus Study (“Nexus Study”) was prepared pursuant to the “Mitigation Fee Act,” as found in Government Code § 66000 et seq. The purpose of this Nexus Study is to establish the legal and policy basis for the collection of new fire impact fees (“fees”) on new residential and nonresidential development within the District. The purpose of the fee is to fund the one-time cost of expanding the District’s facilities, apparatus, and equipment needed to accommodate new development.

For purposes of this Nexus Study, the term “facilities” or “fire system facilities” will refer to facilities (land, stations, and other buildings), apparatus (engines and other vehicles), and equipment. The term “new development” generally refers to the persons (residents and employees working in the District’s service area) and the structural area (residential area and nonresidential building area) in which the persons live or work.

Under California law, the District lacks the land-use authority to impose impact fees on development projects. As the District serves the unincorporated areas of the County, the County Board of Supervisors is responsible for adopting the fire impact fee program and imposing the fees on behalf of the District. The fees shall cover the areas outlined in the map provided in Appendix A.

In order to impose such fees, this Nexus Study will demonstrate that a reasonable relationship or “nexus” exists between new development that occurs within the District and the need for fire protection facilities, apparatus, and equipment as a result of new development. More specifically, this Nexus Study will present findings in order to meet the procedural requirements of the Mitigation Fee Act, also known as AB 1600, which states as follows:

1. Identify the **purpose** of the fee.
2. Identify the **use** to which the fee is to be put.

3. Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed ("**benefit relationship**").
4. Determine how there is a reasonable relationship between the need for the fire facilities and the type of development project on which the fee is imposed ("**impact relationship**").
5. Determine how there is a reasonable relationship between the amount of the fee and the cost of the facilities or portion of the facilities attributable to the development on which the fee is imposed ("**rough proportionality**").

Additionally, the Act specifies that the fee shall not include costs attributable to existing deficiencies in public facilities but may include the costs attributable to the increased demand for public facilities reasonably related to the development project in order to refurbish existing facilities to maintain the existing level of service or achieve an adopted level of service that is consistent with the County General Plan.

#### **METHODOLOGY AND APPROACH**

To determine the District's fire impact fee consistent with these **substantive requirements**, this Nexus Study utilizes a system-wide existing facility standard methodology. Under this method, the District's ratio of existing fire protection facilities, apparatus, and equipment to the existing service population establishes the standard for determining new development's fair share of the cost to expand the District's fire system as growth occurs.

The facility standard methodology is a commonly used method for determining fire impact fees. It was validated by the Homebuilders Association of Tulare/Kings Counties, Inc. v. City of Lemoore in 2010. Under this method, the identification and use of an existing facility standard, along with the restricted use of fee revenue, ensure that new development will not fund any existing deficiencies, as prohibited by the Act. Instead, only capital improvements and apparatus, vehicles, and equipment purchases that expand the District's fire system are allowable uses of fee revenue. Likewise, the fee program will generate only enough revenue to proportionally expand the fire system to maintain the existing level of service.

The existing facility standard is based on the District's ratio of existing fire protection and emergency response facilities, apparatus, and equipment to the existing service population. Existing development refers to the persons (residents and employees working in the District's service area) and the structural area (residential area and nonresidential building area) in which the persons live or work. Existing development demand is based on the District's service call data. The replacement value of the District's existing fire system is determined using the replacement value of the District's existing inventory of fire protection

facilities, apparatus, and equipment. These costs are then allocated to nine land use categories in proportion to the need they create for fire protection and emergency response services.

The Act requires that, in establishing a development impact fee program, the facilities funded by the fee must be identified. However, the Act provides flexibility regarding how that identification may be made. The fee program may identify a broad class of projects,<sup>1</sup> be made by reference to a capital improvement plan, be made in accordance with applicable general or specific plan requirements, or be made in other public documents. This fee program identifies facilities (land, stations, and other buildings), apparatus (engines and other vehicles), and equipment as the broad classes to be funded by the fee.

The District's capital improvements, apparatus, and equipment purchases will benefit the entire fire system. The District's fire protection and emergency response resources are organized as an integrated fire system. The resources of one fire station do not serve a particular area in isolation from the District's other fire stations and resources. When the District has a service call, whether for a fire or other emergency, the District's response often involves resources from multiple fire stations. Likewise, new development in the District's service area is served by all the District facilities, apparatus, and equipment, not just by the nearest fire station.

Additionally, this Nexus Study affirms that the fire impact fees established herein are structured to maintain both a reasonable and legally sufficient relationship between new development and its impact on the District's fire system. While the maximum fire impact fee schedule is based on typical land-use characteristics and service-demand averages, it reflects the District's objective of allocating costs roughly in proportion and equitably across development types.

The fee program should include a provision allowing an applicant to request a project-specific fee adjustment by demonstrating that the standard fee, as applied, is not roughly proportional to the project's actual impact. Administrative review is available only when the applicant provides credible and verifiable evidence that the project will generate a materially lower demand than assumed in this Nexus Study. This appeals provision provides a means

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<sup>1</sup> According to Government Code § 66000(b) and validated by *Homebuilders Association of Tulare/Kings Counties, Inc. v. City of Lemoore* 185 Cal. App. 4th 554 5th Dist. (2010).

of ensuring that the fire impact fee, as applied, remains roughly proportional to the specific development's impact, consistent with *Nollan/Dolan/Koontz* principles.<sup>2</sup>

The Nexus Study also outlines the procedural requirements for approval of the Nexus Study and the proposed fire impact fee program ("fee program") by the District Board of Directors and for their adoption by the Arcata City Council and the County Board on behalf of the District. Also, the Act contains specific requirements for the **annual administration** of the fee program. These statutory requirements and other important information regarding the imposition and collection of the fee are provided in the last sections of the Nexus Study.

### SUMMARY OF GENERAL FINDINGS

The following general findings from the Nexus Study are presented:

1. Fire impact fees are necessary to ensure that the District can adequately expand its fire protection facilities, apparatus, and equipment to support the growth of residents and employees, as well as the creation of new structural area by new development.
2. The District's objective is to maintain its existing level of service by establishing a fire impact fee to fund the cost of expanding its facilities, apparatus, and equipment attributable to new development.
3. The District may approve, and the City and the County may adopt on its behalf, the following fees at or below the maximum level determined by this Nexus Study.

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<sup>2</sup> *Nollan v. California Coastal Comm'n*, 483 U.S. 825 (1987), *Dolan v. City of Tigard*, 512 U.S. 374 (1994) and *Koontz v. St. Johns River Water Management District*, 570 U.S. 595 (2013).

FIGURE 1 – MAXIMUM FIRE IMPACT FEE SCHEDULE

Land Use Category	Unit	Maximum Fire Impact Fee (2026) <sup>1</sup>
Single Family Housing	BSQFT	\$0.89
Multi-Family Housing	BSQFT	\$1.02
Mobile Home	BSQFT	\$0.77
Accessory Dwelling Unit < 750 sq. ft.	NA	Exempt
Accessory Dwelling Unit => 750 sq. ft.	BSQFT	\$0.89
Retail / Commercial	BSQFT	\$1.38
Office	BSQFT	\$1.86
Industrial	BSQFT	\$1.23
Agriculture	BSQFT	\$0.18
Warehouse / Distribution	BSQFT	\$0.66

Notes:

BSQFT = Building Square Feet

<sup>1</sup> See Figures 8 and 9.

4. Consistent with the nexus requirement of the Act, this Nexus Study demonstrates that there is a reasonable relationship between new development, the amount of the proposed fee, and facilities, apparatus, and equipment funded by the fee.
5. Fee revenue may be used to fund 100% of the cost of new and expanded facilities, 100% of the cost of apparatus, vehicles, and equipment that expand the District's existing inventory, and up to 8.5 percent of apparatus and vehicle replacement costs.
6. Since only cities and counties have land-use authority to impose development impact fees as a condition of project approval, the District's proposed fee must be adopted by the City and the County on behalf of the District.
7. The maximum fire impact fee determined by this Nexus Study is consistent with the policies of the City of Arcata General Plan and Humboldt County General Plan.

## SUMMARY OF GENERAL RECOMMENDATIONS

Based on the findings presented in the Nexus Study, the following general recommendations are presented:

1. Since only cities and counties have land use authority to impose development impact fees as a condition of project approval, the District's proposed fee must be adopted by the County on behalf of the District.
2. The District should establish a new fire impact fee to fairly allocate the costs of providing fire protection facilities, apparatus, and equipment to new development.
3. The District's new fire impact fee should be adopted and implemented in accordance with the applicable provisions of the Mitigation Fee Act (Government Code § 66000 et seq.).
4. The District and the County should comply with the annual reporting requirements under Government Code § 66006(b).
5. Following the fifth fiscal year after the first deposit of fee revenue and every five years thereafter, the District should comply with the reporting requirements under Government Code § 66001(d).
6. This Nexus Study and fee program must be updated at least every eight years. The next Nexus Study is due no later than January 1, 2034.
7. The City and the County should maintain and implement an administrative review process to allow project-specific fee adjustments where a materially lower demand is clearly demonstrated.
8. The cost estimates presented in this Nexus Study are stated in January 2026 dollars. The fire impact fee should be adjusted automatically each fiscal year based on the percentage change in the Engineering News-Record Construction Cost Index for San Francisco for the prior calendar year, or its successor publication, to maintain the purchasing power of fee revenue.

## **DETERMINATION OF EXISTING DEVELOPMENT**

---

The District serves both residences and businesses throughout its service area. As such, the demand for the District's fire protection services and associated fire protection facilities, apparatus, vehicles, and equipment is measured by its service population (residents or employees) and the structural area (i.e., living area or nonresidential building area) in which they live or work. This section will first determine the service population and structural area within the District. These figures, along with the District's service call data, will be used to establish an existing facility demand factor for the various residential and nonresidential land uses within the District, which in turn will be used to determine the total facilities demand of existing development.

### **EXISTING SERVICE POPULATION AND STRUCTURAL AREA**

The District provides fire protection and emergency response services to the City of Arcata and the unincorporated communities of McKinleyville, Manila, and Bayside/Jacoby Creek in Humboldt County. A map of the District's service boundaries is provided in Appendix A.

The District currently serves an estimated resident population of 36,832 based on population and housing data from the U.S. Census Bureau's 2024 American Community Survey Five-Year Estimates for the City of Arcata and the communities of McKinleyville and Manila. This population is accommodated within approximately 16,890 dwelling units across the District's service area, including both occupied and vacant units. The dwelling unit estimate reflects an assumed vacancy rate of 6.8 percent, consistent with residential vacancy rate estimates reported by the California Department of Finance. Housing units in the Bayside/Jacoby Creek area are incorporated through an allowance based on available local housing data.

For purposes of this analysis, housing units are categorized into three primary residential land use types: single family housing, multifamily housing, and mobile homes. To estimate the resident population served by each residential land use category, dwelling unit occupancy factors were applied to occupied housing units. These occupancy factors represent the average number of persons per occupied dwelling unit and are based on population and housing data from the U.S. Census Bureau's 2024 American Community Survey Five-Year Estimates for the Arcata, McKinleyville, and Manila Census designated places. Occupancy factors vary by housing type to reflect observed differences in household size across residential land uses.

FIGURE 2 – CURRENT RESIDENTIAL DEMOGRAPHICS

Residential Land Use Categories	Estimated Existing Housing Units <sup>1</sup>	Estimated Vacant Housing Units (6.8%) <sup>2</sup>	Dwelling Unit Occupancy Factor <sup>3</sup>	Estimated Existing Population (2026)
	Calc a	b	c	d = (a - b) * c
Single Family Housing	11,273	767	2.59	27,211
Multi-Family Housing	4,527	308	1.83	7,721
Mobile Home	1,090	74	1.87	1,900
<b>Total Service Area</b>	<b>16,890</b>	<b>1,149</b>	<b>NA</b>	<b>36,832</b>

Source: U.S. Census Bureau; California Department of Finance

Notes:

<sup>1</sup> Housing units from 2020 U.S. Census Bureau, 2024 ACS 5-Year Estimate, for Arcata, McKinleyville and Manila CDPs with and additional 473 housing units estimated for Bayside/Jacoby Creek.

<sup>2</sup> From the California Department of Finance for the City of Arcata.

<sup>3</sup> The dwelling unit occupancy factors are based on occupied housing units and population figures from 2020 U.S. Census Bureau, 2024 ACS 5-Year Estimate, for Arcata, McKinleyville and Manila CDPs.

The District also serves an estimated 13,512 workers and protects approximately 4.7 million square feet of existing nonresidential building area. The estimated number of workers in the District is based on U.S. Census Bureau OnTheMap data, which provides employment counts by place of work. The resulting jobs-to-housing ratio is 0.80, which is also relatively consistent with figures reported in local planning documents. The estimated nonresidential structural area is calculated by applying a standard factor of 1,190 square feet of nonresidential building area per worker (equivalent to 2.87 workers per 1,000 square feet).

It is important to note that the District's service area also includes the Cal Poly Humboldt campus located within the City. Student housing and employment associated with the university are reflected in the population and employment data used in this Nexus Study.

**RESIDENT EQUIVALENT DEMAND FACTOR**

For this Nexus Study, a calls-for-service approach is used to help establish the relative demand for fire facilities from residential and nonresidential land uses. Specifically, service call data are converted into a resident-equivalent demand factor, which represents the demand for service from a worker relative to that of a household resident.

As shown in Figure 3 on the following page, service call data for three years were gathered from the District’s Emergency Reporting database. Over the three years, the District averaged 2,393 annual service calls originating from residential properties and 946 from nonresidential properties. Service calls originating from highways, roads, open fields, or otherwise not classified as originating from residential or nonresidential land use are excluded.

Dividing the number of service calls by the estimated number of residents and workers produces per capita fire service demand factors, which indicate the relative demand each population group places on the District. Residents are used as the baseline, with a demand factor of 1.00. Nonresidential workers have a demand factor of 1.08, reflecting their moderate but consistent use of emergency services during work hours.

**FIGURE 3 – RESIDENT EQUIVALENT DEMAND FACTOR**

	Calc	Residential	Nonresidential
Average Annual Service Calls <sup>1</sup>	a	2,393	946
Residents or Workers <sup>2</sup>	b	36,832	13,512
Per Capita Fire Service Demand	$c = a / b$	0.0650	0.0700
Resident Equivalent Demand Factor	$d = c / 0.0650$	1.00	1.08

Sources: Arcata Fire Protection District; SCI Consulting Group

Notes:

<sup>1</sup> Average for FY 22 thru FY 24 from the District’s Emergency Reporting database.

<sup>2</sup> Estimated existing residents with the District’s service area. Workers is based on estimated jobs-to-housing ratio of 0.80

### EXISTING FIRE FACILITIES EDU DEMAND FACTOR

Next, equivalent dwelling unit (“EDU”) demand factors are established to compare the relative demand for fire facilities across four residential and five nonresidential land uses. The EDU is also used to convert nonresidential building area to a residential dwelling unit value. This common approach allows for the cost of fire protection facilities, apparatus, and equipment to be fairly apportioned among residential and nonresidential land uses.

Figure 4 on the following page shows the calculation of the existing fire facilities EDU demand factor for nine land use categories. The residential land use categories are expressed per dwelling unit, and the nonresidential land use categories are expressed per 1,000 square feet of building area. The occupancy density for each land use category is multiplied by its respective resident equivalent demand factor, then converted to a single-family home value. By this measure, for example, one single-family home creates the demand for fire facilities equal to 1,070 square feet of retail/commercial building area.

**FIGURE 4 – EXISTING FACILITIES EDU DEMAND FACTOR**

<b>Land Use Category</b>	<b>Unit</b>	<b>Occupancy Density per Unit<sup>1</sup></b>	<b>Resident Equivalent Demand Factor<sup>2</sup></b>	<b>Facilities EDU Demand Factor</b>
	Calc	a	b	$c = (a * b) / 2.59$ (rounded)
Single-Family Housing	DU	2.59	1.00	<b>1.00</b>
Multi-Family Housing	DU	1.83	1.00	<b>0.71</b>
Mobile Home	DU	1.87	1.00	<b>0.72</b>
Residential	DU	2.34	1.00	<b>0.90</b>
Retail / Commerical	KBSF	2.56	1.08	<b>1.07</b>
Office	KBSF	3.47	1.08	<b>1.44</b>
Industrial	KBSF	2.28	1.08	<b>0.95</b>
Agriculture	KBSF	0.33	1.08	<b>0.14</b>
Warehouse / Distribution	KBSF	1.23	1.08	<b>0.51</b>
Nonresidential	KBSF	2.87	1.08	<b>1.19</b>

DU = Dwelling Unit; KBSQ = 1,000 square feet of building area

Residents per unit are based on the most recent 2024 Five-Year Estimates of the American Community Survey for the Arcata, McKinleyville, and Manila Census-Designated Places and an estimate for the Bayside/Jacoby Creek community. All nonresidential density figures, except Agriculture, are based on the 2001 “Employment Density Study” prepared by The Natelson Company, Inc. for the Southern California Association of Governments, expressed in terms of the number of employees per 1,000 square feet of building area. Agriculture is from the 2004 “Employment Density in the Puget Sound Region” report prepared by E.K. Pflum for the University of Washington. For this Nexus Study, these figures are considered to be representative of the employment density of future nonresidential development.

**EXISTING FIRE FACILITIES DEMAND EDUs**

Figure 5 below calculates the District’s existing demand EDUs based on the total number of dwelling units and estimated nonresidential building area within the District. As shown, the total existing demand EDUs for the District is 20,875. Existing demand EDUs represent the level of existing development served by the District’s existing facilities.

**FIGURE 5 – EXISTING DEMAND EDUs**

Land Use Categories	Unit <sup>1</sup>	Units <sup>2</sup>	Fire Facilities EDU Demand Factor <sup>3</sup>	Existing Demand EDUs
	Calc	a	b	c = a * b
Single Family Housing	DU	11,273	1.00	11,273
Multi-Family Housing	DU	4,527	0.71	3,214
Mobile Home	DU	1,090	0.72	785
Nonresidential	KBSF	4,708	1.19	5,603
<b>Total</b>		<b>21,598</b>		<b>20,875</b>

Source: Humboldt County Assessor’s Office; SCI Consulting Group

Notes:

<sup>1</sup> DU = Dwelling Unit; KBSQ = 1,000 square feet of building area

<sup>2</sup> See Figure 2 for residential unit assumptions. Nonresidential units are based on an estimated 13,512 employees and an average employment density of 348 square feet per employee, or approximately 2.87 employees per 1,000 square feet of building area.

<sup>3</sup> See Figure 2.

## **DETERMINATION OF EXISTING FIRE PROTECTION FACILITIES**

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The next step in determining the District's existing fire facilities standard is to calculate the replacement value of the District's fire protection facilities, apparatus, and equipment. Figure 6 below presents a summary of replacement costs (in 2026 dollars) for the District's existing fire facilities, including land and fire stations, as well as its apparatus, such as engines and specialized vehicles, along with ancillary and station equipment.

Replacement values for fire stations are based on estimated construction costs per square foot, using the recently constructed City of Folsom's Fire Station 34 in Folsom Ranch as a primary comparable. That facility, completed in 2024, had a total construction cost of \$11.86 million (excluding land acquisition) for a 12,200-square-foot building, approximately \$972 per square foot at the time of bid in early 2023.

To more accurately reflect current market conditions, the \$972 unit cost has been adjusted by 0.42% based on the change in the Engineering News-Record Construction Cost Index (ENR CCI) for San Francisco between April 2023 and January 2026, resulting in an updated estimate of approximately \$976 per square foot. Replacement cost is used rather than historical construction cost because fire impact fees must reflect the cost of providing facilities to serve future growth under current construction conditions.

This updated figure is further validated by the construction costs of other recently completed fire stations in Roseville and Sacramento. When adjusted for inflation, those projects also fall within the \$1,000 to \$1,100 per square foot range, reinforcing the reasonableness of the District's assumed unit cost for fire station replacement in the region.

The replacement value of the District's apparatus, vehicles, and equipment inventory is based on updated unit cost assumptions and useful life estimates provided by the District. For older apparatus, values have been appropriately discounted to account for depreciation and current condition.

As provided below, the estimated replacement value of the District's existing fire protection facilities, apparatus, and equipment is approximately \$26.0 million. A detailed inventory breakdown, including specific items and their estimated replacement values, is provided in Appendix B.

**FIGURE 6 – REPLACEMENT VALUE OF EXISTING FIRE SYSTEM**

<b>Fee Components</b>	<b>Total Replacement Value (2026\$)</b>
Land	\$99,600
Stations / Other Buildings	\$21,876,800
Apparatus / Vehicles	\$3,572,500
Ancillary Equipment	\$456,500
Station Equipment	\$0
<b>Total Existing Fire System Facilities</b>	<b>\$26,005,400</b>

Source: Arcata Fire Protection District; SCI Consulting Group

## DETERMINATION OF THE FIRE IMPACT FEE

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The Act requires that development impact fees be determined in a way that ensures a reasonable relationship between the need for fire protection facilities, apparatus, and equipment and the type of development project on which the fee is imposed. In this section, the District's existing fire facilities standard is determined and then applied to four residential and five nonresidential land use categories in proportion to the demand they create as measured by their EDU demand factor.

### EXISTING FIRE FACILITIES STANDARD

The District's ratio of existing fire facilities, apparatus, and equipment to the District's service population establishes the standard for determining new development's fair share of the cost to expand the District's fire facilities as growth occurs. As shown in Figure 7 below, this standard is represented by the existing fire system facilities cost of \$1,245.77 per demand EDU.

**FIGURE 7 – EXISTING FIRE FACILITIES STANDARD**

Existing Fire System Facilities <sup>1</sup>	\$26,005,400
Existing Demand EDUs <sup>2</sup>	20,875
<b>Existing Fire Facility Cost Per EDU</b>	<b>\$1,245.77</b>

Notes:

<sup>1</sup> See Figure 6.

<sup>2</sup> See Figure 5.

### RESIDENTIAL LAND USE CATEGORIES

Since residential land uses have varying dwelling unit occupancies and living areas, residential fire impact fees are expressed on a per-square-foot basis for four residential land use categories. The four residential land use categories are defined below.

- **“Single-family housing”** means a detached or attached one-family dwelling unit located on an individual assessor's parcel, including condominiums with separate ownership parcels.
- **“Multifamily housing”** means buildings or structures designed for two or more families for living or sleeping purposes, with kitchen and bath facilities for each family.

- **“Mobile home”** means a manufactured home or mobile home used as a permanent residence, including units located within mobile home parks.
- **“Accessory dwelling unit” or “ADU”** means a dwelling unit, or granny flat, either a detached or attached dwelling unit, which provides complete, independent living facilities for one or more persons with provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the primary residence.

The residential fire impact fee shall be charged on the square footage within the perimeter of a residential structure. Garages, carports, walkways, overhangs, patios, enclosed patios, detached storage structures, or similar areas are excluded.

### RESIDENTIAL FIRE IMPACT FEE DETERMINATION

Figure 8, on the following page, presents the calculation of the maximum residential fire impact fee. As shown, the residential fee is determined by multiplying the fire facility standard by its respective EDU demand factor, plus an additional four percent for the administration of the fire impact fee program. The fee program administrative cost component is designed to offset the costs of District, City, and County collection, documentation, annual reporting requirements, five-year reporting requirements, periodic Nexus Studies, and other costs reasonably related to compliance with the Act.

The District may approve, and the City and County may adopt fees lower than the maximum, justified amounts shown on the following page, provided that they are reduced by the same percentage for each land use category.

ADUs less than 750 square feet are exempt from impact fees, consistent with Government Code § 66324(c), which prohibits local agencies from imposing such fees on units under that size. For ADUs of 750 square feet or more, the law requires impact fees to be proportional to the primary dwelling’s square footage. In this case, since ADUs are typically located on single-family lots, the fee is assessed at the same rate as a single-family unit.

FIGURE 8 – MAXIMUM RESIDENTIAL FIRE IMPACT FEE

Residential Land Use Category	Facility Standard <sup>1</sup>	Facilities Demand	Cost per Unit	Admin. Expense 4% <sup>3</sup>	Average Living Area per Sq. Ft.	Maximum Residential Fees <sup>4</sup>
		EDU Factor <sup>2</sup>				
Calc	b		c = a * b	d = c * 0.03	e	f = (c + d) / e
			<i>- per dwelling unit -</i>			<i>- per sq. ft. -</i>
Single-Family Housing	\$1,245.77	1.00	\$1,245.77	\$49.83	1,450	\$0.89
Multi-Family Housing	\$1,245.77	0.71	\$884.50	\$35.38	900	\$1.02
Mobile Home	\$1,245.77	0.72	\$896.95	\$35.88	1,200	\$0.77
ADU < 750 sq. ft.	NA	NA	NA	NA	NA	Exempt
ADU => 750 sq. ft.	NA	NA	NA	NA	NA	\$0.89

Notes:

<sup>1</sup> See Figure 5.

<sup>2</sup> See Figure 2.

<sup>3</sup> County collection, documentation, annual reporting requirements, five-year report requirements, periodic Nexus Study updates and other costs reasonably related to compliance with the Act.

<sup>4</sup> Proposed residential fire impact fees are rounded down to the nearest cent.

#### NONRESIDENTIAL LAND USE CATEGORIES

As stated earlier, the Mitigation Fee Act requires that development impact fees be determined in a way that ensures a reasonable relationship between the fee and the type of development on which the fee is imposed. Since different nonresidential land uses have varying employment densities and structural areas, the nonresidential fire impact fee is expressed per square foot of building area for five nonresidential land use categories. The five nonresidential land use categories are defined below.

- **“Retail / Commercial”** means retail, commercial, educational, hotel/motel, and other construction.
- **“Office”** means general, professional, and medical office construction.
- **“Industrial”** means manufacturing construction.
- **“Agriculture”** means construction of barns and other agricultural structures.
- **“Warehouse / Distribution”** means the construction of buildings primarily devoted to the storage and/or distribution of materials.

The nonresidential fee shall be charged for “covered and enclosed space” within the perimeter of a nonresidential structure. Garages, parking structures, unenclosed walkways, utility or disposal areas, and storage areas incidental to the principal use of the development are excluded.

### NONRESIDENTIAL FIRE IMPACT FEE DETERMINATION

Figure 9 on the following page presents the calculation of the nonresidential fire impact fee. As shown, the fee for the five nonresidential land uses is determined by multiplying the fire facilities standard by each land use’s EDU demand factor, plus an additional 4 percent for the administration of the fire impact fee program. Note that the costs are expressed per 1,000 square feet of nonresidential building area and then converted to a per-square-foot fee.

**FIGURE 9 – MAXIMUM NONRESIDENTIAL FIRE IMPACT FEE**

Nonresidential Land Use Category	Facility Standard <sup>1</sup>	Facilities Demand	Cost per Unit	Admin. Expense	Total Cost per Unit	Maximum Nonres. Fire Impact Fee <sup>4</sup>
		EDU Factor <sup>2</sup>		4% <sup>3</sup>		
Calc	a	b	c = a * b	d = c * 0.03	e = c + d	f = e / 1,000
			<i>- per 1,000 sq. ft. of building area -</i>			<i>- per sq. ft. -</i>
Retail / Commercial	\$1,245.77	1.07	\$1,333	\$53.32	\$1,386.29	\$1.38
Office	\$1,245.77	1.44	\$1,794	\$71.76	\$1,865.66	\$1.86
Industrial	\$1,245.77	0.95	\$1,183	\$47.34	\$1,230.82	\$1.23
Agriculture	\$1,245.77	0.14	\$174	\$6.98	\$181.38	\$0.18
Warehouse / Distribution	\$1,245.77	0.51	\$635	\$25.41	\$660.76	\$0.66

Notes:

<sup>1</sup> See Figure 5.

<sup>2</sup> See Figure 2.

<sup>3</sup> County collection, documentation, annual reporting requirements, five-year report requirements, periodic Nexus Study updates and other costs reasonably related to compliance with the Act.

<sup>4</sup> Proposed nonresidential fire impact fees are rounded down to the nearest cent.

The District may approve, and the City and County may adopt fees lower than the maximum, justified amounts shown on the following page, provided that they are reduced by the same percentage for each land use category.

## PROJECTED FIRE IMPACT FEE REVENUE

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Figure 10 presents projected fire impact fee revenue based on an assumed average annual growth rate of 0.5 percent within the District through 2040. This growth rate is consistent with the moderate growth assumptions reflected in adopted planning documents for the City of Arcata, Humboldt County, and the McKinleyville Community Services District, which indicate modest but continued residential and nonresidential development over the near to mid-term.

Projected fire impact fee revenue is calculated by applying the District's established fire facilities demand standard to the incremental growth in demand equivalent dwelling units ("EDUs") resulting from new development. Demand EDU growth reflects the combined effects of population growth, employment growth, and the associated increase in residential and nonresidential structural area over time.

As shown in Figure 10, under this growth scenario, fire impact fee revenue is projected to generate approximately \$2.8 million, stated in 2026 dollars, to support the District's future capital needs. These revenues are intended to contribute toward the expansion of fire protection facilities, apparatus, and equipment necessary to maintain the District's existing level of service as development occurs.

This revenue projection is provided for planning and informational purposes only and does not represent a guaranteed funding level. Actual fee revenue will depend on the timing, location, and type of development that occurs within the District. Nonetheless, the projection demonstrates that, under reasonable growth assumptions, the proposed fire impact fee program would generate meaningful resources to help fund growth-related capital improvements while maintaining compliance with the proportionality requirements of the Mitigation Fee Act.

**FIGURE 10 – PROJECTED FIRE IMPACT FEE REVENUE**

Land Use Category	Current	Demand EDU	Total Cost per	Projected Fire
	Demand EDUs (2026) <sup>1</sup>	Growth (2040) <sup>2</sup>	Demand EDU <sup>3</sup>	Impact Fee Revenue (2026\$)
Calc	a	b	c	d = b * c
Residential	15,272	1,334	\$1,245.77	\$1,662,000
Nonresidential	5,603	443	\$1,245.77	\$551,000
<b>Total</b>	<b>20,875</b>	<b>1,777</b>	<b>\$1,245.77</b>	<b>\$2,213,000</b>

Source: Arcata Fire Protection District, SCI Consulting Group

Notes:

<sup>1</sup> See Figure 3.

<sup>2</sup> Based on estimates from City of Arcata Housing Element, Humboldt County General Plan Land Use Element, and McKinleyville Community Services District Planning Documents.

<sup>3</sup> See Figure 5.

It is important to note that the fire impact fee program is designed not to be dependent on a specific capital improvement plan and a specific level of new development. Only enough fee revenue will be generated for the District to expand its existing level of service to serve the growing service population.

The District will need to fund existing deficiencies and any other purchases and improvement costs above its existing level of service with other funding sources. Other potential funding sources include, but are not limited to, a general obligation bond measure, state and federal grants, the District's general fund, and existing or new special tax and assessment proceeds, if allowable.

Fee revenue may be used to fund up to 100 percent of the cost of new or expanded fire stations or new apparatus and vehicles added to the District's inventory.

Additionally, the District will need to replace its apparatus and vehicles more frequently due to increased service demands resulting from population growth and structural area expansion from new development. New development brings additional residents and employees into the District, increasing the number of service calls and the operational workload for emergency response vehicles. This heightened utilization accelerates wear and tear on apparatus and vehicles, reducing their functional lifespan and necessitating more frequent replacement.

To address these impacts, the fee program allows up to 8.5 percent of the costs for apparatus and vehicle replacements to be funded by the fee.<sup>3</sup> This allocation is proportional to the increased service demand attributable to new development, ensuring that growth contributes its fair share to maintaining the District's existing level of service. The 8.5 percent funding limit corresponds to the share of functional population growth associated with new development, preventing existing residents and businesses from subsidizing the impacts of growth.

In addition to funding replacement costs, this approach provides the District with greater flexibility in the use of fee proceeds. The District may opt to expand its fleet by adding new apparatus and vehicles to its inventory to meet the increased demands of growth, or it can replace existing apparatus and vehicles more frequently to maintain operational reliability and efficiency. This flexibility ensures that the District can adapt its fire protection capabilities dynamically as new development impacts service demand, enhancing its ability to respond effectively in emergencies.

This methodology aligns with practices established in other jurisdictions where similar provisions have been deemed reasonable and consistent with the requirements of the Act. By allowing for both the addition of new apparatus and the accelerated replacement of existing ones, the fee program ensures the District has the resources needed to sustain its emergency response capacity while maintaining compliance with legal standards. This approach protects the community by ensuring that growth-related impacts are equitably addressed and that fire protection services remain reliable and responsive as the District grows.

Fee revenue may not be used to fund 1) the renovation of existing facilities and 2) operational, maintenance, or repair costs. The use of the fee is detailed further in the Nexus Findings section.

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<sup>3</sup> Represents the percentage growth in EDUs.

## NEXUS FINDINGS

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This section frames the Nexus Study findings in terms of the legislative requirements for demonstrating the legal justification of the fire impact fee. The justification of the fire impact fee on new development must provide information as outlined in Government Code § 66000. These requirements are discussed below.

### PURPOSE OF FEE

The purpose of the fire impact fee is to fund the cost of fire protection and emergency response facilities, apparatus, and equipment attributable to new residential and nonresidential development in the District. The fire impact fee will enable the District to maintain its existing level of service by ensuring that the costs of expanded facilities, apparatus, and equipment required to accommodate growth are funded by new development rather than placing a financial burden on existing development.

### USE OF FEE REVENUE

Fee revenue will be used to fund new facilities (including land, stations, and other buildings), new apparatus (such as engines and other vehicles), and new equipment costs that expand the District's fire system capacity. Due to increased service calls from the persons and structural area growth created by new development, the District will need to replace apparatus more frequently and/or add apparatus to its fleet. The District may use fee proceeds to fund up to 8.5 percent of an apparatus replacement and up to 100 percent of the cost of adding an apparatus or vehicle to the fleet.<sup>4</sup> Lastly, the cost of fee collection, accounting, satisfying reporting requirements, periodic nexus studies, and other expenses related to compliance with the Act will also be funded with fee revenue.

It is important to note that only enough fee revenue will be generated for the District to maintain its existing level of service to serve the growing community. Fee revenue will not be used to fund existing deficiencies, such as a station renovation that does not expand fire system capacity.

A summary of the allowable and prohibited uses of fee revenue is provided on the following page.

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<sup>4</sup> Represented by the growth in EDUs.

**FIGURE 11 – SUMMARY OF ALLOWABLE AND PROHIBITED USES OF FEE REVENUE**

<u>ALLOWABLE USE</u>	<u>PROHIBITED USES</u>
<ul style="list-style-type: none"> <li>• <i>New (added) or expanded land and facilities costs (100%)</i></li> <li>• <i>Apparatus, vehicles, and equipment purchases that expand the system inventory (100%)</i></li> <li>• <i>Facility costs already incurred to provide growth-related capacity (100%)</i></li> <li>• <i>Portion of an apparatus or vehicle replacement cost attributable to new development (8.5%)</i></li> <li>• <i>A portion of a renovation project that expands service capacity</i></li> <li>• <i>Collection, accounting, documentation, annual reporting requirements, five-year report requirements, periodic nexus studies, and other costs reasonably related to compliance with the Act.</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Existing deficiencies, such as improvements to existing facilities that do not expand service capacity</i></li> <li>• <i>Portion of an apparatus or vehicle, replacement cost attributable to existing development (91.5%)</i></li> <li>• <i>Operational, maintenance, or repair costs</i></li> </ul>

BENEFIT RELATIONSHIP

The fee will be collected as development occurs. To maintain its existing level of fire protection and emergency response services, fee revenue will be used to replace and expand the District's facilities, apparatus, and equipment to meet the additional demand generated by the new residents and employees, as well as the new structural area created by new development projects.

Fee revenue will be deposited into a separate fire impact fee account or fund in a manner to avoid any commingling of the fees with other revenues and funds. The fee revenue will be restricted to the uses described in the "Use of Fee Revenue" finding. Additionally, the Act ensures that fee revenue is expended expeditiously or refunded to the developer. These Act requirements ensure that a development project that pays the fire impact fee benefits from its use. Moreover, since the District's fire protection and emergency response resources are organized as an integrated fire system, improvements and purchases benefit the entire fire system.

### IMPACT / NEED RELATIONSHIP

New residential and nonresidential development projects in the District will increase the number of persons (residents and employees) and the structural area (residential area and nonresidential building area) in which these persons live or work. The growth in population and structural area will create an additional need for the District's fire protection and prevention, emergency response services, and a corresponding need for new or expanded facilities, as well as the replacement of apparatus, vehicles, and equipment. The fee will be imposed on different types of development projects for the additional service population generated and the structural area created by new development projects.

### ROUGH PROPORTIONALITY

The cost of fire protection facilities, apparatus, and equipment attributable to a development project is based upon the level of existing development served by the District's existing fire protection facilities. The use of an existing facility standard methodology to determine the fire impact fee achieves proportionality between existing development and new development. Moreover, these equivalent costs are applied to nine land use categories in proportion to the need they create for expanded facilities.

The use of a fire facilities demand factor to determine the fire impact fee schedule achieves proportionality across the types of development on which the fee is imposed. Larger development projects will generate a higher number of residents and a larger structural area to protect, and as a result, will pay a higher fee than smaller development projects. Thus, the application of a fire impact fee schedule to a specific project ensures a reasonable relationship between the fee and the cost of the facilities, equipment, and apparatus attributable to that project.

To further ensure compliance with the proportionality requirement, the fee program includes an administrative process for applicants to request a project-specific fee adjustment. This process requires credible, verifiable evidence from the applicant that the project will generate materially lower demand than assumed in the Nexus Study.

## FEE PROGRAM ADOPTION REQUIREMENTS

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Under California law, the District lacks land-use authority to impose impact fees on development projects. Because the District serves the City of Arcata and unincorporated areas of the County, the City Council and the County Board of Supervisors must adopt the fire impact fee program on behalf of the District.

The following are the general requirements for approval of the Nexus Study and proposed fire impact fee program (“fee program”) by the District and adoption by the County Board on behalf of the District. The specific statutory requirements for adopting the fee program can be found in the Mitigation Fee Act (Cal. Govt. Code § 66000 et seq.). SCI recommends that the District, City, and County coordinate their notice and hearing procedures to ensure full compliance with the Mitigation Fee Act.

### ARCATA FIRE PROTECTION DISTRICT

- **Open and Public Meeting:** The District Board of Directors should conduct at least one open and public meeting during a regularly scheduled session to consider approval of the Nexus Study and the new fee program.
- **Public Review of the Nexus Study:** The District should make the Nexus Study available for public review at least 14 days before the meeting.
- **Notice to Interested Parties:** At least 14 days before the meeting, the District should mail out a notice of the meeting to any interested party who filed a written request for notice of the adoption of new or increased fees.
- **Public Hearing Notice:** At least 10 days before the public hearing, a notice of the time and place of the meeting should be published twice in a newspaper of general circulation, with at least five days intervening between the dates of first and last publication, not counting such publication dates.
- **Approval of the Nexus Study and New Fee Program:** After the public hearing, the District Board should adopt a resolution approving the Nexus Study and the new fire impact fee, with the request that the City Council and the County Board of Supervisors adopt the fee program on the District’s behalf.

**CITY OF ARCATA**

- **Open and Public Meeting:** The City Council must conduct at least one open and public meeting during a regularly scheduled session to consider and adopt the Nexus Study and the new fee program.
- **Public Review of the Nexus Study:** The City must make the Nexus Study available for public review no less than 30 days prior to the meeting, in accordance with Government Code § 66016.5(a)(7).
- **Notice to Interested Parties:** At least 30 days before the meeting, the City shall mail out a notice of the meeting to any interested party who filed a written request for notice of the adoption of new or increased fees. Although Government Code § 66016(a) requires mailing notice of the meeting to interested parties at least 14 days prior, this shorter timeline should be superseded by the 30-day public review requirement to ensure compliance with the intent of Government Code § 66016.5(a)(7).
- **Public Hearing Notice:** At least 30 days before the public hearing, a notice of the time and place of the meeting shall be published twice in a newspaper of general circulation, with at least five days intervening between the dates of first and last publication, not counting such publication dates. While Government Code § 66018(a) requires public hearing notices to be published at least 10 days prior, this shorter requirement should be superseded by the 30-day public review requirement to ensure compliance with the intent of Government Code § 66016.5(a)(7).
- **Adoption of the Nexus Study and New Fee Program:** After the public hearing, the City Council must adopt a resolution approving the Nexus Study and setting the District's fire impact fees. The fees will become effective 60 days after adoption or on a later date specified in the resolution, pursuant to Government Code § 66017(a).

**COUNTY OF HUMBOLDT**

- **Open and Public Meeting:** The County Board of Supervisors must conduct at least one open and public meeting during a regularly scheduled session to consider and adopt the Nexus Study and the new fee program.
- **Public Review of the Nexus Study:** The County must make the Nexus Study available for public review no less than 30 days prior to the meeting, in accordance with Government Code § 66016.5(a)(7).
- **Notice to Interested Parties:** At least 30 days before the meeting, the County shall mail out a notice of the meeting to any interested party who filed a written request

for notice of the adoption of new or increased fees. Although Government Code § 66016(a) requires mailing notice of the meeting to interested parties at least 14 days prior, this shorter timeline should be superseded by the 30-day public review requirement to ensure compliance with the intent of Government Code § 66016.5(a)(7).

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- **Adoption of the Nexus Study and New Fee Program:** After the public hearing, the County Board of Supervisors must adopt a resolution approving the Nexus Study and setting the District's fire impact fees. The fees will become effective 60 days after adoption or on a later date specified in the resolution, pursuant to Government Code § 66017(a).

## **FEE PROGRAM ADMINISTRATION REQUIREMENTS**

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This section outlines the general requirements governing the administration of the fee program. For specific statutory guidelines regarding the administration of the fee program, refer to the Mitigation Fee Act (California Government Code § 66000 et seq.).

### **ACCOUNTING REQUIREMENTS**

Proceeds from the new fire impact fee shall continue to be deposited into a separate account established for the fire impact fee program, in accordance with Government Code § 66006(a), to ensure that funds are not commingled with other revenue sources. All fee revenues shall be expended solely for the purposes for which they were collected, and any interest or other income earned on the account shall be retained and used exclusively for those same purposes.

### **REPORTING REQUIREMENTS**

The following information, entitled “*Annual Report*,” must be made available to the public within 180 days after the last day of each fiscal year:

- A brief description of the type of fee collected and held in the account or fund.
- The amount of the fee charged during the fiscal year.
- The beginning and ending balance of the account or fund.
- The total amount of fees collected and interest earned during the fiscal year.
- A list of each public improvement on which fees were spent, the amount spent on each improvement, and the percentage of the total project cost funded with those fees.
- If a public improvement is incomplete and sufficient funds have been collected to complete it, an estimated date when construction of that improvement will begin.
- A status update for any project previously reported with a commencement date, indicating whether construction began as planned.
- For any project that did not begin construction as previously estimated, the reason for the delay and a new estimated start date.
- A description of any transfers or loans made to or from the account or fund, including the project the funds will support, the repayment date for any loan, and the interest rate applied.

- The amount of any refunds issued during the fiscal year, the number of recipients who received refunds, and any reallocations made from unclaimed refund amounts.

For the fifth fiscal year following the first receipt of any fire impact fee proceeds—and every five years thereafter—the District must prepare a Five-Year Findings Report in compliance with Government Code § 66001(d)(1). This report must affirmatively demonstrate that the District continues to require the unexpended fire impact fee revenues to achieve the purpose for which the fees were originally imposed, and that the District has a viable plan to expend the remaining balance toward that purpose. Specifically, the District shall make all of the following findings with respect to the unexpended portion of the fee account or fund—whether committed or uncommitted—as required under the statute and documented in the Five-Year Findings Report.

- Identify the purpose to which the fee is to be put.
- Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.
- Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements.
- Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.

A refund shall be provided for all or any part of such unexpended or unappropriated fee revenue, together with any actual interest accrued thereon, in the manner described in subdivisions (e) and (f) of Government Code § 66001, to the current record owner of any property for which a fee was paid; except where the local agency determines that the administrative cost of making a refund exceeds the amount to be refunded or that the funds should be reallocated for a similar public purpose consistent with applicable law.

#### **TRANSPARENCY REQUIREMENTS**

To ensure compliance with the public disclosure provisions of the Mitigation Fee Act and promote transparency in the administration of the fire impact fee program, the District shall maintain the following information on its official website. All updates shall be posted within 30 days of any change:

- The current fire impact fee schedule, or a direct link to the schedule, including the effective date and the date of adoption by the County Board.
- The five most recent Annual Reports prepared in accordance with Government Code § 66006(b).

- The current and all prior nexus studies prepared or updated on or after January 1, 2018, which serve as the basis for the fee program.

#### **FEE EXEMPTIONS**

- A structure owned by a governmental agency.
- A structure that is being reconstructed following damage or destruction by fire or another casualty, or the voluntary demolition thereof, provided that the number of structures or the size in such reconstructed structure is no greater than the number of structures or the size of the structure prior to such damage, destruction, or demolition.
- An accessory dwelling unit less than 750 square feet as required by Government Code § 66324(c).
- A development project found to have no impact on the District's fire system.

#### **FEE CREDITS**

A fee credit shall be given for demolished existing square footage as part of a new development project in order to comply with the Act and recent court cases. The fee credit shall be based on the effective fee for the demolished land use category.

#### **IMPROVEMENTS IN LIEU OF FEES**

Additionally, subject to certain restrictions, if a developer dedicates land, constructs facilities, or provides apparatus/equipment for the District, the fire impact fees imposed on that development project may be adjusted to reflect a fee credit for the cost of the dedicated land, facilities constructed, and apparatus/equipment provided.

#### **ADMINISTRATIVE REVIEW FOR PROJECT-SPECIFIC FEE ADJUSTMENT REQUESTS**

An applicant may request a project-specific review and adjustment of their fire impact fees if they demonstrate that the standard fee, as applied, is not roughly proportional to the project's actual impact on the District's fire system. Administrative review is available only when the applicant provides credible and verifiable evidence that the development project will generate a materially lower demand than assumed in the Nexus Study. The City and County may approve an adjusted fee only if such a material difference is clearly demonstrated. The procedures, timelines, and appeal rights for such requests should be included in the respective City and County enabling ordinances.

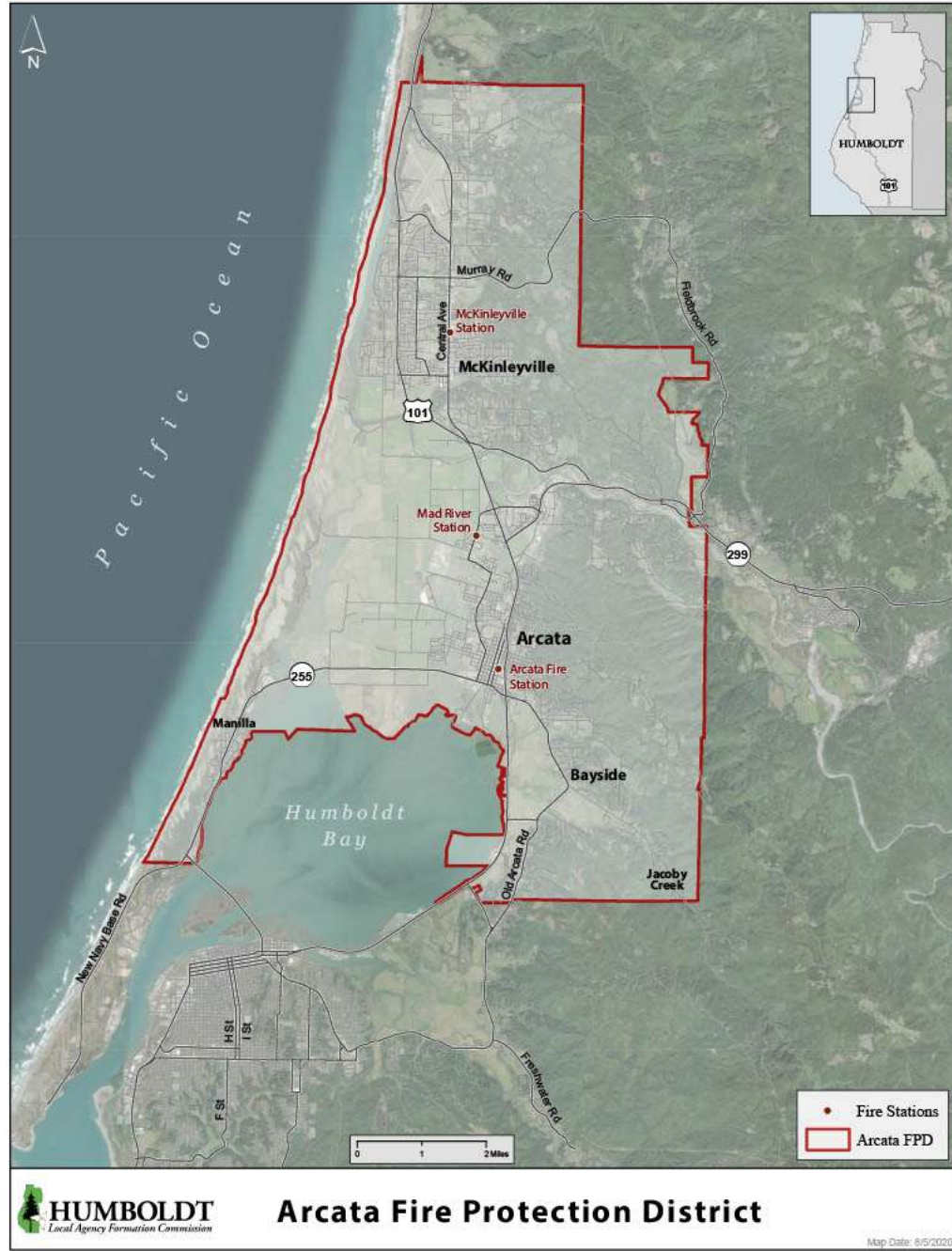
**AUTOMATIC ANNUAL INFLATIONARY ADJUSTMENTS**

The cost estimates presented in this Nexus Study are stated in January 2026 dollars. The fire impact fee should be adjusted automatically each fiscal year based on the percentage change in the Engineering News-Record Construction Cost Index for San Francisco for the prior calendar year, or its successor publication, to maintain the purchasing power of fee revenue.

**NEXUS STUDY AND FEE PROGRAM UPDATES**

This Nexus Study and the associated fire impact fee program must be reviewed and updated at least once every eight years, as required by Government Code § 66016.5(c). Since this Nexus Study is scheduled for adoption in Spring 2026, the next update will be due no later than Spring 2034. An earlier update may be warranted if there are substantial changes in District demographics, service demand, facility standards, capital improvement costs, or applicable statutes or case law, to ensure the fee program continues to support the District's ability to maintain its existing level of service.

# APPENDIX A – MAP OF DISTRICT BOUNDARIES AND FEE PROGRAM AREA



## APPENDIX B – FIRE SYSTEM INVENTORY AND REPLACEMENT COST ESTIMATES

FIGURE 12 – EXISTING FIRE STATION INVENTORY

Fire Station	Amount		Unit Cost	Replacement Cost (2026\$)
	Calc	a	b	c = a * b
<b>McKinleyville Fire Station</b>				
Land		0.73 acres	\$40,000 per acre	\$29,200
Buildings		8,600 sq. ft.	\$976 sq. ft.	\$8,393,600
<b>Arcata Fire Station</b>				
Land		0.26 acres	\$40,000 per acre	\$10,400
Buildings		8,000 sq. ft.	\$976 sq. ft.	\$7,808,000
<b>Mad River Fire Station</b>				
Land		0.60 acres	\$40,000 per acre	\$24,000
Buildings		5,200 sq. ft.	\$976 sq. ft.	\$5,075,200
<b>Anderson Property</b>				
Land		0.90 acres	\$40,000 per acre	\$36,000
Buildings		1,000 sq. ft.	\$600 sq. ft.	\$600,000
<b>Total Existing Facilities (Land and Buildings)</b>				<b>\$21,976,400</b>

Source: Arcata Fire Protection District; SCI Consulting Group

**FIGURE 13 – APPARATUS AND EQUIPMENT INVENTORY**

Unit ID	Year	Type	Make / Model	Depr. Value Apparatus / Vehicles	Ancillary Equipment Value	Total Value (2026 \$)
8200	2020		Chief	\$50,000	\$7,500	\$57,500
8201	2016		Assist Chief	\$23,333	\$7,500	\$30,800
8202	2010		Assist Chief	\$26,667	\$7,500	\$34,200
8206	2019		Hynudi	\$21,467	\$7,500	\$29,000
8208	2015		Chey Spark	\$14,000	\$7,500	\$21,500
8209	2009		Shorty	\$23,333	\$7,500	\$30,800
8295	2019		Flat Bed	\$16,667	\$0	\$16,700
8241	2018		Gator	\$4,000	\$1,000	\$5,000
8291	2016		Logistics Unit	\$147,000	\$7,500	\$154,500
8258	1995		Water Tender	\$460,000	\$7,500	\$467,500
8218	2007	Type 1	Engine	\$382,500	\$85,000	\$467,500
8211	2011	Type 1	Engine	\$675,000	\$85,000	\$760,000
8217	2011	Type 1	Engine	\$412,500	\$85,000	\$497,500
8219	2022	Type 1	Engine	\$637,000	\$85,000	\$722,000
8239	2024	Type 3	Engine	\$222,500	\$55,500	\$278,000
<b>Total Apparatus and Vehicles</b>				<b>\$3,115,967</b>	<b>\$456,500</b>	<b>\$3,572,500</b>

Source: Arcata Fire Protection District; SCI Consulting Group

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# Fire Impact Fee Program Overview

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BLAIR AAS | SCI CONSULTING GROUP

# About Development Impact Fees

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DIFs are only one-time proceeds to fund new development's share of the cost of expansion of the infrastructure of a community

Premise: Development should **“pay its own way”** or **“growth should pay for growth”**

Nollan decision – “essential nexus”

Dolan decision – “rough proportionality”

Mitigation Fee Act - AB1600 was enabling legislation

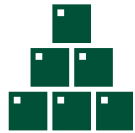
Established a uniform process for determining, adopting, imposing, collecting, accounting for and protesting “development impact fees”

Must be adopted by land use authority on behalf of special districts



# Methodology and Approach

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## Fee Cost Components

Land, stations, and other buildings  
Apparatus and other vehicles  
Equipment  
Fee Program Administration



## Existing Facility Standard Methodology

Existing Level of Service Standard  
Systemwide  
Open-Ended



## Existing Development

Homes and Residents  
Businesses and Employees



## Existing Fire System

# Maximum Fire Impact Fee

Land Use Category	Unit	Maximum Fire Impact Fee (2026) <sup>1</sup>
Single Family Housing	BSQFT	\$0.89
Multi-Family Housing	BSQFT	\$1.02
Mobile Home	BSQFT	\$0.77
Accessory Dwelling Unit < 750 sq. ft.	NA	Exempt
Accessory Dwelling Unit => 750 sq. ft.	BSQFT	\$0.89
Retail / Commercial	BSQFT	\$1.38
Office	BSQFT	\$1.86
Industrial	BSQFT	\$1.23
Agriculture	BSQFT	\$0.18
Warehouse / Distribution	BSQFT	\$0.66

## Average Maximum Fire Impact per Dwelling Unit

- Single-Family Home - \$1,291
- Multi-Family Unit - \$918
- Mobile Home - \$924

BSQFT = Building Square Feet

# Uses of Fee Revenue

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## ALLOWABLE USES

- New (added) or expanded land and facilities costs (100%)
- Apparatus, vehicles, and equipment purchases that expand the system inventory (100%)
- Facility costs already incurred to provide growth-related capacity (100%)
- A portion of apparatus and vehicle replacement costs attributable to new development (8.5%)
- A portion of a renovation project that expands service capacity
- Collection, accounting, documentation, annual reporting requirements, five-year report requirements, periodic nexus studies, and other costs reasonably related to compliance with the Act.

## PROHIBITED USES

- Existing deficiencies, such as improvements to existing facilities that do not expand service capacity
- A portion of apparatus and vehicle replacement costs attributable to existing development (91.5%)
- Operational, maintenance, or repair costs

# Accounting Requirements

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- Fee proceeds must be deposited into a separate fund or account so that there will be no commingling of fees with other revenues
- Fee proceeds must be expended solely for the purpose for which there were collected
- Fee proceeds must be expended on fire facilities, equipment, and apparatus that expand the District's service capacity.



# Reporting Requirements

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## Annual Report

Must be made available to the public with 180 days after the last day of each fiscal year



## Five-Year Findings Report

For the fifth year following the first receipt of fee proceeds, and every five years thereafter in conjunction with Annual Report



***Reports prepared by District; approved by District Board; filed with the County and City***

# Tonight's District Board Action Summary



Conduct public hearing on Nexus Study and proposed fee program



Receive and approve Nexus Study



Approve proposed fire impact fees



Formally request that the County BOS and City Council adopt the Nexus Study and fee program on behalf of the District



Approve and request an automatic annual inflationary adjustment based on the Engineering-News Record Construction Cost Index



Indemnification of the County and City

# Timeline

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<b>March 13, 2026, 5:30 p.m.</b>	<b>April 9, 2026</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>
<ul style="list-style-type: none"><li>• <b>District Board Meeting</b><ul style="list-style-type: none"><li>• Presentation on Preliminary Fire Impact Fee Program</li></ul></li></ul>	<ul style="list-style-type: none"><li>• <b>District Board Meeting</b><ul style="list-style-type: none"><li>• Presentation</li><li>• Receive public comment</li><li>• Approve Nexus Study and fee program</li><li>• Request adoption by County and City</li></ul></li></ul>	<ul style="list-style-type: none"><li>• <b>Internal and External Stakeholder Outreach</b></li></ul>	<ul style="list-style-type: none"><li>• <b>County Board of Supervisors Meeting</b><ul style="list-style-type: none"><li>• Noticed Public Hearing</li><li>• Adoption of Nexus Study and Fire Impact Fee Program</li></ul></li></ul>	<ul style="list-style-type: none"><li>• <b>City Council Meeting</b><ul style="list-style-type: none"><li>• Noticed Public Hearing</li><li>• Adoption of Nexus Study and Fire Impact Fee Program</li></ul></li></ul>	<ul style="list-style-type: none"><li>• <b>Implementation</b><ul style="list-style-type: none"><li>• Fees become effective 60-days after adoption</li></ul></li></ul>

# Questions?

**Cris Emmons, Fire Chief**

Arcata Fire Protection District

**Wayne Peabody, Assistant Chief**

Arcata Fire Protection District

**Anali Gonzales, Business Manager**

Arcata Fire Protection District

**Blair Aas, Vice President / Impact Fee Consultant**

SCI Consulting Group



**RESOLUTION NO. 26-345**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE ARCATA FIRE PROTECTION DISTRICT  
APPROVING THE ARCATA FIRE PROTECTION DISTRICT  
FIRE IMPACT FEE NEXUS STUDY AND REQUESTING THAT  
THE HUMBOLDT COUNTY BOARD OF SUPERVISORS AND  
THE ARCATA CITY COUNCIL ADOPT AND IMPLEMENT THE PROPOSED  
FIRE IMPACT FEE PROGRAM ON BEHALF OF THE DISTRICT**

**APRIL 9, 2026**

**WHEREAS**, California Government Code Sections 66000 through 66025 (the “Mitigation Fee Act”) authorize local agencies to impose development impact fees as a condition of project approval to mitigate the impacts of new development on public facilities when a reasonable relationship exists between the fee, the development project, and the purpose for which the fee is imposed; and

**WHEREAS**, the Arcata Fire Protection District (“District”) provides fire protection and emergency response services to residents, businesses, and properties located within its jurisdiction, including the City of Arcata (“City”) and surrounding unincorporated areas of Humboldt County (“County”), and is responsible for maintaining adequate fire protection facilities, apparatus, and equipment to serve existing and future development within its service area; and

**WHEREAS**, the Board of Directors of Arcata Fire Protection District (“District Board”) recognizes that new residential and nonresidential development within the District will create additional demand for fire protection and emergency response facilities, apparatus, equipment, and services; and

**WHEREAS**, the District Board desires to establish a new Fire Impact Fee program to fund fire protection facilities, apparatus, and equipment necessary to mitigate the impacts caused by new development; and

**WHEREAS**, the District Board desires to maintain the District’s existing level of service for fire protection and emergency response services and recognizes that new development within the District will increase demand for such services, thereby necessitating additional fire protection facilities, apparatus, and equipment in order to maintain the District’s existing level of service; and

**WHEREAS**, a preliminary version of the Fire Impact Fee Nexus Study and proposed Fire Impact Fee program was presented to the District Board and the public at a regular meeting of the District Board held on March 13, 2026, during which the Board received a presentation on the proposed methodology and fee structure and members of the public were provided an opportunity to review and comment on the proposed Fire Impact Fee program; and

**WHEREAS**, the District Board has received and considered the Arcata Fire Protection District Fire Impact Fee Nexus Study prepared by SCI Consulting Group dated April 2026 Final Report (“Nexus Study”), which provides the technical analysis and findings required to establish the Fire Impact Fee program.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Arcata Fire Protection District as follows:

- 1) The District Board hereby receives and approves the Nexus Study.
- 2) Prior to the adoption of this Resolution, the District Board conducted a public hearing at which oral and written presentations were received as part of the Board's regularly scheduled meeting held on April 9, 2026. Notice of the time and place of the hearing, including a general explanation of the matter to be considered, was published twice in a newspaper of general circulation. The District also made the draft Fire Impact Fee Nexus Study available for public review in advance of the hearing. The District also made the draft Fire Impact Fee Nexus Study available for public review in advance of the hearing, allowing interested parties to review and comment.
- 3) After considering the Nexus Study and this Resolution, and after considering the testimony received at this public hearing, the District Board hereby makes the following findings:
  - a) The Fire Impact Fee program and Fire Impact Fee proposed in the Nexus Study and approved pursuant to this Resolution are for the purposes of funding the cost of fire protection and emergency response facilities, apparatus, and equipment attributable to new residential and nonresidential development in the District; and
  - b) The Fire Impact Fee proposed in the Nexus Study and approved pursuant to this Resolution will be used to expand the District's facilities and equipment, and replace and expand the District's apparatus and vehicles to serve new development; and
  - c) The uses of the Fire Impact Fee proposed in the Nexus Study and approved pursuant to this Resolution are reasonably related to the types of development projects on which the fees are imposed in that fee revenue from the development projects will be used to expand the District's facilities and equipment, and replace and expand the District's apparatus and vehicles to meet the additional demand generated by the new residents and employees and new structural area created by the development projects; and
  - d) The Fire Impact Fee proposed in the Nexus Study, and approved pursuant to this Resolution, bear a reasonable relationship to the need for fire protection and emergency response facilities, apparatus, and equipment in that each development project will create additional need for the District's fire protection and emergency response services and a corresponding need for new or expanded facilities, apparatus, and equipment. The fee will be imposed on different types of development projects in proportion to the additional service population generated and structural area created by new development projects; and
  - e) The Nexus Study demonstrates that there is a reasonable relationship between the amount of the Fire Impact Fee and the cost of the fire protection facilities, apparatus, and equipment attributable to the development on which the fee is imposed in that the costs are based upon the level of existing development served by the District's existing fire protection facilities and applied proportionately to nine land use categories in proportion to the need they create for expanded fire facilities, apparatus, and equipment.

- 4) The District Board finds pursuant to the California Environmental Quality Act (“CEQA”), this action is not a “project” because the Resolution provides a mechanism for funding fire protection and emergency response facilities, apparatus, and equipment, but does not involve a commitment to any specific project for such purposes that may result in a potentially significant impact on the environment (CEQA Guidelines § 15378).
- 5) The Fire Impact Fees identified below are established based on the findings and methodology presented in the Nexus Study. The fees shall be calculated based on the square footage of living area or building area for the development project as shown on the approved building permit plans and shall be collected by the applicable permitting agency at the time of issuance of a building permit or at such other time as may be established by the County or City when implementing the Fire Impact Fee program on behalf of the District.

<u>Land Use</u>	<u>Fire Impact Fees</u>
<b><u>Residential Development</u></b>	
Single-Family Housing	<u>Per Living Area Sq. Ft.</u> \$0.89
Multi-Family Housing	\$1.02
Mobile Home	\$0.77
ADUs => 750 sq.ft.	\$0.89
ADUs < 750 sq.ft.	Exempt
<b><u>Nonresidential Development</u></b>	
Retail / Commercial	<u>Per Building Sq. Ft.</u> \$1.38
Office	\$1.86
Industrial	\$1.23
Agricultural	\$0.18
Warehouse / Distribution	\$0.66

The Fire Impact Fees identified above shall apply to new development within the jurisdictional boundaries of the Arcata Fire Protection District.

- 6) The Fire Impact Fee approved by this Resolution does not exceed the reasonable cost of providing the fire protection facilities, apparatus, and equipment attributable to new development, as demonstrated in the Nexus Study.
- 7) The Nexus Study and supporting materials constitute substantial evidence supporting the findings of this Resolution.
- 8) The Nexus Study and all supporting documentation, data, analyses, and reports prepared in connection with the Fire Impact Fee program are hereby incorporated into the record for this action and are adopted by reference. The Nexus Study constitutes substantial evidence supporting the findings and determinations made by the District Board in this Resolution regarding the purpose, use, and proportionality of the proposed Fire Impact Fee.

- 9) The District Board hereby requests that the County Board of Supervisors and the City Council adopt and implement the Fire Impact Fee program described in the Nexus Study and approved by this Resolution and collect the Fire Impact Fee on behalf of the District at the time of building permit issuance or other applicable entitlement. The District shall be responsible for the administration, accounting, reporting, and expenditure of all Fire Impact Fee revenues in compliance with the Mitigation Fee Act. The District agrees to defend, indemnify, and hold harmless the County and the City, and their officers, employees, and agents, from any claim, action, or proceeding challenging the validity, imposition, or use of the Fire Impact Fee.
- 10) The District Board formally requests that the resolutions or ordinances adopted by the County Board of Supervisors and the City Council to establish the Fire Impact Fee program on behalf of the District authorize automatic annual inflationary adjustments without any further action by the County Board of Supervisors and City Council on the first day of each fiscal year by the net percentage change during the preceding calendar year in the Engineering News-Record Construction Cost Index for the San Francisco Bay Area, or its successor publication.
- 11) The District shall administer all Fire Impact Fee revenues in accordance with the requirements of the Mitigation Fee Act, including the accounting, reporting, and expenditure requirements set forth in Government Code Sections 66001 and 66006. Fire Impact Fee revenues shall be deposited into a separate capital facilities account and used solely for the purposes identified in the Nexus Study and this Resolution. The District shall prepare and make available annual and five-year finding reports regarding the collection and use of Fire Impact Fee revenues, as required by law.
- 12) If any portion of this Resolution is found by a court of competent jurisdiction to be invalid, such finding shall not affect the validity of the remaining portions of this Resolution.
- 13) The Fire Impact Fee program shall become effective on the date specified in the ordinances or resolutions adopted by the County and the City implementing the Fire Impact Fee on behalf of the District.

**PASSED AND ADOPTED** by the Board of Directors of the Arcata Fire Protection District, at a regularly scheduled meeting held on April 9, 2026, by the following vote of said District Board:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

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Nicole Johnson, Chair  
Board of Directors

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Anali Gonzalez, Secretary  
Board of Directors

**Date:** April 9, 2026

**To:** Board of Directors, Arcata Fire District

**From:** Chris Emmons, Fire Chief

**Subject:** Conduct Annual Performance Evaluation of the Fire Chief

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## **Recommendation**

Consider the information provided, take public comment, discuss, and direct the Fire Chief Ad-hoc committee to conduct the annual review process of the Fire Chief with a timeline.

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## **Background**

The Fire Chief's Employment Agreement, Section 3.02 (Goal Setting and Performance Evaluations), requires that the Board conduct an annual performance evaluation of the Fire Chief.

The agreement specifies that the Fire Chief will schedule a closed session performance evaluation no later than June 30 each year, in accordance with the Ralph M. Brown Act. During this closed session and any necessary follow-up meetings, the Board establishes performance goals and objectives for the upcoming fiscal year. These goals are included in a written performance evaluation prepared by approximately June 30.

The agreement further states that the Board will meet in closed session with the Fire Chief to review and discuss the written evaluation. The Fire Chief will be provided with a written summary in advance and given an opportunity to discuss the evaluation. The evaluation will be signed, marked confidential, and placed in the Fire Chief's personnel file.

The Board Policy Manual, Article 6 (Delegation of Board Authority), Section 6.3 (Fire Chief Evaluation), states that the Board shall establish a process for evaluating the Fire Chief and appoint an ad-hoc committee to carry out the evaluation process. The process is reviewed at the regular June Board meeting for any modifications prior to beginning the evaluation.

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## **Discussion / Analysis**

The Board has previously established an ad-hoc committee consisting of two Board members, typically the current Board President and the immediate Past President, to conduct the evaluation process.

It is requested that the Board appoint members to this committee at the April meeting so they may review the prior year's evaluation and process. The committee will then finalize the evaluation process with the full Board and the Fire Chief during closed session at the June regular Board meeting.

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## **Fiscal Impact**

No Fiscal Impact / Not Applicable

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## **Attachments**

None

# Correspondence & Communications



**Date:** April 9, 2026  
**To:** Board of Directors, Arcata Fire District  
**From:** Chris Emmons, Fire Chief  
**Subject:** Fire Chief's Monthly Report

## Monthly Administrative Report

Executive and Intergovernmental-Fire Chief

*Chief Emmons:*

- Attended fundraiser for Blue Lake Fire Assistant Chief.
- Met with Bartle Wells Consulting with District counsel regarding Engineering Study.
- Attended all City Council meetings.
- Attended and represented Northern Humboldt Fire Chiefs at the Fire Services Committee Meeting with County Planning representatives.
- Participated in the County Operational Area Integrated Preparedness Overview for Emergency Management
- Attended City of Arcata, Cal Poly Liaison meeting.
- Attended multiple meetings with Bartle Wells consultants re: Engineering Study and funding. First draft of engineering study provided and discussed with Finance Committee, Administrative staff, and Labor.
- Meeting regarding website provider and ADA compliance. Our website provider will be updating code to make us ADA compliant.
- Met with Cal Poly PD Administrative team to discuss potential for dispatch services.
- Presented Emergency Action Plan to the Small Business Development Center with VLU Member Michelle Donahue. It was well received and additional sessions requested.
- Presented to Mad River-McKinleyville Rotary about the District.
- Attended Humboldt County Fire Chief's Association meeting.

- Participated in California Incident Command Certification System (CICCS) meeting.
- Provided information to California Coastal Commission regarding firefighting and fire prevention needs for projects in agencies without fire service.
- Attended weekly Directors' meetings at City of Arcata.

## Planning Section Report

*Assistant Chief Peabody*

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### Administrative & Planning

- Completed the **5-Year Financial Plan and Capital Improvement Plan (CIP)** in coordination with Cal Muni Financial Advisor.
- Provided requested data to **Bartle & Wells** for the **Assessment Study Meeting set for April.**
- Delivered additional information to **SCI Consulting Group** for the **Impact Fee Study, Presentation delivered in March meeting and awaiting direction.**
- Continuing coordination with **radio service providers** to address and mitigate communications issues within the response area. Radio techs at the stations to diagnosis and provide a plan moving forward
- **Annual audit with JJACPA, Inc. is completed**
- Ongoing development of the **Unmanned Aerial System (UAS) Program**, including:
  - District UAS Policy Statement
  - Operational Policy for the Arcata Fire Protection District

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### Capital Improvements

- **Mad River Fire Station Project:**
  - Design phase is ongoing
  - Site plan and building elevations meeting date set for review

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### Grants

- **Leary Foundation**
  - **Training Props-** Decembers review
- **Green Diamond**
  - **Nozzles-**unknown review process
- **Berg Grant**  
Hoses and supplies

## Operations and Training Report

**Assistant Chief McDonald**

**Training:**

- Fresno Training Symposium 3/15-20/2026
  - C8201 Attended
- Chief Officer Classes, Company Officer, and Instructor classes have been attended by staff.
- A Fire Captain has started the Duty Qualified Training Program

**Operations**

- Acting Duty Officer Hours – 264
- Acting Company Officer Hours – 168

**Monthly Incident Activity**

**Notable Incidents**

- 03/10/2026 C8200, E8218 and E8217 responded to a traffic accident with extrication at the Bayside cutoff.
- 03/18/2026 Responded to a Traffic Collision on North Bank Rd. Vehicle verses Deer, vehicle over the bank. Crews arrived at scene to find the occupant out of the vehicle with minor injuries.
- 03/24/2026 E8219 responded to a gas leak at CPH Founders Hall. E8219 was unable to locate a leak, but PG&E was able to find a small leak near the building.
- 03/25/2026 E8218, E8217, Cap8205, C8200 responded to a Vehicle Fire in the 6000 blk of Fickle Hill. Vehicle was a total loss.
- 03/26/2026 E8217 and C8201 responded to an elevator rescue at Arcata High School. Eight students trapped between floors in the elevator. Otis arrived at scene and assisted with restarting the elevator. Otis stated the likely cause was the students jumped as the elevator descended, causing it to shut down.
- 03/31/2026 Vehicle accident on the Off-ramp to Samoa Blvd from Hwy 101. Vehicle missed the turn a hit the cement support for the roadway that goes over the slough area. Patient self-extricated but had moderate injuries.

**Break Down of top 5 Medical Call types (% of Medical YTD) 467**

- |                          |       |
|--------------------------|-------|
| 1. Breathing Problems    | 12.4% |
| 2. Unknown               | 9.4%  |
| 3. Fall                  | 8.3%  |
| 4. Altered Mental Statue | 7.5%  |
| 5. Overdose/Poisoning    | 5.3%  |

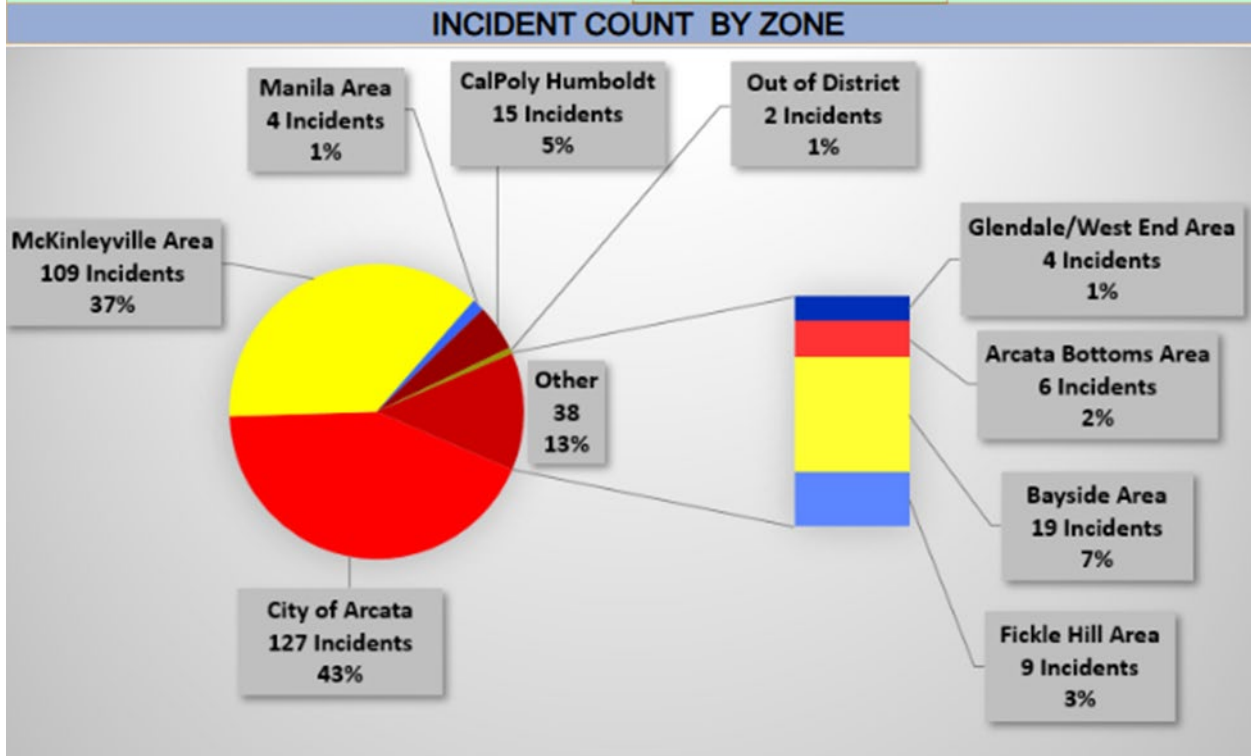
**Break Down of Top Five Fire Call Types (% of Fire YTD) 31**

1. Outside Other 29.3%
2. Structure Fire 22.0%
3. Trash/Rubbish 14.6%
4. Vehicle Fire 12.2%
5. Chimney Fire 7.3%

### Top Five Location Types (YTD) 582

1. 1 or 2 Family 314 35.4%
2. Multi Family 132 14.9%
3. Street 43 4.9%
4. Manufactured Home 35 4.0%
5. Congregate Housing(Dorm) 21 2.4%

MONTHLY INCIDENT COUNT		
Fires	10	3.29%
Hazardous Situations	11	3.62%
Medical	164	53.95%
Public Service	51	16.78%
Rescue	4	1.32%
No Emergency	54	17.76%
Law Enforcement Support	0	0.00%
Incomplete	10	3.29%
<b>TOTAL</b>	<b>304</b>	<b>100.00%</b>





MUTUAL AID			
Aid Type		Total	
Aid Given		2	
Aid Received		0	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
71		23.36%	
TRAVEL TIME UNDER 5 MINUTES			
Station Response Area	Responses	Within 5 minutes	Percentage
Arcata	108	58	54%
Mad River	6	40	61%
McKinleyville	95	66	69%
Other	23	9	39%
<b>AVERAGE FOR UNITS</b>	<b>292</b>	<b>173</b>	<b>59%</b>

## Apparatus and Equipment Report

### Apparatus/Vehicle Out of Service Time

Water Tender 8258 is OOS with an Air Leak. Went to the Shop 3/31

## Community Risk Reduction and Outreach

## Social Media Performance Update

### Arcata Fire District Social Media Report – March

During the month of March, our social media efforts focused on **station tours** as a primary theme. The goal of this content strategy was to increase public engagement and generate interest in attending our public education events. By highlighting behind-the-scenes access and guided experiences, we aimed to strengthen community connection and awareness of our services.

A key highlight for the month was a **Fire Extinguisher demonstration and training** conducted by Fire Inspector Babb. This content performed well across platforms and supported our ongoing public education efforts.

Additionally, we received community suggestions requesting content on how to **assemble a home emergency kit**. In response, our team will prioritize the development of a video on this topic in April.

## Top Performing Content

### Facebook:

1. Birthday recognition post for Captain Lillard
2. Mad River Station tour led by Assistant Chief Ross McDonald
3. Fire Inspector Babb's fire extinguisher demonstration

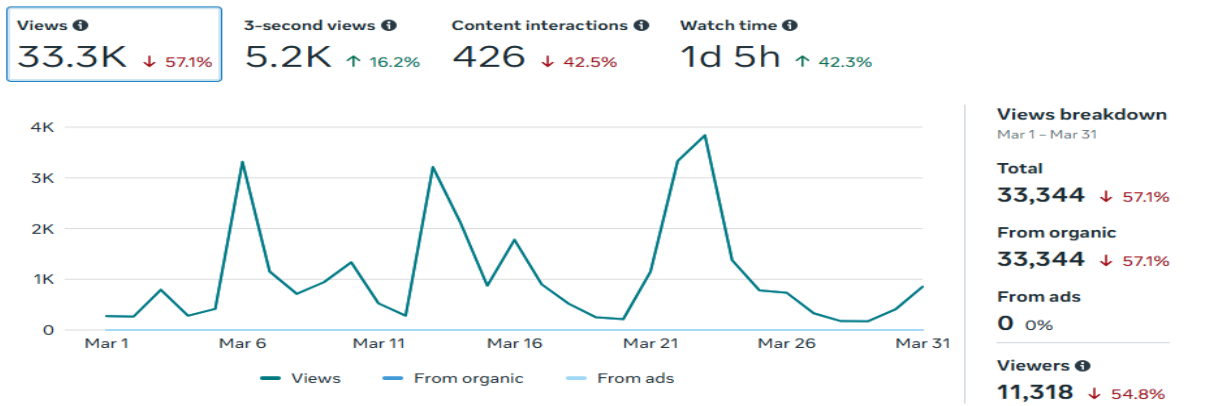
### Instagram:

1. Fire extinguisher demonstration by Fire Inspector Babb
2. Arcata station tour
3. Fire extinguisher demonstration (Spanish-language version)

## Summary

Overall, March content successfully aligned with our objective of increasing public engagement through educational and interactive posts. Station tours and hands-on demonstrations resonated strongly with our audience. Moving forward, we will continue building on this momentum by developing requested content, including the upcoming emergency preparedness video in April.




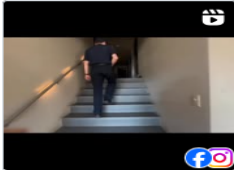

## Facebook:



### Top content by views

Boost content

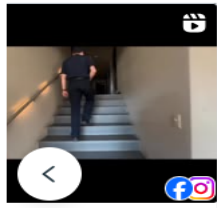
See all content

 <p><b>We would like to wish Arcata Fire Districts...</b> Sun Mar 22, 9:35pm 4.6K views, 79 likes, 20 comments, 2 shares</p>	 <p><b>"Ever wondered what goes on behind the..."</b> Sat Mar 21, 8:59pm 3.0K views, 14 likes, 2 comments, 7 shares</p>	 <p><b>🔥 Fire Extinguisher 101 with Inspector Ia...</b> Fri Mar 13, 3:19pm 5.7K views, 34 likes, 0 comments, 4 shares</p>	 <p><b>Ever wondered what happens behind...</b> Tue Mar 31, 9:16pm 5.4K views, 72 likes, 13 comments, 10 shares</p>	 <p><b>Ever wondered what goes on behind..</b> Mon Mar 16, 10:00am 2.0K views, 41 likes, 0 comments, 4 shares</p>
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Top content by views

Boost content

See all content



Ever wondered what happens behind...

Mon Mar 31, 9:16pm

5.4K    ❤️ 72  
13    ➡ 10



Ever wondered what goes on behind...

Mon Mar 16, 10:00am

2.0K    ❤️ 41  
0    ➡ 4



¡Uso de extintores 101 con el Inspector ...

Fri Mar 13, 3:41pm

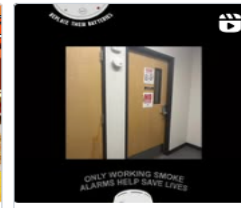
2.8K    ❤️ 28  
0    ➡ 6



Supporting Our Mutual Aid Partners...

Fri Mar 6, 7:30am

1.0K    ❤️ 11  
0    ➡ 8



Don't sleep on smoke alarm safety! ...

Mon Mar 9, 9:36pm

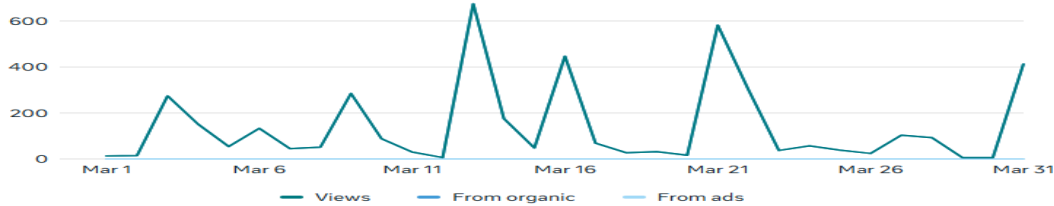
616    ❤️ 1  
0    ➡ 1

## Instagram:

Views **4.3K** ↓ 22%

Reach **1.6K** ↑ 17.2%

Content interactions **163** ↑ 21.6%



**Views breakdown**  
Mar 1 - Mar 31

**Total**  
4,296 ↓ 22%

**From organic**  
4,296 ↓ 22%

**From ads**  
0 0%

Top content by views

Boost content

See all content

Fire Extinguisher 101 with Inspector Ia...

Fri Mar 13, 3:20pm

5.7K    ❤️ 34  
0    ➡ 4

Ever wondered what happens behind...

Tue Mar 31, 9:17pm

5.4K    ❤️ 72  
13    ➡ 10

¡Uso de extintores 101 con el Inspector ...

Fri Mar 13, 3:42pm

2.8K    ❤️ 28  
0    ➡ 6

Pet Emergency Kit Must-Haves: • Food ...

Tue Mar 3, 8:43am

1.2K    ❤️ 29  
0    ➡ 3

Congratulations to our Emergency Kit...

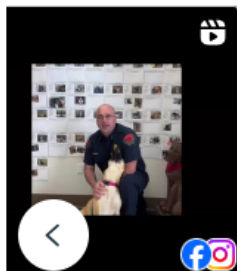
Tue Mar 3, 10:42am

1.1K    ❤️ 15  
0    ➡ 1

Top content by views

Boost content

See all content



Pet Emergency Kit Must-Haves: • Food ...

Wed Mar 3, 8:43am

1.2K    ❤️ 29  
0    ➡ 3



Congratulations to our Emergency Kit...

Tue Mar 3, 10:42am

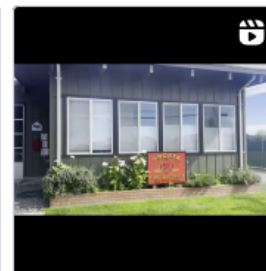
1.1K    ❤️ 15  
0    ➡ 1



Ever wondered what goes on behind...

Mon Mar 16, 10:01am

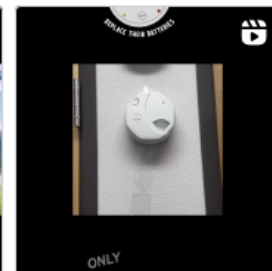
565    ❤️ 18  
0    ➡ 1



Ever wondered what goes on behind the...

Sat Mar 21, 9:12pm

502    ❤️ 18  
0    ➡ 0



Don't sleep on smoke alarm safety! ...

Mon Mar 9, 9:38pm

387    ❤️ 8  
0    ➡ 2

## Fire Marshal's Office

### Monthly Activity Report – March 2026

**Prepared for:** Board of Directors

**Reporting Period:** March 1–31, 2026

**Total Hours Worked:** 80

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### Executive Summary

During March 2026, the Fire Marshal's Office maintained consistent operational activity across plan review, inspection services, and interagency coordination.

- **23 plan reviews** and **26 inspections** were completed
- **Code enforcement activity remained minimal** (3 cases)
- **No public education or outreach events** were conducted
- Continued coordination with partner agencies supported ongoing development and compliance efforts

Overall activity reflects a **steady workload with strong compliance trends** across the District.

---

### Operational Activity Overview

#### Inspections

##### Total Inspections Conducted: 26

- **Construction Inspections:** 13
  - **Special Events:** 4
    - Dance Permits: 1
    - Special Event Permits: 3
  - **State-Mandated Inspections:** 2
    - New Business Licenses: 2
  - **Cannabis Facility Inspections:** 2
  - **Specialized Inspections:** 5
    - Fire Sprinkler Systems: 3
    - Flush & Hydro Testing: 1
    - Fire Alarm Systems: 1
- 

#### Plan Review Activity

- **Plan Reviews Completed:** 23
- **Project Referrals:** 3
- **Building Code Interpretations:** 2

Plan review activity remained strong, supporting ongoing development and construction within the District.

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### Code Enforcement / Violations

- **Code Enforcement Cases: 3**
- **Hazard Abatement Cases: 0**
- **Referrals from Inspectors: 0**

Low enforcement numbers indicate a **high level of compliance** among inspected properties and projects.

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### Public Education / Outreach

No public education or outreach activities were conducted during this reporting period.

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### Meetings & Interagency Coordination

- **Building Department Pre-Application Meetings: 2**
- **General Meetings: 4**

Coordination efforts continued to support development review processes and regulatory alignment.

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### Other Activities

- **Miscellaneous Events: 1**
    - Knox Box Detail
  - **Training: 2**
    - Code Training with Humboldt County Building & Planning
- 

### Key Takeaways

- **Sustained operational activity** with 23 plan reviews and 26 inspections completed
  - **Low code enforcement activity (3 cases)** suggests strong compliance across the District
  - **Ongoing coordination** with partner agencies supports development and regulatory processes
  - **No public education events** conducted during this reporting period
- 

### Conclusion

The Fire Marshal's Office continues to support District operations through **consistent inspection activity, active plan review, and interagency collaboration**. The low level of enforcement activity indicates **generally compliant conditions across inspected properties** during this period.