



Kelseyville Fire Protection District

BOARD OF DIRECTORS
Regular Meeting Minutes
October 15, 2025, at 9:00 a.m.
4020 Main Street
Kelseyville, CA 95451

1. **Call to Order:** 9:01 a.m.

2. **Pledge of Allegiance**

3. **Roll Call (X-Present, A-Absent, E-Excused)**

X Director Brookes
X Director Lauenroth
X Chairperson Maddox
X Vice Chairperson Rohner
X Director Villalobos

4. **Special Agenda Items – Citizens’ Input** – The Board allowed public comment without any response.

5. **Consent items:**

- a. Director Brookes motioned to approve the agenda. Director Villalobos seconded the motion. Motion Passed
Ayes: 5
Noes: 0
Absent: 0
Abstain: 0
- b. Director Lauenroth motioned to approve the minutes from September 17, 2025. Director Villalobos seconded the motion. Motion Passed
Ayes: 4
Noes: 0
Absent: 0
Abstain: 1 – Brookes was absent from the September 17th meeting.
- c. Chairperson Maddox motioned to approve the warrant register and pay the bills for October 2025. Director Brookes seconded the motion. – Motion Passed.
Ayes: 5
Noes: 0
Absent: 0
Abstain: 0

6. **Correspondence and Communications**

- a. Thank you letter from the Perez Family

7. Director's Report

- a. Director Lauenroth commended Firefighter/Paramedic David Drew for his commitment to the youth football program.

8. Professional Firefighters Report

- a. None

9. Fire Prevention Officer Report

- a. Gaddy Lane Apartments Update – No timeline for completion given

10. Fire Chief Report

- a. Installation of gate between KFPD property and Lady Luck has been completed
- b. Christian Murphy and Russell Rosenthal have been promoted to Engineers
- c. The Annual Audit was on October 9th
- d. Many community events happening for Halloween, KFPD has 5 commitments so far
- e. ISO review will be on November 4th.
- f. Chief Huggins will be out of state starting 11/9 and returning around the third week of November.
- g. Chief Huggins reviewed the call statistics and ambulance billing revenue.

11. Regular Agenda Items

- a. The Konocti Fire Safe Council gave a presentation of their accomplishments and went over upcoming projects.
- b. First reading of Ordinance No. 2025-01 for the adoption of the 2025 California Fire Code and California Code of Regulations, Title 24, Part 7, California Wildland-Urban Interface Code, 2025 edition, as adopted by the State Fire Marshal, as published by the International Code Council, and amend the Schedule of Fees.
Vice Chairperson Rohner made a motion to waive the reading of the entire ordinance, which was seconded by Director Lauenroth. The motion passed.
Ayes: 5
Noes: 0
Absent:0
Abstain:0
Chairperson Maddox gave notice to allow public comment regarding the Ordinance. No public comment was given.
- c. Discussed and Approved Resolution 2026-05, a resolution canceling reserves to participate in the State Intergovernmental Transfer Program (IGT) for the year 2024.
Chairperson Maddox made a motion to approve, which was seconded by Chairperson Rohner. The motion passed.
Ayes: 5
Noes: 0
Absent:0
Abstain:0
- d. Discussed and Approved Resolution 2026-06, a resolution to cancel reserves to fund the installation of an additional gate at Station 55.
Vice Chairperson Rohner made a motion to approve, which was seconded by Director Brookes. The motion passed.
Ayes: 5

Noes: 0
Absent:0
Abstain:0

Adjourned at 9:55 a.m.

Attest:

Kristina Navarro, Clerk of the Board

Beau Maddox, Chairperson of the Board

Date