



Kelseyville Fire Protection District

BOARD OF DIRECTORS
Regular Meeting Minutes
June 18, 2025, at 9:00 a.m.
4020 Main Street
Kelseyville, CA 95451

1. **Call to Order:** 9:03 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 Lauenroth motioned to approve the agenda. Director Villalobos seconded the motion. Motion Passed

Ayes: 5

Noes: 0

Absent: 0

Abstain: 0

b. Director Brookes motioned to approve the minutes from May 21, 2025, and June 4, 2025, and Director Lauenroth seconded the motion. Motion Passed

Ayes: 5

Noes: 0

Absent: 0

Abstain: 0

c. Chairperson Maddox motioned to approve the warrant register and pay the bills for June 2025. Director Brookes seconded the motion. – Motion Passed.

Ayes: 5

Noes: 0

Absent: 0

Abstain: 0

6. Correspondence and Communications

- a. Letter of Engagement – Smith and Newell
- b. Special meeting on June 25th for FYE items

7. Director's Report

- a. None

8. Professional Firefighters Report

- a. None

9. Fire Prevention Officer Report

- a. No new update on the Gaddy Street apartments or the duplexes going in on the other side of the post office.

10. Fire Chief Report

- a. All engines had their annual service performed this week by Captain Malm and Greg Rohner.
- b. All equipment is currently in service.
- c. New ambulance update: We are still waiting on the drawings for review.
- d. Firefighter/EMT Murphy has started his clinical rotations for paramedic school.
- e. Gas Hill Update: The district, in collaboration with Cal Fire, will conduct a prescribed burn on Friday, the 27th. Preparations will begin this week, and the Chief is exploring the possibility of borrowing electronic signboards from Caltrans to notify residents.
- f. Chief Huggins reviewed the call statistics and ambulance billing revenue.

11. Regular Agenda Items

- a. Discussed and approved Resolution 2025-15, a resolution establishing the Appropriations Limit for FY 25/26. (Annual) Director Brookes made a motion to approve, which was seconded by Chairperson Maddox. The motion passed.
Ayes: 5
Noes: 0
Absent:0
Abstain:0
- b. Discussed and approved the Capital Improvement Plan for 2023-2033. Chairperson Maddox made a motion to approve, which was seconded by Director Villalobos. The motion passed.
Ayes: 5

Noes: 0
Absent:0
Abstain:0

- c. Discussed and approved Bid Award for Arrow Fencing – Station 55 Exterior Fence Project. Vice Chairperson Rohner made a motion to approve, which was seconded by Director Lauenroth. The motion passed.

Ayes: 5
Noes: 0
Absent: 0
Abstain:0

Adjourned at 9:44 a.m.

Attest:

Kristina Navarro

Kristina Navarro, Clerk of the Board

Beau Maddox

Beau Maddox, Chairperson of the Board

July 16, 2025

Date