



Kelseyville Fire Protection District

BOARD OF DIRECTORS
Regular Meeting Minutes
November 19, 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. Vice Chairperson Rohner motioned to approve the minutes from October 15, 2025. Director Villalobos 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 November 2025. Vice Chairperson Rohner seconded the motion. – Motion Passed.
Ayes: 5
Noes: 0
Absent: 0
Abstain: 0

6. **Correspondence and Communications**

- a. Thank you letter from the Traci Park – LA County Council Woman

- b. Distributed Fire Chief Evaluations Forms

7. Director's Report

- a. None

8. Professional Firefighters Report

- a. None

9. Fire Prevention Officer Report

- a. Gaddy Lane Apartments Update – Construction has started again
- b. Annual business inspections are being done every shift

10. Fire Chief Report

- a. Chief Huggins out on vacation

11. Regular Agenda Items

- a. Second reading of Ordinance No. 2026-01 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.

Director Lauenroth made a motion to waive the reading of the entire ordinance, which was seconded by Director Brookes. The motion passed. Chairperson Maddox gave notice to allow public comment regarding the Ordinance. No public comment was given. Vice Chairperson Rohner made a motion to approve Ordinance 2026-01 and which was seconded by Director Villalobos. The motion passed.

Ayes: 5

Noes: 0

Absent:0

Abstain:0

Adjourned to Closed Session 9:14 a.m.

12. Closed Session – Pursuant to Government Code Section 54957

- a. Public Employment – All Staff – No action taken – Place on December 2025 agenda

Adjourned at 9:25 a.m.

Attest:

Kristina Navarro

Kristina Navarro, Clerk of the Board

Beau Maddox

Beau Maddox, Chairperson of the Board