



Kelseyville Fire Protection District

NOTICE OF A BOARD OF DIRECTORS

Regular Meeting

April 18, 2025, at 9:00 a.m.
4020 Main Street
Kelseyville, CA 95451

NOTICE IS HEREBY GIVEN, pursuant to California Government Code Section 54956, that the Chairperson of the Kelseyville Fire Protection District Board of Directors, State of California, has called a regular meeting of said Board of Directors.

This regular meeting is to discuss and consider the following items:

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL (X-PRESENT, A-ABSENT, E-EXCUSED)**

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

- 4. SPECIAL AGENDA ITEMS: CITIZEN'S INPUT** – A fundamental element of democracy is the right of citizens to address their elected representatives, therefore any citizen may speak on items of interest to the public that is within the subject matter jurisdiction, provided that no action shall be taken on any item, not on the agenda. Comments shall be limited to three (3) minutes per person.
- 5. CONSENT ITEMS:** Consent items are considered non-controversial and will be acted on once without discussion. Any member of the Board or the public may pull any consent item for discussion and separate action.
 - Approval of agenda
 - Approval of the minutes from March 19, 2025 – a regularly scheduled meeting
 - Warrant register and payment of bills for April 2025.
- 6. CORRESPONDENCE AND COMMUNICATIONS**
- 7. DIRECTOR'S REPORT**
- 8. PROFESSIONAL FIREFIGHTER'S REPORT**
- 9. FIRE PREVENTION OFFICER'S REPORT**
- 10. FIRE CHIEF'S REPORT**

11. REGULAR AGENDA ITEMS:

- a. Discuss and approve Resolution 2025-08, a resolution to increase reserves as a result of the participation in the State Intergovernmental Transfer Program. (IGT).
- b. Discuss and approve Resolution 2025-11, a resolution canceling reserves to pay for unforeseen building repairs.
- c. Discuss and approve Impact Mitigation refund of \$55,800 paid to Pasta Farm LLC.

12. ADJOURN TO CLOSED SESSION

13. CLOSED SESSION

- a. Public Employee Performance Evaluation - Fire Chief
(Pursuant to Government Code Section 54957)

14. ADJOURN TO OPEN SESSION

- a. Report of Closed Session

15. ADJOURN

POSTED BY: *Kristina Navarro* April 11, 2025
Kristina Navarro, Clerk to the Board **Date**



Kelseyville Fire Protection District

BOARD OF DIRECTORS
Regular Meeting Minutes
March 19, 2025, at 9:00 a.m.
4020 Main Street
Kelseyville, CA 95351

1. **CALL TO ORDER:** 9:12 a.m.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL (X-PRESENT, A-ABSENT, E-EXCUSED)**

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

4. **SPECIAL AGENDA ITEMS: CITIZEN'S INPUT** – The Board allowed public comment without any response.

5. **CONSENT ITEMS**

- Director Lauenroth motioned to approve the agenda with the removal of items 11b and 11e. Director Villalobos seconded the motion.
Motion Passed
Ayes: 3
Noes: 0
Absent: 2
Abstain: 0
- Chairperson Maddox motioned to approve the February 19, 2025 minutes. Director Villalobos seconded the motion
Motion Passed
Ayes: 3
Noes: 0
Absent: 2
Abstain: 0
- Chairperson Maddox motioned to approve the warrant register and pay the bills for March 2025. Director Lauenroth seconded the motion. – Motion Passed.
Ayes: 3
Noes: 0
Absent: 2
Abstain: 0

6. CORRESPONDENCE AND COMMUNICATIONS

- Thank you letter from Lake County Special Olympics and KCA.

7. DIRECTOR'S REPORT

- None.

8. PROFESSIONAL FIREFIGHTER'S REPORT

- Submitted letter to open negotiations for the upcoming MOU. Presented by Negotiators Helm and Rosenthal.

9. FIRE PREVENTION OFFICER'S REPORT

- Gaddy Street apartment construction is back up and running, Completion is expected by the fall of 2025. Bleuss gave an update on the new software First Due.

10. FIRE CHIEF'S REPORT

- Totorica Plumbing completed the annual sprinkler inspection and made some repairs to the system. The district also purchased a cover for the system.
- The rope rescue gear has been delivered and is now in service. Training will be conducted for all staff.
- WT5511 is still out of service and is awaiting a welding repair for the tank. We are hopeful it will be back by the end of April.
- M5512 is out of service due to an axle issue, and Wicked Automotive is currently working on the repair.
- Sam West has been hired as a full-time Firefighter/Paramedic, and Tanner Clark has transitioned to the role of Sole Role Paramedic.
- Firefighters/Paramedics Jones and Grinnell both had badge pinning ceremonies this month and have successfully completed their probation periods.
- Chief and Kristina will attend the FDAC conference from April 1st to April 3rd in Napa.
- Chief Huggins reviewed the call statistics and ambulance billing revenue.

11. REGULAR AGENDA ITEMS:

- a) Discussed and approved a new position classification of Engineer/EMT. Chairperson Maddox made a motion to approve, which was seconded by Director Lauenroth. The motion passed.
Ayes: 3
Noes: 0
Absent: 2
Abstain:0
- b) Item removed
- c) Discussed and approved Resolution 2025-09, a resolution to adopt and approve a salary schedule in compliance with Title 2 of the California Code of Regulations section 570.5 and the California Public Employees' Retirement System (Calpers) – Added Engineer/EMT to the salary schedule. Director Lauenroth made a motion to approve, which was seconded by Director Villalobos. The motion passed.
Ayes: 3

Noes: 0
Absent: 2
Abstain:0

- d) Discussed and approved Resolution 2025-10, a resolution making findings and requesting imposition of the fire mitigation fees pursuant to the Lake County Fire Mitigation Fee Ordinance 3139. Fee increased to \$1.56 effective July 1st, 2025.
- e) Item removed

12. Closed Session – Tabled until April 2025

Adjourned at 9:38 a.m.

Attest:

Kristina Navarro, Clerk of the Board

Beau Maddox, Chairperson of the Board

Date

**KELSEYVILLE FIRE PROTECTION DISTRICT
RESOLUTION 2025-11**

**A RESOLUTION TO CANCEL RESERVES TO INCREASE THE BUILDING-
MAINTENANCE AND IMPROVEMENT ACCOUNT**

WHEREAS, GOVERNMENT CODE 29130, provides that canceling reserves may be available for specific appropriation by a four-fifths vote of the Board at a noticed public hearing held as part of any regular or special meetings of which all members have had reasonable notice; and,

WHEREAS, the Kelseyville Fire Protection District has reserves designated for "Buildings" in the amount of \$205,643; and

WHEREAS, the Kelseyville Fire Protection District recognizes the need to appropriate funds from the building reserve account to pay for unforeseen building repairs; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Kelseyville Fire Protection District directs the County Auditor-Controller to cancel reserves in the sum of \$20,000 and appropriate funds for the payment according to the following:

From: 353-0000-392.06-00 \$20,000

To: 353-9553-795.18-00 \$14,000 – Roof leak repairs

353-9553-795.18-00 \$4,000 - Fire sprinkler system leak repair

353-9553-795.18-00 \$2,000 – Apparatus bay door repair

THIS RESOLUTION was introduced and adopted by the Board of Directors of the Kelseyville Fire Protection District at a regular meeting held on March 19, 2025 by the following vote:

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

Beau Maddox – Chairperson

Attest:

Kristina Navarro, Financial Analyst/Clerk to the Board

Kelseyville Fire Protection District

RESOLUTION NO. 2025-08

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE KELSEYVILLE FIRE PROTECTION DISTRICT INCREASING RESERVES AS A RESULT OF PARTICIPATION IN THE STATE INTERGOVERNMENTAL TRANSFER PROGRAM

WHEREAS, Government Code 29130, provides that excess revenue may be available for specific appropriation by a four-fifths vote of the Board at a duly noticed hearing as part of any regular or special meeting of which all members had reasonable notice; and

WHEREAS, the Kelseyville Fire Protection District (KFPD) has received unanticipated revenue in the amount of \$907,573 from Partnership Health Plan California for an Intergovernmental Transfer (“IGT”) Program; and

WHEREAS, the sum of \$667,832 has been determined to be in excess of KFPD’s 2023 unreimbursed costs from medical services provided to Partnership Health members and must be expended on health care services including, but not limited to salaries, supplies, and equipment; and

WHEREAS, any amount used from the Medical Services & Equipment reserve to participate in the IGT Program does not satisfy the contractual obligation to use the funds on health care services in the Plan-Provider Agreement (section F); and

WHEREAS, the Board of Directors passed Resolution 2025-04 canceling reserves to participate in the IGT Program with the intent to replenish reserves with any excess revenue.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Kelseyville Fire Protection District directs the County Auditor-Controller to replenish reserves and increase the budget according to the following:

Increase Revenue Budget:		
353-9553-465.68-60 Institutional Care & Svcs	\$	907,573
Increase Reserves:		
353-0000-392.25-00 Med Svcs & Equip Res	\$	351,193 Replenish
353-0000-392.25-00 Med Svcs & Equip Res	\$	556,380

THIS RESOLUTION WAS PASSED AND ADOPTED by the Board of Directors of the Kelseyville Fire Protection District at a special scheduled meeting held on March 19, 2025, by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN

Beau Maddox - Chairperson of the Board

ATTEST:

Kristina Navarro, Clerk of the Board

Kelseyville Fire Protection District

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Kristina Navarro, Clerk of the Board

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Noes: _____

Absent: _____

Abstain: _____


Beau Maddox – Chairperson

Attest:

Kristina Navarro, Financial Analyst/Clerk to the Board

Fw: Pasta Farm Hoop Structure Request for Refund for Deduction in Square Footage

From Paul Bleuss <pbleuss@kelseyvillefire.com>
Date Mon 4/7/2025 9:23 AM
To Kristina Navarro <Knavarro@kelseyvillefire.com>

 2 attachments (11 MB)
Updated.pdf; Original.pdf;

From: Cade Foy <cade@pastafarm.com>
Sent: Monday, March 17, 2025 1:45 PM
To: Paul Bleuss <pbleuss@kelseyvillefire.com>
Cc: Carolyn Hillman <carolyn@pastafarm.com>; Samuel Edwards <sam@pastafarm.com>
Subject: Pasta Farm Hoop Structure Request for Refund for Deduction in Square Footage

Hi Paul,

Attached are the original plans for Pasta Farm's hoop structures and updated plans that are to be submitted.

Due to a drop in pound price and an increase in steel price, we had to significantly reduce our square footage from our original 57,600 square feet down to 20,400 square feet.

A payment to Kelseyville Fire of \$86,400 has been paid for the 57,600 square feet in the original plans at \$1.50 per square foot.

I am reaching out to see if a refund check can be issued of \$55,800 for the difference in square footage with the new plans.

Please let us know if this is possible or if other options are available.

Thanks,
Cade

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Cade Foy
cade@pastafarm.com
C: 619-718-1646