



# LAKEPORT FIRE PROTECTION DISTRICT

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Web Site: [www.lakeportfire.com](http://www.lakeportfire.com)



## BOARD OF DIRECTORS REGULAR MEETING MINUTES

July 12, 2022, 5:00 P.M.

Lakeport Fire Protection District  
445 N. Main Street, Lakeport, CA 95453

A. Call to Order at 5:00 PM

- A1. Pledge of Allegiance led by Interim Chief Grebil
- A2. Roll Call

Chairman Gabe   X   Vice-Chair Lucas   X   Director Flora   X   and  
Director Whitehead   Absent  

Staff Present: Interim Chief Grebil, Admin Ray Lavelle and Captain Johnson

B. Consent Calendar

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- B1. Motion to Approve July 12, 2022, Regular Meeting Agenda (GC §54954.2)
- B2. Motion to Approve June 14, 2022, Special Meeting Minutes
- B3. Motion to approve June Warrants/Expenditures with CalCard details

Director Flora directed Admin Lavelle to review the recording of the June 14, 2022 regular meeting to clarify item E9 (Report, discussion and possible action on making recommendations to the County Board of Supervisors for the vacant Director position). With the caveat that the June 14, 2022 minutes may be changed after review, Director Flora moved, and Director Lucas seconded the motion, to approve the Consent Calendar items as presented.

Ayes: Flora, Lucas, Gabe  
Noes:  
Absent: Whitehead  
Motion Passes

C. Public Comment (GC §54954.3)

**None**

D. Reports – Information/Discussion

D1. Interim Fire Chief, Administration/Finance and Captains

- a. Fiscal Year to Date Budget Report
- b. Incident Log for June 2022
- c. Fleet Mileage/Hours/Service Report (phase two) for June 2022
- d. Consulting Agreement with NBS for the administration of the Measure M special parcel tax
- e. Functional Assignments
- f. Exhibit “A” to MOU effective July 1, 2022, through June 30, 2023

D2. Professional Firefighters Association – Teamsters Local #856 – **No report given**

D3. Volunteer Firefighters Association – **No report given**

D4. City Council Representative’s Report – **No report given**

D5. Directors Activity Reports – **No report given**

E. Action Items

- E1. Report, discussion, and possible action regarding the approval and adoption of a Publicly Available Pay Schedule in compliance with the Public Employees’ Retirement Law (PERL), Public Employees’ Pension Reform Act of 2013 (PEPRA), and Title 2 of the California Code of Regulations (CCR)

**The board directed staff to make a distinction on the pay schedule between represented and non-represented positions, as well as to post the pay schedule on the website. Director Lucas made a motion, seconded by Director Flora, to approve and adopt the publicly available pay schedule.**

**Ayes: Flora, Lucas, Gabe**

**Noes:**

**Absent: Whitehead**

**Motion Passes**

- E2. Report, discussion and possible action on a Resolution making findings and requisition imposition of fire mitigation fees pursuant to the City of Lakeport’s Fire Mitigation Fee Ordinance

**Director Flora made a motion, seconded by Director Lucas, to approve and adopt the proposed resolution regarding the City of Lakeport’s Fire Mitigation Fee Ordinance.**

**Ayes: Flora, Lucas, Gabe**

**Noes:**

**Absent: Whitehead**

**Motion Passes**

E3. Report, discussion and possible action on updating the Signature Lists for the Wells Fargo Bank Checking Accounts

**The board directed staff to find out the specific process to update signature cards at Wells Fargo. They also directed staff to research transferring accounts from Wells Fargo in Clearlake to one (1) of the three (3) banks located in Lakeport.**

E4. Report, discussion and possible action on changing the August 2022, Regular Board Meeting from the 9<sup>th</sup> to the 16<sup>th</sup>

**Director Lucas made a motion, seconded by Director Flora, to cancel the regular board meeting on August 9<sup>th</sup> and to schedule a publicly-noticed special meeting on August 16 to discuss and potentially adopt a final 2022-23 budget.**

**Ayes: Flora, Lucas, Gabe**

**Noes:**

**Absent: Whitehead**

**Motion Passes**

E5. Report, discussion and possible action on making recommendations to the County Board of Supervisors for the vacant Director position

**The board took no action on this item.**

**F. Request for Future Agenda Items**

F1. Status of Larrecou property and discussions with the City of Lakeport

F2. Update on draft of Board Policy manual

**G. Closed Session (GC §54957.7)**

**The Board went into Closed Session at 5:06 pm for the purposes listed below:**

G1. Conference with Labor Negotiator: (GC §54957.1)

Agency Designated Representative: Interim Fire Chief Dan Grebil

Employee Organization: Lakeport Professional Firefighters Association Teamsters Local #856

G2. Public Employment – Title: Fire Chief (GC §54957)

G3. Public Employment Performance Evaluation – Title: Interim Fire Chief  
(GC §54957)

**H. Open Session**

H1. Report on Closed Session: (GC §54957.1)

**The Board reconvened into Open Session at 5:27 pm and reported that there was no reportable action taken in Closed Session.**

I. Adjournment

**Director Lucas made a motion, seconded by Director Flora, to adjourn the meeting at 6:24 pm.**

**Ayes: Flora, Lucas, Gabe**

**Noes:**

**Absent: Whitehead**

**Motion Passes**

Respectfully Submitted: \_\_\_\_\_

Ray Lavelle, Board Clerk

Read and Approved: \_\_\_\_\_

William Gabe, Board Chairman