

WILLIAMS FIRE PROTECTION AUTHORITY
810 E Street, Williams, California
Regular Meeting of the Board of Directors
Monday, June 15, 2026

MINUTES

A regular meeting of the Williams Fire Protection Authority Board of Directors was called to order at 17:35 hours by Chairperson, Allen Gobel.

Directors Present: Kate Dunlap, Allen Gobel, Kelly Lewis, Don Parsons

Alternate Present: None

Staff Present: Chief Gilbert, Kara Alvernaz, Mary Pineda

Other Present: Susan Barnes, SCI Consultant (left at 18:08) and John Alvernaz

At 17:36 hours the meeting was opened to a Public Hearing being held for the continuation of the benefit assessment in fiscal year 2026-2027 that funds the Williams Fire Protection Authority Fire Suppression and Protection Assessment District. No comments from the public. The Public Hearing was closed at 17:38 hours.

Don Parsons moved to approve the minutes of the May 18, 2026 regular meeting. Motion was 2nd by Kate Dunlap. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Karlonas – absent, Lewis – aye, Parsons – aye.**

The Financial Reports dated 5/31/2026 and the 5/1 – 5/31/26 Check Register were presented and discussed. Kate Dunlap moved to accept the Financial Reports dated 5/31/2026 and approve Checks # 21516 – 21602 totaling \$131,350.60 out of Columbia Bank Checking xxx1215, Check # 247-251 out of the Columbia Bank Impact Fee Fund xxx1223 totaling \$762,288.84, Check #1018 and #102 out of the Columbia Bank Capital Equipment Replacement Fund xxx6829 for a total of \$99,260.35 as well as Check #1034 out of the Columbia Bank Strike Team P/R Fund xxx7344 for a total of \$193,245.84. Motion was 2nd by Kelly Lewis. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Karlonas – absent, Lewis – aye, Parsons – aye.**

Don Parsons moved to commit \$196,000.00 from 2025-26 Mutual Aid Net Reimbursements to Tri Counties Bank Money Market or CD (or the highest earning account of the two). Motion was 2nd by Kelly Lewis. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Karlonas – absent, Lewis – aye, Parsons – aye.**

The proposed revised 2025-26 Revised Operating Budget was presented and discussed. Kelly Lewis moved to approve the 2025-26 Revised Operating Budget of \$4,092,646.00. Motion was 2nd by Don Parsons. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Karlonas – absent, Lewis – aye, Parsons – aye.**

The proposed revised 2026-27 Operating Budget was presented and discussed. Kate Dunlap moved to approve the 2026-27 Revised Operating Budget of \$1,838,990.00. Motion was 2nd by Don Parsons. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Karlonas – absent, Lewis – aye, Parsons – aye.**

The 2026-27 Capital Budget was presented and discussed. Kate Dunlap moved to adopt the 2026-27 Capital Budget of \$5,750,000.00. Motion was 2nd by Kelly Lewis. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Karlonas – absent, Lewis – aye, Parsons – aye.**

Chief's Report:

- May 2026 stats were presented, briefed on recent incidents.
- Update regarding development projects.
- Chief informed the Board that the Authority was not awarded the Yocha Dehe grant and requested direction regarding the April 10, 2026 Agenda Item 10. The Board directed staff to leave the motion as approved and continue pursuing alternative funding sources.

Kelly Lewis moved to adopt Resolution No. 26-02– “A Resolution Approving Engineer’s Report, Confirming Diagram and Assessment, and Ordering the Continuation of Assessments for Fiscal Year 2026-2027 for the Williams Fire Protection Authority Fire Suppression and Protection Services Assessment. Motion was 2nd by Don Parsons. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Karlonas – absent, Lewis – aye, Parsons – aye.**

Kate Dunlap made a motion to adopt Lexipol Policies 1012 (Discriminatory Harassment), 1013 (Conduct and Behavior), 1032 (On-Duty Injuries), and 1034 (Release of HIPAA- Protected Information). Motion was 2nd by Don Parsons. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Karlonas – absent, Lewis – aye, Parsons – aye.**

Don Parsons made a motion to adopt the Williams Fire Protection Authority Policy for the Use of Generative AI Tools. Motion 2nd by Kelly Lewis. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Karlonas – absent, Lewis – aye, Parsons – aye.**

Kate Dunlap made a motion to adopt Amendment No. 2 To Memorandum of Understanding Between the Williams Fire Protection Authority and the Williams Professional Firefighters Association (2025-2027). Motion was 2nd by Don Parsons. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Karlonas – absent, Lewis – aye, Parsons – aye.**

Kate Dunlap made a motion to approve the Employment Agreement with the Office Assistant dated, 07/01/2026. Motion was 2nd by Kelly Lewis. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Dunlap – aye, Gobel – aye, Karlonas – absent, Lewis – aye, Parsons – aye.**

The meeting was adjourned to Closed Session at 18:20 hours.

The meeting was called back to Open Session at 18:36 hours. It was announced that the Fire Chiefs annual Performance Evaluation Form was presented and signed.

The meeting was adjourned at 18:36 hours.

Allen Gobel, Chairperson

Jeff Gilbert, Secretary