



## West Plainfield Fire Protection District

24901 County Road 95, Davis, CA 95616

(530) 756-0212

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### BOARD OF COMMISSIONERS – SPECIAL MEETING - MINUTES November 22, 2022 at 7:00 PM

Held at  
24905 County Road 95, Lillard Hall  
Davis, CA 95616  
and via Zoom

#### 1. Call the Meeting to Order and Establish Quorum (President McMullen)

Meeting called to order at 1900 hours. Board Clerk Hall called roll and confirmed there was a quorum.

Present were:

Commissioners: James McMullen, Richard Guarino, Emily Amy, Beth Stiles, and via Zoom: Jim Yeager

Department Members: Board Clerk Carly Hall

Guests: None

#### 2. Public Comment

NONE

#### 3. New Business

##### a. Ordinance 22-01 – Adopting a Revised Schedule of District Fees

##### i. Read Ordinance (Board Clerk)

The ordinance was read by the Board Clerk.

##### ii. Discussion/Action – Consider Any Objections or Protests

There were no objections or protests presented.

President McMullen wanted it noted for clarity that the ordinance verbiage reads as if the fire department is issuing the permits as part of the inspection process.

Commissioner Amy located and read the minutes of the October 18, 2022, Board meeting for Item 5(d)(ii)(2): “President McMullen questioned the occupancy language permit language and asked if we are issuing permits. Chief Rita advised we are not issuing permits and the language should read post-installation inspection permit. President McMullen advised to amend the language. Commissioner Amy advised to remove the permit language altogether from the documents, Chief Rita will revise as requested.”

Commissioner Stiles advised that the ordinance language indicates post-installation inspection permit.

President McMullen advised he would like to revisit this topic at the December 2022 regular Board meeting.

#### 4. Old Business

##### a. Discussion / Action – Lillard Hall – Adopt Revisions to Rental Agreement / Use Policy (Commissioner Amy)

Commissioner Amy reviewed her changes in the Lillard Hall Rental Agreement, specifically noting the changes in fines on Page 4.

Motion: Adopt the revisions of the Lillard Hall Rental Agreement and Use Policy.  
Motion By: Amy  
Second By: Guarino  
Discussion: None  
Vote: Approved unanimously.

#### 5. Clerk's Report

##### a. Approval of November 15, 2022, Board Meeting Minutes

Commissioner Amy advised that the minutes need to be corrected for Item 5(c)(iv) to reflect Commissioner Stiles was questioning rentals from outside the district, specifically. The Clerk advised they would be amended.

Motion: Approve November 15, 2022, Board Meeting Minutes with the amendment.  
Motion By: Amy  
Second By: Guarino  
Discussion: None  
Vote: Approved unanimously.

#### 6. Open Forum

President McMullen advised that we review the Committee assignments at the December Board meeting and requested that the commissioners consider what committees they would like to be on.

#### 7. Next Meetings

##### a. Special Board meeting on November 29, 2022

##### b. Regular Board meeting on December 20, 2022

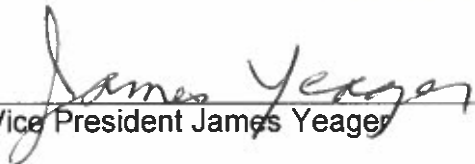
President McMullen confirmed the next meeting date as November 29, 2022.


**8. Meeting Adjourned (President McMullen)**

Motion: Adjourn meeting.  
By: Guarino  
Second By: Stiles  
Discussion: None.  
Vote: Approved unanimously.

Meeting adjourned at 1924 hours.

Minutes approved: December 20, 2022

  
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Vice President James Yeager

  
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Board Clerk Carly Hall