



West Plainfield Fire Protection District
24901 County Road 95, Davis, CA 95616 (530) 756-0212

STANDING COMMITTEE – LILLARD HALL - MINUTES
July 3, 2024 at 10:15 AM

Location: Lillard Hall
24901 County Road 95
Davis, CA 95616

1. Call the Meeting to Order (Chair Amy)

The meeting was called to order by Chair Amy at 10:15 AM.

Present were:

Committee Members: Commissioners Emily Amy and Warren Roos
Staff: Hall Manager Ned Sykes and Fire Chief Cherie Rita

2. Public Comment
NONE

3. Discussion / Action – Kitchen Lease / Remodel (Chair Amy)

a. Remodel report (Manager Sykes)

Manager Sykes reported that the current total costs are approximately \$20,815. He has not yet received copies of any receipts and \$6,000 has been reimbursed to date. Plumbing and electrical permits need to be obtained (pictures have been taken throughout the process). The committee is anxious for a final inspection.

b. Lease CPI increase October (Chair Amy)

Commissioner Amy reported that the CPI was 3.8 as of April; the next report is due on July 11. Commissioner Amy will provide the July CPI number to Manager Sykes as soon as it is available, which will be the one used for the rental increase. Manager Sykes will formally notify Mr. Chong of the increase.

4. Discussion / Action – Restroom Remodel (Chair Amy)

a. Fund raising

With the estimated restroom remodel cost over \$40,000 the committee had previously discussed having a fundraiser. There is also the higher-than-expected expense of the needed roof maintenance. While we could hold fundraisers, we will still need to find grant funding. A final decision regarding any restroom remodel will be made once the final inspection of the kitchen work has been completed.

Those present discussed possible fundraising event types and timing: battle of the bands, dinners, dances; timing after school starts, but before the holidays. Experience of some was that alcohol “donations” during such an event can help boost the dollars brought in for the event. No decisions were reached.

5. Discussion / Action – Lillard Hall Budget – finalize (Chair Amy)

All present reviewed the proposed fiscal year 2024-2025 draft budget. Chair Amy requested that Manager Sykes add an additional \$2,000 in the Income/Use of Assets section to account for other hall rentals. Chief Rita noted that a report of actual spending in each category for fiscal year end 2024 needed to be prepared still. Commissioner Roos asked that Roof repairs/maintenance be moved up to just below the Restroom Remodel on the Capital Projects list.

6. Discussion /Action - Rentals (Hall Manager Sykes)

Manager Sykes reported that there is a wedding reception scheduled for August 3; the renters will be setting up the night before and Manager Sykes did get an additional rental fee for that extra Hall use.

Chair Amy asked Manager Sykes about the status of the Fly Fishers potentially renting the Hall for their monthly meetings. Manager Sykes indicated that while Fly Fishers had discussed changing their meeting location (the Hall would be more central for most of the members), a final decision had not been made. He noted that Mr. Chong is a member and he will meet with him about how we can persuade the Fly Fishers to make the switch from their current location.

7. Discussion / Action – Maintenance (Chair Amy)

a. Roof (Commissioner Roos)

Commissioner Roos gave a brief report on solar for the Hall and Station, noting that the meters for each are separate. He believes the best way to incorporate solar will be to combine the meters and place the panels on the roof, which is acceptable to the Airport so long as there is no reflection from them toward the landing areas. Chief Rita noted that solar cannot go on any roof unless it is sound and in good repair and suggested that ground mount to the North of the Station for covered parking might be a better option, though more costly. Chief Rita noted that staff had received an estimate of \$19,700 for repairing the Hall roof, which included sealing all screws, fixing any other holes, and two layers of coating. The Committee will be discussing this further at a future meeting.

8. Open Forum – Other Hall Business (Chair Amy)

NONE

9. Calendar (Chair Amy)

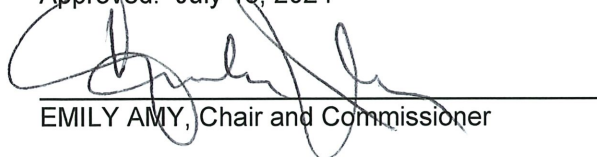
a. The next Lillard Hall Committee meeting to be determined

The next Lillard Hall Committee meeting shall be held on August 7, 2024, at 10:15 AM.

10. Adjourn Meeting (Chair Amy)

Chair Amy adjourned the meeting at 11:26 AM.

Approved: July 16, 2024



EMILY AMY, Chair and Commissioner



CHERIE RITA, Recorder