

West Plainfield Fire Protection District

24901 County Road 95, Davis, California 95616 (530) 756-0212

Standing Committee – Lillard Hall – Minutes

January 4, 2022

Held:

West Plainfield Fire Station
24901 County Road 95
Davis CA, 95616

1. Call to Order

The meeting was called to order at 4:15pm by Commissioner Yeager

Commissioners: Commissioner Emily Amy, Commissioner Jim Yeager

Staff: Fire Chief Cherie Rita (arrived near end of meeting), Assistant Chief Dave Stiles, Battalion Chief Eric Wilson, Hall Manager Brenda Gonzalez

2. Public Comment

None

3. Discussion/Action – Review problems with previous rentals

The committee discussed the event that took place on November 20, 2021.

Commissioner Amy asked if the renter had been present during the time of the event, extra charges that were brought on to the Hall, and whether the septic tank was damaged and needed repairs:

- AC Stiles stated that he was the on duty at the time of the event and was in communication with an older gentleman.
- Hall Manager Gonzalez confirmed that the renter was present at the time of the event and detailed everything that went wrong during the event which included:
 - Incident involving a van driving over the Station and Hall septic tanks
 - Incidents involving renters being disrespectful to staff
 - Renter not leaving the property past 1:00 am
 - Renter failing to properly clean the property
 - Renter overflowing the Hall dumpster
 - Renter failing to return Hall keys November 21, 2021 at 1:00 pm.
 - Captain Bravo having to call Yolo County Sherriff to remove renters from property on November 21, 2021

Hall Manager Gonzales reported to the committee that prior to the event, the renter submitted an application to host a baby shower at the Hall. The renter submitted all necessary documentation, insurance certificate, security contract, and deposit/rental fee.

Hall Manager Gonzalez added that she was quoted \$300 for the cleaner to come and perform a deep cleaning of the Hall and that Recology had not billed extra for the overflowing dumpster.

4. Review Lillard Hall Rental Policy

a. Discussion/Action – Draft Suggested Revisions to Rental Policy

The Committee went through the Rental Policies and proposed the changes outlined in the attached draft.

b. Discussion/Action – Enforcement to New Policy

The committee discussed that the rental policy needs to be clear about the following:

- **THAT WEST PLAINFIELD FIRE PROTECTION DISTRICT RESERVES THE RIGHT TO CANCEL OR SUSPEND ANY EVENT FOR JUST CAUSE, INCLUDING, BUT NOT LIMITED TO: THE CONSUMPTION OF ALCOHOLIC BEVERAGES BY MINORS, DISORDERLY CONDUCT, VANDALISM, DESTRUCTION OF PROPERTY OR THE VIOLATION OF ANY CONDITIONS CONTAINED IN THIS AGREEMENT.**
- **FAILURE TO MEET USE AND RENTAL POLICY TERMS WILL RESULT IN FOREFITURE OF SECURITY DEPOSIT.**

5. Discussion/Action - Other Concerns or Needs for the Hall

Commissioner Yeager recommended adding bollards to prevent cars driving into the grassy area by the Hall.

Commissioner Yeager also suggested more lighting be added to the parking lot.


6. Open Forum

None

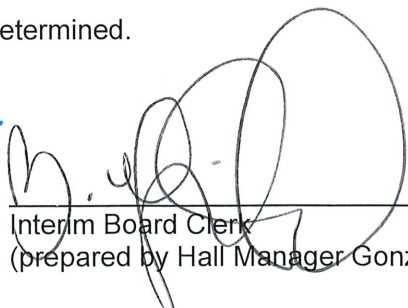
7. Calendar

Next Lillard Hall Committee meeting to be determined.

Approved on November 15, 2022



Chairman, Lillard Hall Committee



Interim Board Clerk
(prepared by Hall Manager Gonzalez)