



**To:** Board of Directors  
**From:** Steve Leighton, Fire Chief  
**Date:** December 6, 2023  
**Subject:** Establish by Resolution the Day, Time, and Location for Regular Board Meetings

Background

This is a housekeeping item. The regular meetings of the Board of Directors are set for the third Wednesday of each month, with the exception of the June and September meetings to be held on the fourth Wednesday of the month and the November and December meetings to be held on the first Wednesday of the month.

The calendar of the proposed dates is attached.

Recommendation:

If the Board agrees to continue this schedule, waive the reading, and adopt Resolution 2023-13.

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# 2024 Calendar

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

# Meeks Bay Fire Protection District



## **RESOLUTION** **of the Board of Directors**

### **No: 2023-13**

ESTABLISHING THE TIME AND PLACE FOR THE REGULAR MEETING  
OF MEEKS BAY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS  
AND FURTHER ESTABLISHING ITS RULES OF PROCEDURE

**WHEREAS**, Meeks Bay Fire Protection District Board of Directors may provide by resolution the time and place of holding its regular meetings and may designate rules of procedures.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Meeks Bay Fire Protection District:

1. That beginning January 17, 2024, all regular meetings shall be held at Station 67 Engine Bay, located at 8041 Hwy 89, Meeks Bay, unless the Board adjourns to, or fixes another place of meeting in a public notice, and that all meetings shall be conducted in accordance with Government Code Sections 54950 et seq. (“The Ralph M. Brown Act”); and
2. That regular meetings shall be held on the third Wednesday of each month at 3:30 P.M., or as soon thereafter as the meeting may be convened; and
3. That regular meetings shall be held on the fourth Wednesday of each month at 3:30 P.M. for the months of June and September, or as soon thereafter as the meeting may be convened; and
4. That the regular meeting shall be held on the first Wednesday of each month at 3:30 P.M. for the months of November and December as soon thereafter as the meeting may be convened; and
5. That meetings of the Board, whether it be special or regular, shall follow Parliamentary Procedure to the extent practicable; and
6. That the Agenda shall be prepared under the direction of the Fire Chief, or his designee, and, additionally, each Board member should he or she desire any business be placed on the Agenda, shall so make a request to the Fire Chief, or his designee; and
7. That an item on each Agenda shall be designated as “Public Comment” intended to give citizens an opportunity to speak on any subject; speakers will be given up to three (3) minutes to speak, unless the time period is changed by vote of the Board at that meeting; and

8. That the necessity for a Board Closed Session will be ajenized when it is determined a closed session is warranted; and
9. That any Board Member or the Fire Chief, or his designee, with just cause, may request an item on the printed Agenda be deferred and it shall be the policy of the Board to defer the said requested Agenda item until the next regular meeting of Board, absent any compelling reason not to defer the item; and
10. That any item which needs to be added to an already printed Agenda will be announced at the beginning of the regular meeting; however, items to be added should only be added to the Agenda when necessitated by emergency or other substantial time constraints. Items to be added must receive a majority vote approval of those Board members present in order to be added to the agenda; and
11. That there is hereby established as a part of each Agenda as required an item to be designated as "Consent Agenda" and the items listed under the Consent Agenda will be voted on cumulatively in one motion unless a Board member requests to deal with any item on the Consent Agenda individually.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF MEEKS BAY FIRE PROTECTION DISTRICT OF THE COUNTY OF EL DORADO AT A REGULAR MEETING OF THE BOARD, HELD ON THE 6th DAY OF December, 2023 BY THE FOLLOWING VOTE OF SAID BOARD:

AYES:  
NOES:  
ABSTENTIONS:  
ABSENT:

\_\_\_\_\_  
VICE-PRESIDENT, BOARD OF DIRECTORS  
BY: Korie Kromydas

I CERTIFY THAT THE FOREGOING IS A CORRECT COPY OF A RESOLUTION DULY ADOPTED BY SAID BOARD OF DIRECTORS ON THE DATE THEREIN SET FORTH.

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CLERK OF THE BOARD OF DIRECTORS  
BY: Melissa Daniels