



SPRINGLAKE FIRE PROTECTION DISTRICT
1000 Lincoln Avenue
Woodland, CA 95695
(530) 661-5860

GOVERNING BOARD MEETING MINUTES
Tuesday June 26, 2018 at 2:00 PM
Police Community Room, 1000 Lincoln Avenue, Woodland

PRESENT: Commissioners Wes Arvin, Carolyn Bunfill
Board Clerk Jeran Ulrich– Woodland Fire Department
Chief Rebecca Ramirez- Woodland Fire Department
Fire Marshal Patrick Sandholdt- Davis Fire Department
Acting Fire Marshal Jose Colin- Woodland Fire Department

ABSENT: Commissioner Robert Moeller

AGENDA

- I. Call to Order**
The June 26, 2018 Springlake Fire Protection District Governing Board meeting was called to order at 2:02 PM by Chair Arvin.
- II. Approval of Minutes: April 26, 2018**
On a motion by Commissioner Bunfill and seconded by Commissioner Arvin, the Board voted 2-0 to approve the 04/26/2018 minutes as presented.
- III. Public Comments**
None
- IV. Public Hearings**
None
- V. Approve Payments of Bills and Budget Requests**
 - A. On motion by Commissioner Bunfill and seconded by Commissioner Arvin, the Board voted 2-0 to approve the payment to the City of Woodland for Administrative Services – 4th quarter (\$1000).
 - B. On motion by Commissioner Bunfill and seconded by Commissioner Arvin, the Board voted 2-0 to approve the payment to the City of Woodland for Fire Suppression Services – 2nd payment (\$114,122.90)

- C. On motion by Commissioner Bunfill and seconded by Commissioner Arvin, the Board voted 2-0 to approve the payment to the City of Davis for Fire Suppression Services – 2nd payment (\$98,581.71)

VI. Regular Calendar

- A. Approval of the FY2018-19 Budget
On motion by Commissioner Arvin and seconded by Commissioner Bunfill, the Board voted 2-0 to approve the FY 2018-19 Budget.
- B. Special Assessment Charges for 2018-19 Tax Roll: Certification, Resolution & Direct Charge Transmittal
On motion by Commissioner Bunfill and seconded by Commissioner Arvin, the Board voted 2-0 to adopt Resolution 2018-19 requesting the collection of charges on the 2018-19 tax roll, and to authorize that the charges be directly placed on the tax roll.
- C. Updated Auditor's Draft Report FYE 2016 and 2017 and Management Letter
On motion by Commissioner Bunfill and seconded by Commissioner Arvin, the Board voted 2-0 to accept the updated Auditor's Draft Report FYE 2016 and 2017 and the Management Letter as presented.
- D. Special District Financial Transaction Report- Statement of Intent
On motion by Commissioner Arvin and seconded by Commissioner Bunfill, the Board voted 2-0 to submit the Statement of Intent notifying the County Department of Financial Services (DFS) of the Board's intent to have DFS prepare and submit the Special District Financial Transition Report for FY2017-18 to the State Controller for an estimated cost of \$273.00
- E. Conflict of Interest Biennial Review
On motion by Commission Bunfill and seconded by Commissioner Arvin, the Board authorized the Board Clerk to sign the required form stating that no amendments are required to the code at this time.

Chair Arvin and Chief Ramirez agreed to further examine the Code prior to the next review due to the age of the Board's code.
- F. District Website- Continued Discussion from 4/26/18
On motion by Commissioner Arvin and seconded by Commissioner Bunfill, the Board voted 2-0 to approve the purchase of a domain name for the district and directed the Board Clerk to research other website hosting options that are available.

VII. Correspondence and Information

A. Trial Balance Reports for March through May 2018
Informational only

B. North Davis Meadows Water Update

City of Davis Fire Marshal Sandholdt provided the Board with an update on the water issues in the North Davis Meadows area of the District. Fire Marshal Sandholdt and Chair Arvin will continue to work with County and City of Davis officials and the residents towards a solution.

VIII. Set Date for Next Meeting

The next Board meeting will be held on September 25, 2018 at 2:00 PM in the Police Community Room, 1000 Lincoln Ave Woodland, CA 95695.

IX. Adjournment

The June 26, 2018 Springlake Fire Protection District Governing Board meeting was adjourned by Chair Arvin at 3:02 PM.



Jeran Ulrich, Clerk
Springlake Fire Protection District Governing Board