



SPRINGLAKE FIRE PROTECTION DISTRICT

1000 Lincoln Avenue
Woodland, CA 95695
(530) 661-5860

GOVERNING BOARD MEETING MINUTES

Tuesday, January 26, 2021 2:00 PM

Police & Fire Headquarters, 1000 Lincoln Avenue, Woodland

PRESENT: Commissioners Wes Arvin, Carolyn Bunfill, Brooke Herrgesell
Board Clerk Jeran Ulrich- Woodland Fire Department
Fire Chief Eric Zane- Woodland Fire Department
Fire Marshal Emily Richter- Woodland Fire Department
Fire Marshal Patrick Sandholdt- Davis Fire Department
Battalion Chief Paul Swanson- Davis Fire Department

ABSENT:

PLEASE NOTE: Due to the COVID-10 pandemic, the January 26, 2021 Springlake Fire Protection District Governing Board Meeting will be conducted pursuant to the Governor's Executive Order N-29-20.

The meeting will be held via teleconference and Board members will participate via teleconference. Those locations are not listed on the agenda and are not accessible to the public.

The public is encouraged to listen to the Board meeting live via the link below.
<https://zoom.us/j/98214971858?pwd=VKN3SkVWNmdSLytHdmZzRHpoY0lVQT09>

If you wish to make a comment during general public comment or on a specific agenda item, there are two ways to do that. You may leave a voice mail message at (530) 661-5875. All voice mail messages received by 2:00 p.m. will be played during the Board meeting and read into the record at the appropriate time. You may also submit an email to the Board Clerk at jeran.ulrich@cityofwoodland.org during the meeting. Please include the agenda item in the subject line.

AGENDA:

I. Call to Order

The January 26, 2021 Springlake Fire Protection District Governing Board meeting was called to order at 2:01 pm by Chair Arvin.

II. Approval of Minutes:

On a motion by Commissioner Bunfill, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board approved the September 29, 2020 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, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board approved the payment to the City of Woodland for Administrative Services – 2nd quarter FY21 (\$1000).
- B. On motion by Commissioner Bunfill, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board approved the payment to the City of Woodland for Fire Suppression Services – First payment for FY20-21 (\$149,687.85).
- C. On motion by Commissioner Bunfill, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board approved the payment to the City of Davis for Fire Suppression Services – First Payment for FY20-21 (\$122,462.52).
- D. On motion by Commissioner Bunfill, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board approved the payment to the City of Woodland for Weed Abatement of Parcel 027-430-003 (\$510).
- E. On motion by Commissioner Bunfill, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board approved the payment to the City of Woodland for Website Hosting Annual Subscription and Domain Renewal (\$179.95).

VI. Regular Calendar

- A. On motion by Commissioner Bunfill, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote the Board voted to authorize the Board Clerk to invoice the property owner of parcel 027-430-003 for the cost of weed abatement (\$510).
- B. On motion by Commissioner Bunfill, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote the Board voted to do the following:
 - i. Adopt the 2021 Weed Management Program: Resolution 2020-01
 - ii. Authorize the Fire Chiefs of Woodland and Davis or their representatives to act as “Superintendent(s)” in abatement of nuisances in their District service area.
 - iii. Set Tuesday April 27, 2021 at 2:00 pm, as the public hearing date to permit property owners to voice objections.
 - iv. Direct the Board Clerk to mail notices to property owners in Davis and Woodland at least 14 days prior to the date of the public hearing.

- C. On motion by Commissioner Bunfill, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote the Board to accept the engagement letter authorizing audit services for FYE 2020 to be performed by Fechter & Company.

- D. Fire Prevention Inspection Cost Recovery Resolution
On motion by Commissioner Bunfill, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board adopted Resolution 2021-02 authorizing the Cities of Woodland and Davis to assess re-inspection fees to businesses within the SFPD that have not returned to compliance after one initial inspection and one re-inspection.

- E. Yolo County Fire Protection Districts Sustainably Update
Received update from Chief Zane, no action taken.

VII. Correspondence and Information


- A. 2019-20 Annual Report – Cities of Davis and Woodland
Informational only.
- B. Monthly Trial Balance Reports June-October 2020
Informational only.

VIII. Set Date for Next Meeting

The next meeting is scheduled for Tuesday, April 27, 2021 at 2:00 PM

IX. Adjournment

The January 26, 2021 Springlake Fire Protection District Governing Board meeting was adjourned by Chair Arvin at 2:46 PM.



Jeran Ulrich, Board Clerk
Springlake Fire Protection District Governing Board