



## **SPRINGLAKE FIRE PROTECTION DISTRICT**

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

### **GOVERNING BOARD MEETING MINUTES**

**Thursday, April 26, 2018 at 2:00 PM**

**Police Community Room, 1000 Lincoln Avenue, Woodland**

- PRESENT:** Commissioners Wes Arvin, Carolyn Bunfill, Robert Moeller  
Woodland Battalion Chief Eric Zane  
Davis Fire Marshal Patrick Sandholdt  
Elle Murphy- Sr. Management Analyst Woodland Police Department
- ABSENT:** Board Clerk Jeran Ulrich  
Woodland Fire Chief Rebecca Ramirez

#### **I. Call to Order**

The April 26, 2018 Springlake Fire Protection District Governing Board meeting was called to order at 2:05 PM by Chair Arvin

#### **II. Approval of Minutes – January 10, 2018**

On a motion by Commission Moeller and seconded by Commissioner Arvin, the Board voted 3-0 to approved the January 10, 2018 minutes as presented.

#### **III. Public Comments**

None

#### **IV. Public Hearings**

The 2018 Weed Abatement Public Hearing was opened at 2:05 PM on a motion by Commission Moeller and seconded by Commissioner Bunfill. There was no one present for the Public Hearing so it was closed immediately after being opened.

On a motion by Commissioner Moeller and seconded by Commissioner Bunfill, the Board voted 3-0 to authorize the Woodland and Davis Fire Departments to cause the abatement of weeds and direct the Fire Chiefs to keep an accounting of the costs of said abatement.

#### **V. Approve Payments of Bills and Budget Requests**

- A. On motion by Commissioner Bunfill and seconded by Commissioner Moeller, the Board voted 3-0 to approve they payment to the City of Woodland for Administrative Services – 3<sup>rd</sup> quarter (\$1000)

- B. On motion by Commissioner Bunfill and seconded by Commissioner Moeller, the Board voted 3-0 to approve the payment to the City of Woodland for Public Notices (\$226.33)
- C. On motion by Commissioner Bunfill and seconded by Commissioner Moeller, the Board voted 3-0 to approve the payment to Fechter and Company for FYE 2016 and 2017 audits (\$5,297).

**VI. Regular Calendar**

**A. District Website**

The Board opted to postpone review and further discussion of the website to the June meeting. The Board directed the Board Clerk to track the number of inquiries received on behalf of the District in order to determine if the cost is justified. Additionally, the Board Clerk with inquiry with other Fire Districts in Yolo County as to their intentions of creating a website using the same platform.

**B. Board Secretary/Clerk Conference**

On motion by Commissioner Bunfill and seconded by Commissioner Moeller, the Board voted 3-0 to send the Board Clerk to the Conference and reimburse the City of Woodland for travel costs and registration as appropriate.

**C. Auditor's Draft Report FYE 2016 and 2017 and Management Letter**

On motion by Commissioner Bunfill and seconded by Commissioner Moeller, the Board voted 3-0 to approved the Management letter, with the addition of a clarifying statement on the bottom of page 5 indicating that the District contracts with the City of Woodland and the City of Davis to carry out its specific purposes.

**VII. Correspondence and Information**

**A. Special District Financial Report- FY17**

Informational only

**B. 2017 Government Compensation in California Report**

Informational only

**C. Monthly Trial Balance Reports: December 2017; January-February 2018**

Informational only.

**D. 2016-17 Annual Report – Cities of Davis and Woodland**

Informational only.

**VIII. Set Date for Next Meeting**

Tuesday June 26, 2018 at 2 PM

**IX. Adjournment**

The April 26, 2018 Springlake Fire Protection District Governing Board meeting was adjourned by Chair Arvin at 2:46 PM.



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Jeran Ulrich, Clerk  
Springlake Fire Protection District Governing Board