



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

GOVERNING BOARD MEETING MINUTES
Thursday, June 9, 2016 at 2:00 PM
Public Safety Training Room, 1000 Lincoln Avenue, Woodland

PRESENT: Commissioners Wes Arvin, Carolyn Bunfill, Robert Moeller
Board Clerk Elle Murphy – Woodland Public Safety
Fire Marshal Tim Annis
Jeran Ulrich – Woodland Public Safety Admin Clerk

ABSENT: Woodland Public Safety Chief Dan Bellini

AGENDA

- I. Call to Order**
The June 9, 2016 Springlake Fire Protection District Governing Board meeting was called to order at 2:00 PM by Chair Arvin.
- II. Approval of Minutes:** April 12, 2016
On a motion by Commissioner Moeller and seconded by Commissioner Bunfill, the Board voted 3-0 to approve the 4/12/2016 minutes as presented.
- III. Public Comments**
None
- IV. Public Hearings**
None
- V. Approve Payments of Bills and Budget Requests**
 - A. On motion by Commissioner Moeller and seconded by Commissioner Bunfill, the Board voted 3-0 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 Moeller, the Board voted 3-0 to approve the payment to the City of Woodland for Fire Suppression Services – 2nd payment with the condition that the amount is as expected based on the approved budget and the calculated share for each City.

- C. On motion by Commissioner Moeller and seconded by Commissioner Bunfill, the Board voted 3-0 to approve the payment to the City of Davis for Fire Suppression Services – 2nd payment with the condition that the amount is as expected based on the approved budget and the calculated share for each City.
- D. On motion by Commissioner Bunfill and seconded by Commissioner Moeller, the Board voted 3-0 to approve the payment to UC Davis for refund of property taxes paid to the District for the Hyatt Hotel (\$12,531.29).

Chair Arvin instructed the Board Clerk to draft a letter to all parties involved in the Hyatt Hotel agreement to ensure the proper routing of funds collected for the Hyatt Hotel going forward.

VI. Regular Calendar

- A. Status of FYE 2014 and 2015 Audits
On motion by Commissioner Bunfill and seconded by Commissioner Moeller, the Board voted 3-0 to approve the FYE 2014 and 2015 Management Report contingent upon the removal of the “Required Supplementary Information” section.

Chair Arvin instructed the Board Clerk to submit the Management’s Discussion and Analysis for the District to the auditors and to request a revised copy of the Management Report to reflect receipt of the aforementioned analysis.

- B. FY 16 Budget Adjustment
On motion by Commissioner Moeller and seconded by Commissioner Bunfill, the Board voted 3-0 to approve the FY 2015-2016 Budget Adjustments.

- C. Approval of the FY2016-2017 Budget
On motion by Commissioner Bunfill and seconded by Commissioner Moeller, the Board voted 3-0 to approve the FY 2016-2017 Budget.

Chair Arvin instructed the Board Clerk to split the Miscellaneous line item funding, with 50% remaining in the Miscellaneous line item and 50% being moved to the Office Expense line item.

- D. Special Assessment Charges for 2016-2017 Tax Roll: Certification, Resolution & Direct Charge Transmittal
On motion by Commissioner Bunfill and seconded by Commissioner Moeller, the Board voted 3-0 to adopt Resolution 2016-17 requesting the

collection of charges on the 2016-17 tax roll, and to authorize that the charges be directly placed on the tax roll.

At the request of the Board, the Board Clerk will seek County Counsel's legal opinion regarding commissioner's liability should an error be made in the Special Assessment charges.

VII. Correspondence and Information

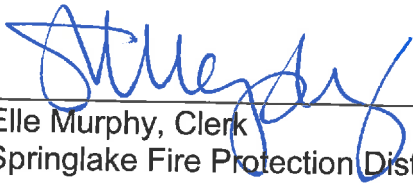
Informational only.

VIII. Set Date for Next Meeting

The next Board meeting will be held in September, a specific date will be determined based on Commissioners' availability at a later date.

IX. Adjournment

The June 9, 2016 Springlake Fire Protection District Governing Board meeting was adjourned by Chair Arvin at 2:35 PM



Elle Murphy, Clerk
Springlake Fire Protection District Governing Board