

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

GOVERNING BOARD MEETING MINUTES Tuesday June 30, 2020 at 2:00 PM Police & Fire Headquarters, 1000 Lincoln Avenue, Woodland

PRESENT: Roll call was conducted pursuant to Executive Order N-29-20. All Board Members and staff identified themselves and were present via teleconference.

Commissioners Wes Arvin, Carolyn Bunfill, Brooke Herrgesell Board Clerk Jeran Ulrich- Woodland Fire Department Interim Chief Eric Zane- Woodland Fire Department Fire Marshal Emily Walling- Woodland Fire Department Fire Marshal Patrick Sandholdt- Davis Fire Department

ABSENT:

PLEASE NOTE: Due to the COVID-10 pandemic, the June 30, 2020 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/93840235819?pwd=M1kvS2lqeFA1bzYxQnVWSHZqSWF5Zz09

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 June 30, 2020 Springlake Fire Protection District Governing Board meeting was called to order at 2:04 PM by Chair Arvin.

II. Approval of Minutes: April 30, 2020
On a motion by Commissioner Bunfill, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board approved the April 30, 2020 minutes as presented.

III. Public Comments

IV. Public Hearings

None

V. Approve Payments of Bills and Budget Requests

- A. On motion by Commissioner Herrgesell, seconded by Commissioner Bunfill, and carried unanimously on a 3-0 roll call vote, the Board approved the payment to the City of Woodland for Administrative Services 4th quarter (\$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 2nd payment (\$111,687.62)
- C. On motion by Commissioner Herrgesell, seconded by Commissioner Bunfill, and carried unanimously on a 3-0 roll call vote, the Board approved the payment to the City of Davis for Fire Suppression Services 2nd payment (\$85,566.05)
- 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 Yolo LAFco for Reorganization Application Fee-Final Invoice (\$964.10)
- 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 Fechter and Company for FYE 2018 and 2019 Audits- Final Payment (\$683)

VI. Regular Calendar

- A. Approval of the FY2020-21 Budget
 On motion by Commissioner Bunfill, seconded by Commissioner
 Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board
 approved the FY 2020-21 Budget with estimated Total Financing Uses of
 \$565,380.
- B. Special Assessment Charges for 2020-21 Tax Roll: Certification, Resolution & Direct Charge Transmittal On motion by Commissioner Bunfill, seconded by Commissioner Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board adopted Resolution 2020-21 requesting the collection of charges on the 2020-21 tax roll, and to authorize that the charges be directly placed on the tax roll.

- C. Conflict of Interest Biennial Review
 On motion by Commissioner Bunfill, seconded by Commissioner
 Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board
 authorized the Board Clerk to sign the required form stating that no
 amendments are required to the code at this time.
- D. District Governance Subcommittee Update
 The Board received an update on the status of the District Reorganization.
 Effective July 1, 2020 the Springlake Fire Protection District will be a
 Dependent District to Yolo County.
- E. Discretionary Spending Resolution
 On motion by Commissioner Bunfill, seconded by Commissioner
 Herrgesell, and carried unanimously on a 3-0 roll call vote, the Board
 adopted Resolution 2020-02 authorizing the Woodland Fire Chief to
 approve certain reoccurring payments with reporting requirements to the
 Governing Board.
- F. Fire Prevention Inspection Cost Recovery- Continued Discussion After receiving an update from Fire Marshal Walling and Fire Marshal Sandholdt, the Board directed the Board Clerk and the Fire Marshals from Woodland and Davis to draft a resolution outlining the practices for billing business within the District for re-inspections should compliance not be gained upon initial inspection.

VII. Correspondence and Information

- A. Auditor's Report for FYE 2018 and FYE 2019 Informational only
- B. Trial Balance Reports for April and May 2020 Informational only

VIII. Set Date for Next Meeting

The next Board meeting will be held on Tuesday, September 29, 2020 at 4:30 PM in the Police Community Room, 1000 Lincoln Ave Woodland, CA 95695.

IX. Adjournment

The June 30, 2020 Springlake Fire Protection District Governing Board meeting was adjourned by Chair Arvin at 3:00 PM.

Jeran Ulrich, Clerk Springlake Fire Protection District Governing Board