*DRAFT – REQUIRES BOARD APPROVAL*

MINUTES OF REGULAR MEETING OF

BOARD OF DIRECTORS

OF THE

**SLEEPY HOLLOW FIRE PROTECTION DISTRICT**

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June 2, 2022

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A duly noticed Regular Meeting of the Board of Directors of the Sleepy Hollow Fire Protection District was convened at 5:00 p.m. on June 2, 2022. The Meeting was conducted via Zoom video-conference pursuant to the Governor’s Executive Order at a virtual location open to the public and designated in the Notice of Meeting.

A quorum was achieved by the presence of each of the Directors of the District, namely, Richard Shortall, Thomas Finn, and Sharon Adams. Richard Shortall, as President, presided as Chairman and called the meeting to order. Thomas Finn, as Secretary, recorded the proceedings.

Open Time for Public Expression

No member of the public requested to address the Board.

Consent Agenda

Upon motion made by Director Adams and seconded by Director Finn, the Consent Calendar Items were unanimously approved by single motion, including Resolution No. 2022-3 Regarding Teleconference and Videoconference Meetings During the Covid-19 State of Emergency for June 2, 2022 through June 30, 2022.

Financial and Operations Reports

Director Shortall provided a line item-by-line item update of the District’s current budget, including comparisons with the FY2021-2022 adopted budget (as adjusted) and the proposed FY2022-2023 budget he presented. He noted that the projected FY2022-2023 budget projects a 5%+ increase in property tax revenues and total expenses of less than $1.8 million, possibly closer to $1.6 million. Such results would lead to projected overall revenue in excess of $2 million with up to $5 million in total reserves by FYE2022-2023.

Upon motion made by Director Shortall and seconded by Director Adams, the proposed FY2022-2023 budget was unanimously approved.

Director Shortall next reported on the planned closure of Ross Valley Fire Department (RVFD) Station 18 in Ross and the possibility that a third firefighter might be assignable to RVFD Station 20 on Butterfield Road in San Anselmo in connection with the closure of Station 18.

Fire-Smart Demonstration Garden

Director Finn reported on the preparation of the Notice Inviting Bids and the anticipated process for soliciting and opening bids in connection with the District’s Fire-Smart Demonstration Garden to be installed at the Sleepy Hollow Community Center.

Upon motion made by Director Shortall and seconded by Director Adams, Resolution No. 2022-4 Approving and Authorizing Issuance and Publication of Notice Inviting Bids for the Construction of a Fire-Smart Public Demonstration Garden at the Sleepy Hollow Community Center was unanimously approved.

Fisher Fire Truck Donation

Upon motion made by Director Shortall and seconded by Director Adams, Resolution No. 2022-5 Approving and Authorizing an Agreement with William S. Fisher for the Donation and Acceptance of a 1986 Ford F-350 Wildland-Urban Fire Response Vehicle to the District was unanimously approved.

Election Consolidation, etc.

Upon motion made by Director Shortall and seconded by Director Adams, Resolution No. 2022-6 Requesting the Board of Supervisors to Consolidate with any other Election Conducted to be conducted on November 8, 2022 and Requesting Election Services by the Marin County Elections Departmentwas unanimously approved.

Danielle Gensch Appreciation

Upon motion made by Director Shortall and seconded by Director Adams, Resolution No. 2022-7 Expressing Appreciation to Danielle Sveska Gensch, Special Counsel, For Her More Than 12 Years of Service to the District was unanimously approved.

Firewise® Community Initiatives

Director Shortall reported that, as a pilot program, the District will engage Brendan Devlin to manage new grants to be issued under the District’s Hazardous Vegetation Assistance Program.

Fire Pumps Program

Director Finn reported on the efforts to replace multiple District fire pumps due to excessive wear and tear. Director Shortall recommended replacing the fleet in phases and that in addition to coordinating with the RVFD, the District should consider consulting District resident and retired firefighter John Hanley, who has expertise in such matters.

Adjournment

Since there was no further business to come before the Meeting, upon motion by Director Adams and seconded by Director Finn, the Board unanimously voted to adjourn the Meeting at 5:45 p.m.

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Thomas J. Finn, Secretary