*DRAFT – REQUIRES BOARD APPROVAL*

MINUTES OF SPECIAL MEETING OF

BOARD OF DIRECTORS

OF THE

**SLEEPY HOLLOW FIRE PROTECTION DISTRICT**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

October 6, 2022

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 A duly noticed Special Meeting of the Board of Directors of the Sleepy Hollow Fire Protection District was convened at 5:30 p.m. on October 6, 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.

Fire Code Updates and Amendments – First Reading

 Ross Valley Fire Department Senior Fire Inspector Robert Bastianon and Fire Inspector Derrick Shaw presented to the Board a Staff Report in connection with a proposed ordinance adopting the 2022 Edition of the California Fire Code, 2021 International Fire Code with certain local amendments and additions and Appendix A of the 2021 International Wildland Urban Interface Code. The Board held a first reading of the proposed ordinance by title only.

 Inspector Bastianon recommended that the Board hold a public hearing and second reading of the proposed ordinance so as to adopt the Fire Code, as amended, by reference pursuant to California Government Code Section 5002.1.

 The proposed ordinance includes 18 sections that identify the full scope of the proposed adoption including findings of fact, establishment of limits specific to the District, and repeals language for previous ordinances. If adopted, the ordinance would amend the District Fire Code consistent with the three-year amendment cycle with particular reference to, among other matters, residential back-up generators, fire roads, and residential exterior home hardening provisions.

 Upon motion made by Director Finn and seconded by Director Shortall, pursuant to Resolution No. 2022-8, an Ordinance Adopting and Modifying the California Fire Code and Appendix A of the International Wildland-Urban Interface Code with Amendments Supported by Local Findings, Prescribing Regulations Governing Conditions Hazardous to Life and Property from Fire or Explosion; Providing for the Issuance of Permits for Hazardous Uses or Operations; and Defining the Powers and Duties of the Ross Valley Fire Department Prevention Bureau and Officers was unanimously approved.

 Director Finn was requested to schedule a second reading of the ordinance for November 15, 2022 and was authorized to arrange the requisite publication of the Resolution’s passage in accordance with the Government Code so as to cause the ordinance to become effective as scheduled.

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 5:40 p.m.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Thomas J. Finn, Secretary