

MINUTES OF REGULAR MEETING OF
BOARD OF DIRECTORS
OF THE
SLEEPY HOLLOW FIRE PROTECTION DISTRICT

January 6, 2016

A Regular Meeting of the Board of Directors of the Sleepy Hollow Fire Protection District was convened at 7:00 p.m. on January 6, 2016 at 1317 Butterfield Road, San Anselmo, California. A quorum was achieved by the presence of each of the three Directors of the District, namely, Frank Berto, Thomas Finn, and Richard Shortall. Frank Berto presided as Chairman and called the meeting to order. Thomas Finn, as Secretary, recorded the proceedings.

Public Discussion

No member of the public requested to address the Board on matters not on the Agenda.

Approval of Prior Meeting Minutes

The Minutes of the Board's October 16, 2015 Regular Meeting were unanimously approved.

Financial and Operations Reports

Treasurer Shortall presented and briefly reviewed the District budget and provided a status report with respect to the annual audit, which is underway but not releasable until the Ross Valley Fire Department's (RVFD) own audit is completed.

He mentioned the potential consequences of the newly adopted reporting requirements under Government Accounting Standards Board (GASB) Standard 54, which are applicable to all public agencies with respect to their pension and other post-employment benefits obligations. Treasurer Shortall reported that the RVFD had recently received an increased assessment from CalPERS based upon new actuarial data and that the RVFD Joint Powers Authority (JPA) was in the process of considering the issues in connection with possibly paying off the existing JPA pension bond prior to issuing another bond to finance the increased assessment. Treasurer Shortall said that

he would undertake “fact-finding” regarding GASB 54 and the JPA’s financing options and report back to the Board.

Resident Garril Page stated that it was wise for the District to explore various options for protecting the District from increased future pension liabilities.

Firewise Community Initiative and Community Wildfire Protection Plan Assessment

Director Shortall reported on various topics that were discussed at the December meeting of the Board of Directors of FIRESafe Marin, including the County’s receipt of grant funds from the State Responsibility Area (SRA) Fire Fee that has been levied on District property owners in recent years. Director Shortall mentioned that the District might wish to pursue such grant monies in the future with the assistance of XMR Fire.

Todd Lando, Principal Consultant at XMR Fire, described the detailed mapping (down to 5 meters resolution) that is being performed in connection with the County Wildfire Preparation Plan (CWPP). He stated that the County’s mapping resources will be leveraged by XMR Fire in its preparation of a draft assessment in connection with the District’s *Firewise Community* initiative.

Resident Garril Page stated that the *Firewise* initiative should be conducted through public meetings. Director Shortall assured Ms. Page that appropriate meetings would be held once an assessment has been prepared and before implementation of *Firewise* initiatives would commence. Director Shortall stated that Ms. Page was perhaps confusing the District’s upcoming *Firewise* initiative with the County’s CWPP process.

Winter Preparedness Update

Director Shortall reported on the successful relocation of the sandbag station from the Sleepy Hollow Presbyterian Church to the Sleepy Hollow Community Center, thanking resident John Hanley for his leadership in the effort. Concurring with Mr. Hanley, Director Shortall expressed concern that non-residents may be improperly taking sand for non-winter preparedness purposes, and stated that the District could consider installing a fake video camera at the sandbag station as a possible deterrent.

Resident Connie Berto stated that the private fire road extending from near the San Domenico equestrian facility to the Terra Linda-Sleepy Hollow Divide Open Space had experienced several washouts over the course of the winter and requires extensive re-repair. Director Finn stated that he would contact San Domenico School to explore possible collaboration between the School and the District to address the needed repairs.

Resident Garril Page expressed concern over the planting of a large Maleleuca tree at a residence on lower Fawn Drive, which tree species she stated was fire-prone. Director Shortall stated that the *Firewise* initiative would address issues concerning vegetation generally and plant selection in residential landscaping specifically.

Grand Jury Survey Response

The Board unanimously authorized Director Finn to prepare a draft response on the District's behalf to the Marin County Civil Grand Jury's *2015-16 Web Transparency Report Card*.

Directors' Reports

Director Shortall reported on his activities at FIRESafe Marin and RVFD matters.

Director Finn reported on the activities of the RVPA Finance Subcommittee and other RVPA matters.

Director Berto stated his intent to retire from the District Board of Directors in the coming months and asked Director Finn to begin investigating the process that the District would be required to follow to fill the vacancy to be created by Director Berto's retirement.

Since there was no further business to come before the meeting, upon motion made and seconded, the Meeting was adjourned at 7:55 p.m.

Thomas J. Finn, Secretary