

**Board of Directors
SLEEPY HOLLOW FIRE PROTECTION DISTRICT
Minutes of Regular Meeting
Friday, May 7, 2019**

District Directors Attendance:

Rich Shortall	Director / President
Sharon Adams	Director / Treasurer
Thomas Finn	Director / Secretary

- 1. Call to Order:** 1504 hours by **President Rich Shortall**, presiding as Chair, at the Sleepy Hollow Homes Association Clubhouse, 1317 Butterfield Road, San Anselmo, California 94960. ***A quorum was reached.*** Eva Denegri Baker, a guest, recorded the proceedings.
- 2. Public Comment Period:** No Public comment.
- 3. Review and Approve Prior Meeting Minutes:**
 - M/S Adams / Finn to suspend voting on minutes of the **November 17, 2018 Meeting**, until the June meeting.*
 - AYES: ALL*
 - M/S Adams / Finn to approve minutes of the **January 10, 2019 Meeting and the February 22, 2019 Meeting**, as presented with no additions or corrections.*
 - AYES: ALL*
- 4. Budget Report:**
 - a.) The Board reviewed the 2018-2019 Budget handout, as **President Shortall** took them through line items. He said that property taxes are increasing every year by about four percent (4%). He added 5% to the budget and believes they will be on target to meet the expenses. The District did many projects this year under line item, "Community Preparedness," and are still under budget, which is good news. At the June meeting he said they would have a more accurate budget forecast. As of May 7, 2019, total revenue equals \$1,645,380; expenses equal \$1,552,664; and net revenue equals \$92,716. Reserve Accounts will total \$4,250,000.
- 5. RVFD & RVPA Report:**

President Shortall reported to the Board that Ross Valley is getting a new ambulance the first week of July. They had scoured the state government for grant money. The re-approval of the paramedic services tax rate is approaching in late June after the Authority updates its budget. Ross Valley Fire Department is going through exciting times right now with new projects, new hires, and a new Deputy Director, **Kevin Yaeger**. Everyone seems happy with **Chief Jason Weber (MCFD)** as their new Ross Valley chief and the services he is

providing. **President Shortall** added that he, too, is very happy with the whole direction of Ross Valley Fire Department.

6. Update on SHFPD Strategic Plan, including new workplan, grazing schedule, chipper days, evacuation drill, and public education:

President Shortall directed the Board to the handout, titled, *SHFPD Work Plan #5*, and led a review:

- Their Strategic Plan is still current;
- **Grazing project:** Three herds this year. Created second defensible space fuel break on western slope of Terra Linda Divide. Also covering San Domenico School, Triple C Ranch, Red Hill, the Water Tank, Oak Springs, Hawthorne Canyon, White Hill School, Cascade Canyon for a total of about five hundred acres. Shortall budgeted \$25,000 for the project but thinks they may only pay up to \$15,000.
- **Chipper Program:** Four events scheduled for May, June, July, and October with a budget of \$15,000.
- **Evacuation Drill for southwest quadrant:** Scheduled for Saturday, June 29, 2019 and will combine this year with Fairfax and have evacuation assembly point be at Drake High School. **Marin County Battalion Chief Christie Neill** will be the drill coordinator.
- **Safety Class as part of Evacuation Drill:** Ross Valley Fire to coordinate at Drake High School.
- **Community Education:** **President Shortall** is considering idea of offering a *Living with Fire* presentation in Sleepy Hollow. These presentations have been held throughout Marin this year.
- **Community Preparedness Coordinator.** **Director Adams** says this is a work in progress.
- **Newsletter:**
- **Grants:** **President Shortall** said that FIRESafe MARIN was recently awarded a large grant for clearing evacuation roads. He hopes that next year Sleepy Hollow will benefit.
- **Resale Inspections:** Sleepy Hollow is the only community in the Ross Valley that does not do these. Ross Valley Fire charges a fee, at sale, for resale hazard inspections, the costs of which are passed to the new owner. **President Shortall** believes these inspections would be valuable. Since hazards are part of the disclosures to the new owner, they can never say they didn't know the legal requirements. **Director Finn** said that they still need to set their fees.
- **NOAA Weather Radios:** The siren test in Sleepy Hollow, reported **President Shortall**, was a big failure as it was not heard by the homeowners. May be difficult for sound to penetrate homes with windows that are designed to keep noise out. Grand Jury had recommended that Marin acquire more sirens. For now, the siren plan is on hold. **Shortall** believes that NOAA radios could work the best; they still work even if the power is out. Also they can be programmed to screen out non-important alerts, such as high surf advisories. He is in contract with the Marin County OES Manager who says that, pending approval, they plan to enter into a contract with the Weather Service for the radios.

Proposed (DRAFT) Minutes to be presented at 06/21/2019 Regular Board Meeting.

- The Directors re-assigned portions of the Work Plan to each other as follows:
 - **Director Finn** will take on Resale Inspections;
 - **Director Finn** will liaison with **Todd Lando** regarding the Chipper Program;
 - **Director Finn** will help **Director Adams** with the Community Preparedness Coordinator initiative.

7. **Community Preparedness Coordinator Project Update.** **Director Adams** said that she will drop an advertisement into their bulletin and try flyers in mailboxes.
8. **Warning Systems Update.** *See discussion under item #6 above (NOAA Weather Radios).*
9. **FIRESafe MARIN and FIREWISE Community Update.** **President Shortall** is proud that Sleepy Hollow was one of the first approved FIREWISE sites in Marin, and is perhaps the largest. FIRESafe MARIN (FSM) has never been busier. One of the things FSM has been working on recently is a polling plan to explore a ballot initiative that would fund vegetation management projects. One fundraising project underway for FSM is a “Goat Naming” project -- \$100 to name a goat and go on a tour; and, \$50 for the tour alone. FSM is also working on a generic (not focused on a single community) magazine that will be mailed to Marin’s 50,000 households. **Shortall** is proud that the magazine being drafted is actually based on the original version that Sleepy Hollow produced last year, Living with Fire.
10. **Next meeting tentatively scheduled for June 21, 2019 at 1800 hours.** Being no further business, the Chair called for a motion to adjourn this meeting at 1550 hours.

M/S Adams / Finn to approve adjournment.

AYES: ALL

SECRETARY’S CERTIFICATE:

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director’s meeting, held on May 7, 2019.

Thomas Finn, Secretary