

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

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September 10, 2010

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A Regular Meeting of the Board of Directors of the Sleepy Hollow Fire Protection District was convened at 2:30 p.m. on September 10, 2010 at 70 Crane Drive, 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.

Open Time for Public Input

There was no request from any member of the public to address the Board regarding items not on the meeting agenda.

Approval of Minutes of Prior Meetings

The Minutes of the Board's June 9, 2010 Regular Meeting were unanimously approved.

Financial Matters

Treasurer Shortall presented an oral report on the District's financial activities and condition and stated that he would furnish the customary financial documentation to the Board as soon as practicable. The Board unanimously approved the oral financial reports presented, subject to its review of the customary documentation when received.

An extended discussion regarding possible legal restrictions on the use and investment of the District's financial reserves next ensued. Director Finn proposed that, in an effort to obtain a better rate of return on the District's surplus funds (but not operating funds) currently invested with the County of Marin, the District might explore engaging an advisory firm to present various investment options to the District.

Chairman Berto stated his desire to implement a rebate of a portion of any such surplus funds to District residents, while at all times keeping reasonable amounts of operating funds (e.g., 6 months of District expenses) on hand.

Director Shortall advocated investing surplus funds in reference to the objectives stated in the District's Strategic Plan (e.g., infrastructure) and entertaining a rebate only after the District's long-term needs (e.g., hydrants, water supply) and perhaps some short-term needs (e.g., fence at Station 20) have been assessed and addressed.

Chairman Berto stated that he would re-read the Strategic Plan but noted that some of the proposed infrastructure projects (e.g., hydrant improvements) were subject to certain standards being established through, for example, a Fire Code which the District is currently considering but has not yet adopted. Chairman Berto stated that, in the meantime, he concurred that legal and financial advice should be obtained with respect to the matters raised.

#### Ross Valley Fire Department (RVFD) and Related Matters

Director Finn summarized the status of the fire break project implemented by the Marin County Fire Department's (MCFD) Tamalpais Fire Crew and the RVFD on Triple C Ranch. Director Finn proposed that the District consider providing a financial contribution to defray a portion of the cost of the project as the project directly benefits the District and is part of a larger, County-wide effort to create strategic fire breaks in selected locations. Director Finn noted that the property owner has committed to contribute a substantial amount to the project and that the District could match or exceed that amount. Director Shortall concurred.

Following an extensive discussion of the project's benefits to the District and its residents, the Board unanimously approved a contribution in an amount to be determined after consultation with the MCFD and RVFD.

#### Ross Valley Paramedic Authority (RVPA) Matters

Director Finn reported that he received confirmation from the Registrar of Voters that the ballot materials in support of the RVPA tax levy for FY 10/11 have been submitted and the measure will appear for approval on the November 2010 general election ballot.

#### Fire Pumps Program

Director Finn reported on the status of the District's Fire Pumps Program, including prospective training/demonstration dates to be confirmed with the RVFD.

#### Next Meeting

It was tentatively agreed that the next Regular Meeting of the Board shall be held on November 18, 2010.

Since there was no further business to come before the meeting, upon motion made and seconded, the meeting was adjourned at 3:45 p.m.

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Thomas J. Finn, Secretary