*DRAFT – REQUIRES BOARD APPROVAL*

MINUTES OF REGULAR MEETING OF

BOARD OF DIRECTORS

OF THE

**SLEEPY HOLLOW FIRE PROTECTION DISTRICT**

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February 21, 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 February 21, 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 Finn and seconded by Director Adams, the Consent Calendar Items were unanimously approved by single motion.

Financial and Operations Reports

 Director Shortall reported that the draft version of the District’s annual audit has been received and that the result is a “clean” audit. A standard Management Letter will be executed and is forthcoming.

Hazardous Vegetation Removal Grant Program

 Director Shortall reported that Hazardous Vegetation Removal grants were awarded to individual 57 District residents during Year 1 of the Program. He proposed that the Program be expanded to include “home hardening” measures to encourage more District residents to make their homes more fire resistant by addressing issues such as vent screening, gutter screening, and “Zone Zero” mitigation measures.

 Upon motion made by Director Finn and seconded by Director Adams, the expansion of the Program to include “home hardening” measures was unanimously approved.

Community Center Facilities Lease

 Director Finn reported that Director Shortall informed him that the Community Center renovation is nearly complete and that the facilities that are the subject of a prospective Lease between the District and the property owner are ready for move-in and that the property owner has received a required Certificate of Occupancy and is capable of delivering of possession of the premises to the District as specified in the Lease.

 Resident Bruce Baum representing “Money 2 Burn” objected to any execution of the Lease, stating that its terms would require a total rent expenditure by the District of $1.48 million over the proposed term of the Lease and that the data and Findings upon which the District is basing its Lease cost estimate are old and incomplete. He stated that an October 2018 letter sent to the District by Timothy Jorstad CPA at the behest of Money 2 Burn demonstrated that the District’s financial reserves were inadequate should the District be struck by a fire disaster and therefore the District should reduce the square footage leased to an office only. He also stated that the District should obtain an outside opinion regarding the financial aspects of the Lease.

*Firewise*™ Initiatives

 Director Shortall reported that goats and sheep for annual grazing to reduce the fuel load within the District would arrive in late April; that there will be a Chipper Days sponsored by the Marin Wildfire Prevention Authority (MWPA) in the District in 2022 plus 2 additional District-sponsored Chipper Days; that District Evacuation Maps were printed and would be distributed along with plans for an annual Evacuation Drill; that satellite telephones have been distributed to most Block Captains; that NOAAA weather radios have been distributed to interested residents; and that FireSafe Marin “Wildfire Watch” programs are now available for online viewing.

 Director Adams noted that, due to Covid pandemic restrictions, in-person meetings of the Block Captains have been postponed until further notice.

 Fire Pumps Program

 Director Finn reported on the efforts to replace multiple District fire pumps due to excessive wear and tear.

Other

 Director Finn read into the record an e-mail received during the meeting from resident Garril Page.

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.

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 Thomas J. Finn, Secretary

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