

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

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November 20, 2025

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A duly noticed Special Meeting of the Board of Directors of the Sleepy Hollow Fire Protection District was convened at 10:00 a.m. on November 20, 2025. The Meeting was conducted both in-person and via Zoom video conference.

A quorum was achieved by the presence of each of the current Directors of the District, namely, Richard Shortall and Thomas Finn, with one vacancy created by former Director Adams' resignation. Richard Shortall, as President, presided as Chairman and called the meeting to order. Thomas Finn, as Secretary, recorded the proceedings.

Also in attendance was Ross Valley Fire Department Senior Fire Inspector Robert Bastianon.

Open Time for Public Expression

No member of the public requested to address the Board.

Second Reading and Adoption of Proposed Updated Fire Code and WUI Code Ordinances

Upon motion by Director Shortall and seconded by Director Finn, the Board unanimously approved Resolution No. 2025-4 amending the Sleepy Hollow Protection District Fire Code and adopting the 2025 Edition of the California Fire Code and Portions of the 2024 International Fire Code with Certain Local Amendments and Additions.

Upon motion by Director Shortall and seconded by Director Finn, the Board unanimously approved Resolution No. 2025-5 amending the Sleepy Hollow Protection District Wildland-Urban Interface Code and adopting the 2025 Edition of the California Wildland-Urban Interface Code and 2024 International Wildland-Urban Interface Code with Certain Local Amendments and Additions.

Adjournment

Since there was no further business to come before the Meeting, upon motion by Director Shortall and seconded by Director Finn, the Board unanimously voted to adjourn the Meeting at 10:05 a.m.

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Thomas J. Finn, Secretary

