**SLEEPY HOLLOW FIRE PROTECTION DISTRICT**

**NOTICE OF REGULAR MEETING**

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**Date:** February 21, 2022

**Time**: 5:00 pm

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ATTENTION: Consistent with the provisions of Government Code Section 54953 (as amended by AB 361), this will be a virtual meeting of the Board of Directors of the Sleepy Hollow Fire Protection District (SHFPD). The Meeting will be held via teleconference/videoconference only during the current State of Emergency. There will not be a public location for participating in this Meeting, but any interested member of the public can participate via Zoom by utilizing the link listed below or telephonically by utilizing the dial-in information listed on this Notice & Agenda. If any member of the public has a request for a reasonable modification or accommodation for accessing this Meeting due to a disability, then she/he/they should contact SHFPD Secretary Thomas Finn at [tfinn@well.com](mailto:tfinn@well.com).

Please click the link below to join the Meeting:

<https://firesafemarin.zoom.us/j/88330777149?pwd=dFNxQmZveU5wT0lVR3cxSUxQM05Odz09>

Meeting ID: 883 3077 7149

Passcode: 551648

One tap mobile

+16699009128,,88330777149#,,,,\*551648# US (San Jose)

+13462487799,,88330777149#,,,,\*551648# US (Houston)

Dial by your location

        +1 669 900 9128 US (San Jose)

        +1 346 248 7799 US (Houston)

        +1 253 215 8782 US (Tacoma)

        +1 301 715 8592 US (Washington DC)

        +1 312 626 6799 US (Chicago)

        +1 646 558 8656 US (New York)

Meeting ID: 883 3077 7149

Passcode: 551648

Find your local number: <https://firesafemarin.zoom.us/u/k37OcWxun>

*For those joining by telephone use: \*9 to “raise your hand” and \*6 to mute/unmute*

Complete Agenda packets are available for public inspection at 1040 Butterfield Road, San Anselmo by appointment during normal business hours and at the District's website at <https://shfpd.specialdistrict.org>. Written materials distributed to the Board within 72 hours of the Meeting are available for public inspection immediately upon distribution at 1040 Butterfield Road by appointment during normal business hours. They will also be available for inspection during the Meeting at the Secretary’s table. If any member of the public wishes to inspect the Meeting packet and/or written materials distributed to the Board within 72 hours of the Meeting, then please contact SHFPD Secretary Thomas Finn at [tfinn@well.com](mailto:tfinn@well.com).

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**AGENDA**

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**1.** **Call to Order/Roll Call.** *The Meeting will be open to the public except with respect to those matters which the Board determines may fall under certain exception(s) under the Ralph M. Brown Act [California Government Code §§54950 et seq.]. The Meeting is wheelchair accessible. If accommodation for other disabilities is required, call (415) 256-8300.*

**2. Public Comment Period**. *This portion of the Meeting is reserved for persons desiring to address the Board on any matter not listed on this Agenda. All statements that require a response will be referred for reply in writing or will be placed on the Board’s agenda for consideration at a later meeting. Speakers are limited to three (3) minutes each unless authorized by the Chair and comments should be respectful to the community. Board members and staff are not able to engage in dialogue, answer questions or act on any of the items brought forward. At the Board’s discretion, matters brought forth may be placed on a future agenda.* ***Please silence your cell phones during the meeting and mute your microphone when not reporting out.***

**CONSENT CALENDAR ITEMS**

**3. Adopt Resolution to Allow for Virtual Board Meetings in Compliance with AB361.** Please see the Resolution and Staff Report at https://shfpd.specialdistrict.org

**4. Approve Prior Meeting Minutes:** June 15, 2021 Regular Meeting

Please see the Minutes at https://shfpd.specialdistrict.org

**5.** **Demonstration Garden Installation Request for Proposals (RFP):** Direct Secretary to issue a RFP and contract documents including Notice to Contractors; Proposals, Special Provisions; and Sample Contract pursuant to Resolution No. 2021-1 dated March 5, 2021 approving and authorizing the design and installation of a District “FireSmart” public demonstration garden at the Sleepy Hollow Community Center,.

**ACTION OR POSSIBLE ACTION ITEMS**

**6.** **Financial and Operations Reports**, including update re: FY2021-22 District budget.

**7. Resolution to Authorize Expansion of District Hazardous Vegetation Removal Grant Program to include “home hardening” measures** to encourage more District residents to make their homes more fire resistant.

**8. Approval of Execution and Commencement of Facilities Lease** pursuant to Resolution 2018-3 dated November 17, 2018 entitled “Resolution Approving Findings of Fact of Board of Directors and Authorizing a Lease Agreement with the Sleepy Hollow Charitable Foundation with the Consent of the Sleepy Hollow Homes Association”authorizing District President, in consultation with District’s Special Counsel, to execute the Lease and any other documents reasonably necessary to effectuate the provisions of the Lease.

Please see the Resolution and Lease at <https://shfpd.specialdistrict.org>.

**9. Oral reports and updates on *Firewise*® *Community* initiatives,** including project work plans re: vegetation management via goat/sheep grazing, chipper days, etc., evacuation drill planning, Community Preparedness Coordinator project, NOAA weather radios, satellite telephones, Block Captains program, public warning systems, public education, and ongoing safety collaboration with community organizations, private landowners, Marin County Open Space District, and Marin Wildfire Prevention Authority (MWPA).

**10.** **Oral updates** on (i) District fire pumps program, (ii) summer preparedness initiatives, (iii) latest Chipper Day results, and (iv) District website revision and upgrades.

**11. Oral reports and discussion** of (i) RVFD matters; (ii) RVPA matters; (iii) FIRESafe Marin matters; and (iv) MWPA matters

**12.**  **Board requests** for future agenda items, questions and comments to staff, and Directors’ announcements, if any

**13.** **Adjournment** to next Regular Meeting: May 19, 2022 (anticipated)

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Affidavit of Posting

I hereby certify that I posted the above Notice of Regular Meeting of Board of Directors of the Sleepy Hollow Fire Protection District in a conspicuous place freely accessible to the public at the following location(s) on February 15, 2022:

Sleepy Hollow Community Center          “Sleepy Hollow” Entrance Sign Intersection of The Alameda

1317 Butterfield Road                      opposite 644 Butterfield Road and Oak Crest Road

San Anselmo           San Anselmo adjacent to 230 The Alameda

San Anselmo

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Thomas J. Finn, Secretary