

**SLEEPY HOLLOW FIRE PROTECTION DISTRICT
NOTICE OF SPECIAL MEETING**

Date: October 29, 2025

Time: 12:00 pm

Physical Meeting Location

Sleepy Hollow Community Center
1317 Butterfield Road
San Anselmo, California

Virtual Meeting Location

<https://firesafemarin.zoom.us/j/85866299388?pwd=WNTOVQdg9WGnxwfeScbCENE8agzXAc.>

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Meeting ID: 858 6629 9388

Passcode: 159205

One tap mobile

+16694449171,,85866299388#,,,,*159205# US

+16699009128,,85866299388#,,,,*159205# US (San Jose)

When joining by telephone, press *9 to raise your hand / *6 to mute or unmute yourself.

Remote Access to Meeting Information: The SHFPD Board of Directors offers remote access to meetings via Zoom or through other internet or electronic access. Participation in the meeting via Zoom or other electronic access is provided as a courtesy to the public where no members of the Board are attending the meeting via teleconference as defined in California Government Code Section 54953. When no members of the Board are attending the meeting via teleconference, if a technical error or outage occurs on the Zoom or electronic feed, then the Board may continue the meeting without waiting for Zoom or electronic access to be restored.

AGENDA

- 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 Sections 54950 *et seq.*].

- 2. Open Time for Public Expression.** This portion of the Meeting is reserved for persons desiring to address the Board on any matter not listed on this Agenda that are within the jurisdiction of the Board. Please be advised that pursuant to California Government Code Section 54954.2, the Board is not permitted to discuss or take action on any matter not on the Agenda. Comments may be no longer than three (3) minutes unless authorized by the Chair and should be respectful to the community. Please silence your cell phones during the meeting and mute your microphone when not reporting out. Board members and staff are not able to engage

in dialogue, answer questions, or act on any of the items brought forward during Open Time for Public Expression. At the Board's discretion, matters brought forth may be placed on the Board's agenda for consideration at a future meeting.

ACTION OR POSSIBLE ACTION ITEMS

3. **Appointment of applicant Jennifer Gauna to fill vacancy on the District Board of Directors created by the resignation of Sharon Adams. The appointee's Board seat will go to election in July 2026 for the unexpired portion of former Director Adams' term ending in December 2028.**

4. **Introduce, Waive First Reading, and Read by Title Only Ordinance No. 2025-4 to Amend the Sleepy Hollow Protection District Fire Code and Adopt the 2025 Edition of the California Fire Code and Portions of the 2024 International Fire Code with Certain Local Amendments and Additions.** Please see Ordinance No. 2025-4 at <https://www.shfpd.org>.

5. **Introduce, Waive First Reading, and Read by Title Only Ordinance No. 2025-5 to Amend the Sleepy Hollow Fire Protection District Wildland-Urban Interface Code and Adopt the 2025 Edition of the California Wildland-Urban Interface Code and 2024 International Wildland-Urban Interface Code with Certain Local Amendments and Additions.** Please see Ordinance No. 2025-6 at <https://www.shfpd.org>.

6. **Resolution Appointing Representatives to Represent and Vote on Behalf of the District at Ross Valley Fire Department Joint Powers Authority (JPA) Board of Directors Meetings and JPA Board Committee Meetings** Please see draft Resolution 2025-6 at <https://www.shfpd.org>.

7. **Adjournment** to next Regular Meeting: November 20, 2025 (anticipated)

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This Agenda was posted in accordance with Sections 54954.2 and 54954.3 of the California Government Code. Any writings or documents provided to a majority of the Board regarding any item on this agenda after the distribution of the original packet will be made available for public inspection at the District's offices at 1317 Butterfield Road, San Anselmo, California 94960, and online at www.shfpd.org.

Notice is hereby given that the Board may discuss and/or take action on any or all of the items listed on this Agenda. If any of these matters above are challenged in Court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this Agenda, or in written correspondence delivered to the District at, or prior to, this Board meeting. Judicial review of an administrative decision of the Board must be filed with the Court not later than the 90th day following the date of the Board meeting decision (California Code of Civil Procedure Section 1094.6).

In compliance with the *Americans with Disabilities Act*, if you require special assistance to participate in this Meeting, then please contact Director/Secretary Thomas J. Finn at (415) 256-8300 or tfinn@well.com **not less than 72 hours in advance of the meeting**. Notification at least 72 hours prior to the Meeting will enable the District to make reasonable accommodation to help insure accessibility to this meeting. American Sign Language interpreters and assistive listening devices may be requested. Copies of documents are available in accessible formats upon request.

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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 October 26, 2025:

Sleepy Hollow Community Center
1317 Butterfield Road
San Anselmo

“Sleepy Hollow” Entrance Sign
opposite 644 Butterfield Road
San Anselmo

Intersection of The Alameda
and Oak Crest Road
adjacent to 230 The Alameda
San Anselmo

Thomas J. Finn
Director/Secretary