

SLEEPY HOLLOW FIRE PROTECTION DISTRICT

**NOTICE OF COMMUNITY MEETING
AND
SOLICITATION OF PUBLIC COMMENT**

COMMUNITY MEETING

Date: Saturday, August 9, 2014

Time: 10:00 a.m. to 12:00 p.m.

Place: Sleepy Hollow Homes Association Clubhouse
1317 Butterfield Road, San Anselmo

PUBLIC COMMENT PERIOD

July 5 to August 5, 2014

The Directors of the Sleepy Hollow Fire Protection District (SHFPD) are evaluating a request by the Sleepy Hollow Homes Association (SHHA) to participate in the Sleepy Hollow Community Center Rebuild Project (the Project). We are considering this Project because, consistent with our Strategic Plan available at www.shfpd.org, the new facility has been designed to serve as an emergency disaster center, a training and organizing center for community preparedness programs, and would include much needed office space for the SHFPD. Emergency-specific features of the facility would include emergency power and fuel for at least 96 hours, emergency drinking water sufficient for at least 96 hours, multiple backup communications systems, Red Cross-compliant sleeping accommodations for at least 65 people, equipment storage for neighborhood emergency response teams, and battery and cell phone chargers. Floor plans illustrating these emergency functions are available on our website along with information on compliance with Red Cross shelter and evacuation center standards.

In March we sent a Notice to each household in the District inviting residents to provide their input regarding the Project at a Community Meeting that was held on April 6, 2014. More than 100 people attended the Meeting, which included a PowerPoint presentation on the history and operation of the District, a description of the Project, and the pros and cons of alternative and/or complementary projects. The PowerPoint presentation is also available on our website. Twenty-two residents provided oral comments at the Meeting, with 73% in support, 13% opposed, and the remainder posing questions or suggesting additional projects. We encouraged additional comments for thirty days following the Meeting, during which residents submitted an additional 55 comments, 53% of which were in support of the Project, 17% opposed and, again, the remainder posed questions or suggested additional projects.

On June 27, 2014, we held a follow-up Regular Meeting at the Clubhouse. At that Meeting, we summarized all of the recommendations relating to the Project that we had received and provided our preliminary analysis of each of these recommendations. Many of the recommendations were consistent with our Strategic Plan and will be implemented irrespective of whether we participate in the Project. Examples include development of Community Emergency Response Teams, publishing a new Disaster Preparedness Manual, improved vegetation management, and installation of more hydrants. Some recommendations cannot be implemented because they are prohibitively expensive or involve ongoing

expenditures which would far exceed our reserves. Examples include staffing and stationing an ambulance at Station 20 on Butterfield Road and placing all utilities underground. All recommendations received are listed on our website followed by our analysis.

The Project is projected by the SHHA to cost \$2.5 million. If the SHFPD decides to participate in the Project, an arms-length, legally binding agreement will be entered into with the SHHA. The agreement would provide the SHFPD with rights to on-site office and emergency supply storage space for 60 years, require the SHHA to fully maintain the facility (including the infrastructure for emergency power and drinking water), and require SHHA to support community preparedness programs including providing training and meeting space when needed by SHFPD. Based on an analysis of comparable sites by local real estate professionals, the past experience of the SHFPD in renting meeting space, and equipment costs for public safety agencies, we estimate that the value of creating a centralized, fully equipped turnkey community emergency and community preparedness center to exceed \$ 2 million. Therefore, if approved, the SHFPD would be prepared to commit up to 55% of its current reserves, or \$2 million, toward the Project. The funding may be provided through a lease-type agreement or a phased disbursement based on meeting predetermined Project milestones. The SHFPD will not enter into any agreement with respect to the Project unless it is based on sound business principles, represents a good return on investment for District residents, and includes a solid facilities operating plan by the SHHA. Please refer to our website for more details of the estimated financial value of this transaction.

Preliminary planning for this Project included a meeting attended by SHFPD Directors, representatives of the SHHA and the Sleepy Hollow Charitable Foundation, the Ross Valley Fire Department, the Marin County Fire Department, the Marin County Office of Emergency Management, the Marin County Sheriff's Office, the American Red Cross, the Marin County RACES communications group, and the Project architects. The public safety officials present provided valuable input into the Project's design and function and unanimously supported the Project. Our new Ross Valley Fire Chief, Mark Mills, although not present at the meeting, has been fully briefed on the Project and has submitted a letter of support that is available on our website.

At the Meeting on June 27, 2014, the Directors authorized this update to be sent to District residents. In light of the additional information provided in this Notice and the supporting information posted on our website, it was also decided to re-open the period of public comment for another 30 days. We will accept comment by e-mail, letter, or telephone at the addresses listed below. The closing date for comment will be Tuesday, August 5, 2014. We will then hold another Community Meeting on Saturday, August 9 at 10 a.m. at the Clubhouse to consider a resolution in support of creating an emergency disaster center as part of the Project.

SHFPD website: www.shfpd.org

Questions and comments:

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