

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

January 28, 2015

A duly noticed Special Meeting of the Board of Directors of the Sleepy Hollow Fire Protection District was convened at 5:00 p.m. on January 28, 2015 at 1317 Butterfield Road, San Anselmo, California. A quorum was achieved by the presence of each of the three Directors of the District, namely, Frank Berto, Thomas Finn, and Richard Shortall. Frank Berto, as President, presided as Chairman and called the meeting to order. Thomas Finn, as Secretary, recorded the proceedings.

Public Discussion

Two members of the public requested to address the Board regarding items not on the meeting agenda.

Resident Garril Page stated that a September 2014 fire on a neighbor's property had spread to her property and that the emergency services response was impressive. She also stated that she had observed the recently completed fire hydrant installations work along lower Fawn Drive, including some of the underground components used. She stated that she hoped District's financial reserves would be spent exclusively on services and not in connection with the any rights that the District may acquire to locate in and to use the proposed Sleepy Hollow Community Center.

Resident Bruce Baum requested that a "No Burn" sign be displayed at Ross Valley Fire Dept. (RVFD) Station 20 when "no burn" days are declared by the Bay Area Air Quality Management District. He stated that many District residents are maintaining fireplace fires in violation of the recent "no burn" declarations.

Mr. Baum also stated that Station 20 was probably physically decaying due to its age and location and lacks separate male and female bathroom facilities. He requested that the Board agendize a discussion to investigate having the District purchase an equity stake in Station 20 and commission studies to explore repairing the Station.

Director Shortall noted that Station 20 is owned not by the District or by the RVFD Joint Powers Authority (JPA), but by Town of San Anselmo. He suggested that

Mr. Baum speak to the Town or to the JPA regarding his concerns. Chairman Berto concurred.

District Willingness to Provide Matching Funds re: Cal Fire SRAFPF Grant Application

Chairman Berto introduced Todd Lando, Coordinator of FIRESafe Marin, and RVFD Battalion Chief Dave Stasiowski, both of whom the Board invited to address the meeting regarding the District's application for a Cal Fire grant to fund local vegetation management projects. Mr. Lando reviewed for the meeting the background of the State Responsibility Area (SRA) annual fire protection fee imposed on each parcel of land within the District (SRA Fee). He noted that the District's boundaries lie entirely within the SRA and the District is the largest all-SRA fire district in Marin County.

He stated that funds are being released for the first time from SRA Fees collected since the Fee's imposition three years ago, including SRA Fire Prevention Funds (SRAFPF). SRAFPF grants for fire prevention projects will receive priority.

Mr. Lando stated that he prepared and has submitted to Cal Fire a SRAFPF grant application for the District. He said that the application seeks a two-year grant to fund a phased series of projects within the District and the Ross Valley to include (1) vegetation hazard inspections to be performed by the RVFD and other fire departments, (2) perimeter fuel reduction activities to be performed by residents and contracted parties, (3) additional chipper days utilizing the new RVFD-owned chipper and chipper truck, and (4) an educational component designed to raise public awareness, including multimedia materials, printed brochures and door hangers, and how-to information. Mr. Lando stated that the District's application seeks funding in the total amount of \$254,000 to be disbursed over a two-year period. Mr. Lando noted that, if approved, the amount of the grant would approximately equal three years' worth of SRA Fees collected from District residents.

Mr. Lando explained that the likelihood of the District being awarded a grant might be increased if the District were to affirm that it is willing to provide matching funds up to 50% of the grant sought, or \$126,900, over the two-year period. Mr. Lando stated that the Marin County Fire Dept. (MCFD) has expressed its willingness to contribute matching funds of up to \$81,000 per year, leaving the remaining amount of approximately \$60,000 to be cash-matched by the District. The SRAFPF grant would provide the balance of the funding.

Mr. Lando stated that the grant application proposes designating the RVFD as the agency responsible for managing the implementation of the grant, if awarded. He stated that the RVFD's lengthy experience in successfully managing similar community grants makes it the ideal local agency to do so.

Mr. Lando stated that SRAFPF grant applications were due this week, and he recommended that the Board this evening officially express its willingness to provide matching funds, if required, so that he could represent the same to Cal Fire in

connection with the District's grant application. He stated that the grant applications are to be competitively judged and that the District would be notified if its application has succeed in progressing through the initial SRAFPF screening phase. He added that successful grantees will be required to execute grant contracts as part of the award process.

Director Shortall stated his support for Mr. Lando's recommendation and described how undertaking such projects, particularly with grant support, will assist the District in achieving its objective of becoming the first certified "Firewise Community" in Marin County. (Sponsored by the National Fire Protection Association, the Firewise Communities Program encourages local solutions for safety by involving homeowners in taking individual responsibility for preparing their homes from the risk of wildfire. Firewise is a key component of Fire Adapted Communities, a collaborative approach that connects all those who play a role in wildfire education, planning, and action with comprehensive resources to help reduce risk.) Mr. Lando also mentioned that if the District were to obtain Firewise certification, some homeowners' insurance premiums might be reduced by up to 20% depending on the insurance carrier.

Resident Bruce Baum asked if the District's grant application were to successfully pass the initial screening, would the District be eligible to be considered in "Phase Two", i.e., the awards phase. Mr. Lando responded in the affirmative.

Resident Garril Page asked if the MCFD's Tam Fire Crew would be among the contracting parties available to perform the vegetation management services should the grant be awarded and, if so, would the Tam Fire Crew's involvement preclude the District from utilizing the services of Youth2Work (Y2W), the Sleepy Hollow-based nonprofit youth organization that has in the past performed similar services within and for the District. Mr. Lando responded that Y2W would be a candidate to perform such services, particularly the chipper days activities, and that other organizations such as the Marin Conservation Corps could also be candidates.

Ms. Page asked to whom the chipper that would be utilized belongs. Director Shortall stated that the District previously engaged a private entity, Small World Tree Company, to provide the chipping services, but that the RVFD had recently acquired a chipper and a chipper truck with grant funds and JPA member agency contributions. He stated that the equipment is owned by the RVFD but, as a condition of receiving the grant funding, the equipment must be made available to other fire agencies within Marin County on an occasional basis. He stated that the RVFD equipment would be the most likely to be utilized by the District as the District is a JPA member agency. Ms. Page stated that she wished to "heartily congratulate" the District on its efforts to improve safety within the District.

Battalion Chief Stasiowski stated that RVFD Battalion Chief Dan Mahoney would be the manager for the grant should it be awarded and that RVFD Chief Mark Mills supports the grant application and the District's efforts.

Resident Baum stated that he owns property in Inverness near the site of the Mount Vision Fire (which burned for 4 days in October 1995; 12,000 acres were burned and 45 homes were destroyed) and that similar vegetation management projects undertaken in the area since the Mount Vision Fire have been successful.

Director Finn then proposed that the Board follow Mr. Lando's recommendation and officially express the District's willingness to provide such matching funds, if required, in connection with the District's SRAFPF grant application. Director Shortall seconded the motion and the motion was unanimously approved. A copy of the approved motion is attached hereto.

Since there was no further business to come before the meeting, upon motion made and seconded, the Meeting was adjourned at 5:35 p.m.

Thomas J. Finn, Secretary

SLEEPY HOLLOW FIRE PROTECTION DISTRICT

RESOLUTION NO. 2015-1

**APPROVING A RESOLUTION EXPRESSING THE DISTRICT'S WILLINGNESS TO
PROVIDE MATCHING FUNDS IN CONNECTION WITH THE
CAL-FIRE 2014-2015 FIRE PREVENTION FUND GRANT PROGRAM**

RESOLVED, by the Board of Directors of the Sleepy Hollow Fire Protection District that:

WHEREAS, the District has prepared an application for funding from the California State Responsibility Area Fire Prevention Fund (SRAFPF) grant program to support fire prevention projects related to fuel (vegetation) hazard reduction within the District (the Grant Application);

WHEREAS, the Board has held a noticed public hearing on the Grant Application on January 28, 2015 during which time testimony was invited from members of the public, the Ross Valley Fire Department (RVFD), and FIRESafe Marin; and

WHEREAS, both the RVFD and FIRESafe Marin have recommended that the Grant Application include an expression of the District's willingness to provide matching funds if required as a condition of an SRAFPF grant being awarded to the District.

NOW, THEREFORE, BE IT RESOLVED that:

1. The District is ready, willing, and able to provide matching funds if required as a condition of receiving an SRAFPF grant; and
2. The District's submitted Grant Application shall include a copy of this Resolution and/or other affirmation of the District's willingness to provide matching funds if so required; and
3. The District Secretary is authorized and directed to do or perform, or to cause to be done or performed, all acts and things that may be necessary or appropriate to carry out the intent and accomplish the purpose of the foregoing resolutions.

* * * * *

I, the undersigned, hereby certify that the foregoing is a full, true, and correct copy of the foregoing Resolution duly introduced and adopted by the Board of Directors of the Sleepy Hollow Fire Protection District at a Special Meeting on January 28, 2015 by the following vote:

AYES: Directors FRANK BERTO, THOMAS FINN, and RICHARD SHORTALL

NOES: None

ABSENT: None

Thomas J. Finn, Secretary