

Sonoma Valley Fire District

Board of Directors Meeting

September 8, 2026





Sonoma Valley Fire District

Board of Directors Meeting

September 8, 2026

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**MEETING AGENDA
SONOMA VALLEY FIRE DISTRICT
BOARD OF DIRECTORS**

Tuesday, September 8, 2026 at 6:00 P.M.
Location: Sonoma Valley Fire District Station 1
630 2nd Street W., Sonoma, CA 95476

This meeting is being conducted in person with videoconference capabilities in accordance with the Ralph M. Brown Act, California Government Code Section 54950, et seq. Agenda, Zoom link, and board packet materials are available at the following website:
<http://sonomavalleyfire.org>

To join by phone: 1-669-900-9128

Meeting ID: 914 153 1767

Meeting Passcode: 3300

1. Call to Order

2. Roll Call and Determination of a Quorum

Board of Directors: President William Norton, Vice President John (Matt) Atkinson, Treasurer Mark Johnson, Brian Brady, John Cooper, Mark Emery, and Robert Uboldi

3. Pledge of Allegiance

4. Confirmation of Agenda

Opportunity for the Board to reorder agenda items.

5. Comments from the Public

(At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to three minutes or less. Under State Law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for consideration by the Board of Directors.)

6. Presentations

7. Consent Calendar

- a) Approval of minutes from the special and regular meetings held on, August 11, 2026.
Action Item

8. Fire Chief's Monthly Report

August 2026 Chief's Report
Link to SVFD Monthly Reports. <https://www.sonomavalleyfire.org/svfd-monthly-report>

9. Old Business

10. New Business

Public Hearing

The Board will conduct a public hearing to consider adoption of Resolution 2026/2027-04, to adopt the Fiscal Year 2026/2027 final budget.

The Board shall open the item for public comment and take action upon close of the public comments.

- a) Resolution 2026/2027-04 approving the district's final budget for fiscal year 2026/2027
- b) Resolution 2026/2027-05 establishing the district's Conflict of Interest Code in accordance with Gov. Code section 81000 et seq.
- c) Resolution 2026/2027-06 identifying the district's terms and conditions for out of county assignments on emergency incidents.
- d) Staff recommendation for RFQ release regarding the new Arnold Drive fire station.
- e) LAFCO Special District Class 1 Election Ballot, due October 5, 2026.

11. Other Business to Come before the Board

12. Comments from the Floor

13. Comments/Reports from the Board

14. Closed Session

15. Adjournment

This meeting will be adjourned to a regular Board meeting on Tuesday, October 13, 2026 at 6:00 p.m. in the Training Room of Sonoma Valley Fire District, Station 1, located at 630 2nd Street West, Sonoma, CA.

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available at the following website at <http://sonomavalleyfire.org>.



Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 September 8, 2026

Agenda Item No.	Staff Contact
7a	Maci Bettencourt, Clerk of the Board
Agenda Item Title	
Approval of the special and regular meeting minutes held on August 11, 2026	
Recommended Actions	
Approve the minutes.	
Executive Summary	
The minutes have been prepared for Board review and approval.	
Alternative Actions	
Correct or amend minutes prior to approval.	
Strategic Plan Alignment	
Fiscal Summary – FY 26/27	
Expenditures	Funding Source(s)
Budgeted Amount	\$ District General Fund
Add. Appropriations Regd.	\$ Fees/Other
	\$ Use of Fund Balance
	\$ Contingencies
	\$ Grants
Total Expenditure	Total Sources
\$	\$
Narrative Explanation of Fiscal Impacts (if required)	
Not Required	
Attachments	
1. Minutes for August 11, 2026 special meeting 2. Minutes for August 11, 2026 regular meeting	

SONOMA VALLEY FIRE DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING MINUTES Tuesday, August 11, 2026

Meeting was held in person at Station 1, 630 2nd Street W, Sonoma, Ca. 95476

1. Call to Order

President Norton called meeting to order at 5:03 p.m.

2. Roll Call

Board of Directors present: President William Norton, Vice President John (Matt) Atkinson, Treasurer Mark Johnson, Director Brian Brady, Director John Cooper, Director Mark Emery, and Director Robert Uboldi.

3. Closed Session

Closed session was called to order at 5:04 p.m.
Recess at 5:57pm to open to regular session to the public
Closed session was called back to order at 6:11pm

- a) Anticipated litigation conference with legal counsel (one case) - Govt Code section 54956.9(d)(4).
- b) 54957.69(a).; Labor negotiations: There was no reportable action from this closed session item.

Closed session was adjourned at 7:19pm

4. Adjournment

This meeting was adjourned to a regular Board meeting on Tuesday, August 11, 2026 at 7:25 p.m. in the Training Room of Sonoma Valley Fire District, Station 1, located at 630 2nd Street West, Sonoma, CA.

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available at the following website: <http://sonomavalleyfire.org> under the Governance tab.

Respectfully submitted,

Jennifer Jason
Acting Clerk of the Board

SONOMA VALLEY FIRE DISTRICT

BOARD OF DIRECTORS REGULAR MEETING MINUTES Tuesday, August 11, 2026

**Meeting was held in person at Station 1, 630 2nd Street W, Sonoma, Ca. 95476
and via video conference for general public access.
Join by phone: 1-669-900-9128 | Meeting ID: 914 153 1767 | Meeting Passcode: 3300**

1. Call to Order

President Norton called meeting to order at 6:04 p.m. after recess of Special Meeting closed session.

2. Roll Call and Determination of a Quorum

Board of Directors present: President William Norton, Vice President John (Matt) Atkinson, Treasurer Mark Johnson, Director Brian Brady, Director John Cooper, Director Mark Emery, and Director Robert Uboldi.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Director Johnson and recited by all.

4. Confirmation of Agenda

President Norton called a recess of the public meeting to resume Special Meeting closed session at 6:10pm.

5. Closed Session

None

6. Comments from the Public

Public and staff present/virtual: Fire Marshal Smith, DC Norrbom, CFO Jason, BC Cyr, BC Campbell, Capt. Lewis, Local 3593 President Derner and VP Molesworth, Cap. McCracken, Dr. Smith, FF Rebentisch, FF Bartolini, Eng. Sweet, FF Arteaga, Capt. Montgomery, Michael Miller, Capt. Banuelos, Eng Ortiz, and MVFF Board Member, Lee Novich

No comments heard from the public.

7. Presentations

Battalion Chief Campbell formally introduced SVFD's new medical director, Dr. Tim Smith

8. Consent Calendar

The board reviewed and President Norton approved the meeting minutes from the regular board meeting held on June 9, 2026. **M/S Brady/Norton- 7 ayes**

9. Fire Chief's Monthly Report

Chief Akre gave a verbal Chiefs report for June & July 2026
Prevention gave a verbal report for June & July 2026
Chief Norrbom gave a verbal report for fleet and facilities for June & July 2026
Link to SVFD Monthly Reports website. <https://www.sonomavalleyfire.org/svfd-monthly-report>

10. Old Business

CMAR Contract Acceptance, Station 6, Kenwood
M/S Johnson/Uboldi - Director Cooper abstained - Pass 6/ayes 1/abstain

11. New Business

- a) Director Brady motioned to adopt Resolution 2026/2027-01; adopting 2026 Sonoma County Hazard Mitigation Plan and Director Cooper seconded. **M/S/P Brady/Cooper - 7 ayes**
- b) President Norton motioned to adopt Resolution 2026/2027-02; adopting Sonoma Valley Professional Firefighters Association Agreement and Director Johnson seconded. **M/S/P Norton/Johnson - 7 ayes**
- c) Director Johnson motioned to adopt Resolution 2026/2027-03; adopting Management and General Administrative Agreements and Director Brady seconded on the premise that it still pending final legal review and if no substantiated findings are present President Norton can finalize any documentation. **M/S/P Johnson/Brady - 7 ayes**
- d) LAFCO Class 1 Ballot the Board unanimously voted to select William Norton

12. Other Business to come before the Board

None

13. Comments from the Floor

Local 3593 President Derner expressed his gratitude to the Board members for their collaboration during the negotiation process. President Derner then read a formal letter of appreciation, which, upon request, was added to the Board packet as part of the meeting record.

14. Comments/Reports from the Board

Director Emery thanked representatives from the Local and Chief staff for all their efforts during the negotiation process. Furthermore, he expressed his appreciation for Director Atkinson, Director Brady and Chief Akre for their support during the process as well.

Director Johnson requested an update on former Kenwood Chief Bellach's well-being. Chief Akre reported an update and notified that the Sonoma Volunteer Firefighters Association would be happy to accept donations to then be passed on to the family.

15. Adjournment

M/S Emery/Cooper - 7 ayes

Meeting was adjourned at 8:02 p.m., to a regular Board meeting on September 8, 2026, at 6:00 p.m. This meeting will be conducted in person with videoconference capabilities available to the public.

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available at the following website: <http://sonomavalleyfire.org> under the Governance tab.

Respectfully submitted,

Jennifer Jason
Acting Clerk of the Board



Sonoma Valley Fire District

Board of Directors Meeting

Agenda Item Summary

September 8, 2026

Agenda Item No.		Staff Contact	
8a		Steve Akre, Fire Chief	
Agenda Item Title			
Monthly Fire Chief's Report			
Recommended Actions			
None			
Executive Summary			
The monthly Fire Chief's report is crucial for maintaining transparency and accountability within the District. It provides an overview of current administrative updates, incident responses, budget and financial status, personnel changes, training activities, and the status of buildings and land. Additionally, it covers equipment readiness, fire prevention initiatives, community outreach efforts, and events hosted by the fire association. This comprehensive report ensures that all stakeholders are informed about the department's operations, challenges, and achievements, fostering better decision-making and community trust.			
Alternative Actions			
None needed			
Strategic Plan Alignment			
Fiscal Summary – FY 26/27			
Expenditures		Funding Source(s)	
Budgeted Amount	\$	District General Fund	\$
Add. Appropriations Req'd.	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
		Grants	\$
Total Expenditure	\$	Total Sources	\$
Narrative Explanation of Fiscal Impacts (if required)			
Not Required			
Attachments			



Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 September 8, 2026

Agenda Item No.	Staff Contact																																
10b	Maci Bettencourt, Clerk																																
Agenda Item Title																																	
A resolution to adopt the SVFD's Conflict of Interest Code																																	
Recommended Actions																																	
Review and approve Resolution 2026/2027-05																																	
Executive Summary																																	
Consider a resolution to adopt the Sonoma Valley Fire Districts Conflict of Interest Code that aligns with the Political Reform Act, Government Code section 81000 et seq., a requirement for state and local government agencies to adopt this standard code and designate which officers and employees should disclose and describe financial interests by completing a disclosure statement (Form 700). If this resolution is approved by the board it will be submitted to the County of Sonoma Board of Supervisors for approval.																																	
Alternative Actions																																	
Do not approve or approve with changes																																	
Strategic Plan Alignment																																	
Fiscal Summary – FY 26/27																																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left;">Expenditures</th> <th colspan="2" style="text-align: left;">Funding Source(s)</th> </tr> </thead> <tbody> <tr> <td>Budgeted Amount</td> <td style="text-align: right;">\$</td> <td>District General Fund</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Add. Appropriations Req'd.</td> <td style="text-align: right;">\$</td> <td>Fees/Other</td> <td style="text-align: right;">\$</td> </tr> <tr> <td></td> <td style="text-align: right;">\$</td> <td>Use of Fund Balance</td> <td style="text-align: right;">\$</td> </tr> <tr> <td></td> <td></td> <td>Contingencies</td> <td style="text-align: right;">\$</td> </tr> <tr> <td></td> <td></td> <td>Grants</td> <td style="text-align: right;">\$</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Expenditure</td> <td style="text-align: right;">\$</td> <td>Total Sources</td> <td style="text-align: right;">\$</td> </tr> </tbody> </table>		Expenditures		Funding Source(s)		Budgeted Amount	\$	District General Fund	\$	Add. Appropriations Req'd.	\$	Fees/Other	\$		\$	Use of Fund Balance	\$			Contingencies	\$			Grants	\$					Total Expenditure	\$	Total Sources	\$
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		Grants	\$																														
Total Expenditure	\$	Total Sources	\$																														
Narrative Explanation of Fiscal Impacts (if required)																																	
Attachments																																	
1. Resolution 2026/2027-05																																	

**RESOLUTION OF THE SONOMA VALLEY FIRE DISTRICT,
STATE OF CALIFORNIA, ADOPTING A CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act, Government Code section 81000 et seq., requires state and local government agencies to adopt conflict of interest codes, and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. section 18730, which contains the terms of a standard conflict of interest code and which can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments to the Political Reform Act, and

WHEREAS, the District wishes to adopt this standard code and designate which officers and employees should disclose financial interests and describe which interests must be disclosed, and

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The terms of 2 Cal. Code of Regs. section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix A and Appendix B, in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Sonoma Valley Fire District, and

2. Pursuant to Section 4 of the standard code, board members shall file statements of economic interest with the district clerk, who shall retain a copy and forward the original for filing with the Clerk of the Sonoma County Board of Supervisors. Designated employees shall file statements with the District clerk who shall retain them at the main place of business of the District. Any District board member or other designated employee already required to submit a disclosure statement (Form 700) pursuant to Government Code section 87203 may submit a copy of that statement in lieu of any filing required by this code provided that no additional disclosure would be required by this code.

IN REGULAR SESSION, the foregoing resolution was introduced by Director _____, who moved its adoption, seconded by Director _____, and passed by the Board of Directors of the Sonoma Valley Fire District this 8th day of September, 2026, on regular roll call vote of the members of said Board:

President Norton	Aye_____	No_____	Absent_____
Vice President Atkinson	Aye_____	No_____	Absent_____
Treasurer Johnson	Aye_____	No_____	Absent_____
Director Brady	Aye_____	No_____	Absent_____
Director Cooper	Aye_____	No_____	Absent_____
Director Emery	Aye_____	No_____	Absent_____
Director Uboldi	Aye_____	No_____	Absent_____
 Vote:	 Aye_____	 No_____	 Absent_____

WHEREUPON, the President declared the foregoing resolution adopted, and

SO ORDERED:

ATTEST:

William Norton, President

Jennifer Jason, Acting Clerk

APPENDIX A

<u>Designated Positions</u>	<u>Disclosure categories</u>
Member of the Board of Directors	1
Fire Chief	1
District Counsel	1
Consultants	2

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following:

The President of the Board of Directors may determine in writing that a particular consultant, although in a “designated position” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of the disclosure requirements. The President’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

APPENDIX B

Disclosure Categories¹

Category 1: All investments, business positions and sources of income, including gifts, loans and travel payments; all interests in real property.

Category 2: All investments, business positions and income, including gifts, loans and travel payments, from sources that provide goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the District.

¹Only investments in and sources of income from business entities, and sources of income, which do business in the geographic area of the Sonoma Valley Fire District, or real property interests located in the District, need to be reported.



Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 September 8, 2026

Agenda Item No.	Staff Contact																												
10c	Jennifer Jason																												
Agenda Item Title																													
Governing Board Resolution for OES Reimbursement of Out of County Assignments																													
Recommended Actions																													
Approve Resolution 2026/2027-06																													
Executive Summary																													
The District has come to find out that our current resolution with the California Office Of Emergency Services is an outdated document that does not reflect the positions and or agreements that are currently in place. This document will accurately reflect those changes and allow us to continue to be reimbursed at the correct rate for services provided while personnel are deployed out of our fire district.																													
Alternative Actions																													
None																													
Strategic Plan Alignment																													
Fiscal Summary – FY 26/27																													
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Narrative Explanation of Fiscal Impacts (if required)																													
Attachments																													
1. Resolution 2026/2027-06																													

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA VALLEY FIRE DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA, IDENTIFYING THE TERMS AND CONDITIONS FOR FIRE DEPARTMENT RESPONSE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT

WHEREAS, the Sonoma Valley Fire District is a public agency located in the County of Sonoma, State of California; and

WHEREAS, it is the Districts desire to provide fair and legal payment to all its employees for time worked; and

WHEREAS, the District has in its employ, Fire District response personnel include: Fire Chief, Fire Deputy Chief, Chief Finance Officer, Human Resource Officer, Administrative Battalion Chief, Fire Battalion Chief, Fire Captain, Administrative Captain, Vegetation Management Coordinator, Fire Prevention Inspector, Fire Engineer, Firefighter/Paramedic, Firefighter, Public Safety Dispatcher, Shop Supervisor and Fire Mechanic; and

WHEREAS, the District will compensate its employees portal to portal while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre- positioned for emergency response; and

WHEREAS, the District will compensate its employees overtime while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre- positioned for emergency response.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Sonoma Valley Board of Directors that:

1. Personnel shall be compensated according to Memorandum of Understanding (MOU), Personnel Rules and Regulations, and/or other directive that identifies personnel compensation in the workplace.
2. In the event a personnel classification does not have an assigned compensation rate, a "base rate" as set forth in an organizational policy, administrative directive or similar document will to compensate such personnel.
3. The Sonoma Valley Fire District will maintain a current salary survey or acknowledgement of acceptance of the "base rate" on file with the California Governor's Office of Emergency Services, Fire Rescue Division.
4. Personnel will be compensated (portal to portal) beginning at the time of dispatch to the return to jurisdiction when equipment and personnel are in service and available for agency response.
5. Fire department response personnel include: Fire Chief, Fire Deputy Chief, Chief Finance Officer, Human Resource Officer, Administrative Battalion Chief, Fire Battalion Chief, Fire Captain, Administrative Captain, Vegetation Management Coordinator, Fire Prevention

Inspector, Fire Engineer, Firefighter/Paramedic, Firefighter, Public Safety Dispatcher,
Shop Supervisor and Fire Mechanic

IN REGULAR SESSION, the foregoing resolution was introduced by Director _____, who moved its adoption, seconded by Director _____, and passed by the Board of Directors of the Sonoma Valley Fire District this 8th day of September 2026, on regular roll call vote of the members of said Board:

President Norton	Aye_____	No_____	Absent_____
Vice President Atkinson	Aye_____	No_____	Absent_____
Treasurer Johnson	Aye_____	No_____	Absent_____
Director Brady	Aye_____	No_____	Absent_____
Director Cooper	Aye_____	No_____	Absent_____
Director Emery	Aye_____	No_____	Absent_____
Director Uboldi	Aye_____	No_____	Absent_____
Vote:	Aye_____	No_____	Absent_____

WHEREUPON, the President declared the foregoing resolution adopted, and

SO ORDERED:

ATTEST:

William Norton, President

Jennifer Jason, Acting Clerk



Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 September 8, 2026

Agenda Item No.	Staff Contact																																
10d	DC Bob Norrbom																																
Agenda Item Title																																	
Recommendation to release an RFQ for the Arnold Drive Station																																	
Recommended Actions																																	
Approve RFQ																																	
Executive Summary																																	
We have recently obtained confirmation that the Arnold Drive Fire Station Project will be allowed to connect into the Sonoma Valley County Sanitation District. The next step in the development of this project is to start on the design phase in which we've determined that a Progressive Design Build process will be the best course of action. We engaged the services of Kitchell to develop a RFQ which has been approved by legal counsel. We are recommending that Board approve issuing a RFQ for a Progress Design Build for Arnold Drive.																																	
Alternative Actions																																	
Do not approve																																	
Strategic Plan Alignment																																	
Goal #3																																	
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Attachments																																	



Sonoma Valley Fire District
Board of Directors Meeting
 Agenda Item Summary
 September 8, 2026

Agenda Item No.	Staff Contact
10e	Maci Bettencourt, Clerk
Agenda Item Title	
Election of Special District Representative Class 1	
Recommended Actions	
Review ballot and come to a majority vote as a Board.	
Executive Summary	
Sonoma LAFCO is filling a position for a Special District Representative Class 1 Regular Member, term ending May 2029. Sonoma LAFCO received two applications for the position. The board is asked to submit a ballot representing a majority of the district and return the ballot via mail, no later than the October 5, 2026, deadline. Ballots received by the deadline will be counted and the results announced within seven days by the Commission.	
Alternative Actions	
None	
Strategic Plan Alignment	
Fiscal Summary – FY 26/27	
Expenditures	Funding Source(s)
Budgeted Amount	District General Fund
Add. Appropriations Req'd.	Fees/Other
	Use of Fund Balance
	Contingencies
	Grants
Total Expenditure	Total Sources
Narrative Explanation of Fiscal Impacts (if required)	
Attachments	
1. Special District Representative Class 1 Ballot	

SONOMA LOCAL AGENCY FORMATION COMMISSION

BALLOT

Special District Representative Class I Term of Office Ending May 2029

1. Vote for only one candidate for Special District Representative.
2. The presiding officer or his/her designated alternate, acting on behalf of the district, must cast the district's vote by marking the space to the right of a candidate's name and then complete, sign, and date the certification.
3. Place the marked ballot sheet and certification into the envelope provided and mail to Sonoma LAFCO, PO Box 1428, Santa Rosa, CA 95404. Ballot sheet and certification may be emailed to Kassandra.Bowen@sonomacounty.gov, to meet deadline requirements. However, originals must be mailed to the LAFCO office as soon as possible thereafter.
4. **Submit ballot and certification by Monday, October 5th, 2026**

VOTE

William Norton, Sonoma Valley Fire District

Rob Stewart, Northern Sonoma County Fire Protection District

CERTIFICATION

I certify, under penalty of perjury, that I, _____
(Print Name of Presiding Officer or Alternate)

I am the Presiding Officer of _____,
(Print Name of Special District)

or his/her designated alternate, and I am authorized by my district to cast the district's vote for Special District Representative to the Local Agency Formation Commission in this election.

(Date)

(Signature)