

Sonoma Valley Fire District

Board of Directors Meeting

October 20, 2026





Sonoma Valley Fire District

Board of Directors Meeting

October 20, 2026

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

Tuesday, October 20, 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**

Chief Akre to administer the official Oath of Office for Directors Norton, Brady, and Emery, terms beginning December 4, 2026 through December 2030.

7. **Consent Calendar**

- a) Approval of minutes from the special and regular meetings held on, September 8, 2026. **Action Item**

8. **Fire Chief's Monthly Report**

September 2026 Chief's Report

Link to SVFD Monthly Reports. <https://www.sonomavalleyfire.org/svfd-monthly-report>

9. **Old Business**

10. **New Business**

a) Resolution 2026/2027-07, acknowledging SVFD's annual SB1205 inspection report.
Action Item w/Roll Call - FM Smith

b) Resolution 2026/2027-08, acknowledging SVFD's annual AB1600 report for FY 25/26 and the five-year findings report.
Action Item w/Roll Call - CFO Jason

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, November 10, 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
 October 13, 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 September 8, 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																																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">Expenditures</th> <th colspan="2" style="text-align: center;">Funding Source(s)</th> </tr> </thead> <tbody> <tr> <td>Budgeted Amount</td> <td style="text-align: center;">\$</td> <td>District General Fund</td> <td style="text-align: center;">\$</td> </tr> <tr> <td>Add. Appropriations Req'd.</td> <td style="text-align: center;">\$</td> <td>Fees/Other</td> <td style="text-align: center;">\$</td> </tr> <tr> <td></td> <td style="text-align: center;">\$</td> <td>Use of Fund Balance</td> <td style="text-align: center;">\$</td> </tr> <tr> <td></td> <td style="text-align: center;">\$</td> <td>Contingencies</td> <td style="text-align: center;">\$</td> </tr> <tr> <td></td> <td></td> <td>Grants</td> <td style="text-align: center;">\$</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Expenditure</td> <td style="text-align: center;">\$</td> <td>Total Sources</td> <td style="text-align: center;">\$</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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	\$	Contingencies	\$																														
		Grants	\$																														
Total Expenditure	\$	Total Sources	\$																														
Narrative Explanation of Fiscal Impacts (if required)																																	
Not Required																																	
Attachments																																	
1. Minutes for September 8, 2026 special meeting 2. Minutes for September 8, 2026 regular meeting																																	

SONOMA VALLEY FIRE DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING MINUTES Tuesday, September 8, 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 5:38 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 5:39 p.m.

- a) Anticipated litigation conference with legal counsel (one case) - Govt Code section 54956.9(d)(4).

Closed session was adjourned at 6:18 p.m. with no reportable action.

4. Adjournment

This meeting was adjourned to a regular Board meeting on Tuesday, September 8, 2026 at 6:18 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, September 8, 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 6:18 p.m.

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 Uboldi and recited by all.

4. Confirmation of Agenda

None

5. Comments from the Public

Public and staff present/virtual: DC Norrbom, Fire Marshal Smith, BC Johnson, BC Campbell, CFO Jason, Allison Ashe, Sta 33, Capt. Banuelos, Michael Miller, Capt. Lewis, Local 3593 President Derner, Capt. Loftus, Capt Morrison, and Andrew from Core Construction

No comments heard from the public.

6. Presentations

None

7. Consent Calendar

The board reviewed and President Norton approved the meeting minutes from the regular board meeting held on August 11, 2026. **M/S Brady/Norton- 7 ayes**

8. Fire Chief's Monthly Report

Chief Akre gave a brief verbal Chiefs report for August 2026

Link to SVFD Monthly Reports website. <https://www.sonomavalleyfire.org/svfd-monthly-report>

9. Old Business

None

10. New Business

Public Hearing

The Board conducted a public hearing to consider adoption of Resolution 2026/2027-04, to adopt the District's Fiscal Year 2026/2027 final budget.

President Norton opened the public hearing at 6:32 p.m., no public comment(s) were heard on item 10a listed below. Norton then closed public comment at 6:33 p.m.

- a) Director Johnson motioned to adopt Resolution 2026/2027-04; adopting Sonoma Valley Fire District Final Budget for fiscal year 2026/2027 and Director Emery seconded. **M/S/P – 7 ayes**
- b) Director Cooper motioned to adopt Resolution 2026/2027-05; establishing the districts Conflict of Interest Code in accordance with Gov. Code section 81000et seq. and President Norton seconded. **M/S/P – 7 ayes**
- c) Director Brady motioned to adopt Resolution 2026/2027-06; identifying the district's term and conditions for out of county assignments on emergency incidents and was seconded by Director Johnson. **M/S/P – 7 ayes**
- d) Director Emery motioned to accept the recommendation for RFQ to be released regarding the Arnold Drive fire station and Director Uboldi seconded. **M/S/P – 7 ayes**
- e) The Board unanimously voted the candidate William Norton as the LAFCO Special District Class 1 Election Ballot that is due October 5, 2026. President Norton motioned and Director Brady seconded. **M/S/P – 7 ayes**

11. Other Business to come before the Board

Chief Akre reminded everyone of the September 11 memorial dedication to take place on 9.11.26 at 11 am.

Akre also informed the Board the next SCFDA dinner is set for October 22nd.

BC Johnson reminded everyone about Chaplain service as well as Open House to take place on October 18th.

12. Comments from the Floor

None

13. Comments/Reports from the Board

Director Cooper requested that monthly expense reports be provided for station 6 and 2.0 projects as we start making headway.

14. Adjournment

M/S Cooper/Norton – 7 ayes

Meeting was adjourned at 6:56 p.m., to a regular Board meeting on October 13, 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
 October 13, 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
 October 20, 2026

Agenda Item No.	Staff Contact
10a	Steve Akre, Fire Chief
Agenda Item Title	
Resolution 2026/2027-07 acknowledging Fire Chief's report regarding inspection of occupancies pursuant to state Health & Safety Code §13146.2 and §13146.3	
Recommended Actions	
Acknowledge Fire Chief's report	
Executive Summary	
Every city and county fire department and every fire district providing fire protection services is required to annually inspect every building used as a public or private school and certain group occupancies for compliance with building standards. California Senate Bill 1205, approved on September 27, 2018, added Section 13146.4 to the Health and Safety Code, which requires every city and county fire department and every fire district conducting these inspections to submit an annual compliance report to its administering authority. We are pleased to report with the additional fire prevention capacity approved by the Board we have been able to achieve 100 percent compliance with all California State Mandated Inspections for the fourth year in a row. While this agenda item requires we report specifically on residential and educational occupancies, the State mandates annual fire inspections in all; Organized camps, Day care facility, 7+ clients not requiring assistance, Public and private schools, Health care facilities/nursing homes/detox centers, Detention facilities, Day care facilities, 7+ clients requiring assistance, Multi-family housing (hotel/motel/apartments), Residential care facilities, Residential care facilities, and High rise buildings.	
Alternative Actions	
Request further information prior to acknowledgment	
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)	
None	
Attachments	
1. SVFD SB1205 Summary 2026 2. Resolution 2026/2027-07	

Trevor Smith, Fire Marshal

Board of Directors
Sonoma Valley Fire District

October 20, 2026

Subject: Summary of State Required Mandated Annual Inspections

2026 YTD (CURRENT)		
Occupancy	Total Required	Total Completed
E – Schools	27	27*
R- Residential	271	271

* Some school inspections are scheduled for December during winter break. All inspections will be completed by 12/31/2026

2025		
Occupancy	Total Required	Total Completed
E – Schools	27	27
R- Residential	267	267

2024		
Occupancy	Total Required	Total Completed
E – Schools	26	26
R- Residential	269	269

2023		
Occupancy	Total Required	Total Completed
E – Schools	25	25
R- Residential	283	283

Trevor Smith
Fire Marshal



RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA VALLEY FIRE DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA, ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE SONOMA VALLEY FIRE DISTRICT REGARDING THE REQUIREMENT THAT ANNUAL INSPECTIONS BE PERFORMED ON CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the Sonoma Valley Fire District (SVFD), that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided; and

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on January 1, 2019; and

WHEREAS, California Health & Safety Code Section 13146.4 requires all fire departments, including the SVFD, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3; and

WHEREAS, the Board of the Valley of the Moon Fire Protection District intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the SVFD's compliance with California Health and Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED that the Sonoma Valley Fire District Board of Directors expressly acknowledges the measure of compliance of the SVFD with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the SVFD service area, including the communities of Agua Caliente, Boyes Hot Springs, City of Sonoma, Diamond-A, El Verano, Fetters Hot Springs, Glen Ellen, Kenwood, Mayacamas, Temelec, and Seven Flags, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES:

Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the Sonoma Valley Fire District, there lie twenty seven (27) Group E occupancies, buildings, structures and/or facilities.

During calendar year 2026, the SVFD completed the annual inspection of twenty seven (27) Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number

of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the Sonoma Valley Fire District, there lie two hundred and seventy one (271) Group R (and their associated sub-categories) occupancies of this nature.

During calendar year 2026, the SVFD completed the annual inspection of two hundred and sixty seven (267) Group R occupancies, buildings, structures, and/or facilities. This is a compliance rate of 100% for this reporting period.

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 20th day of October 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
 October 20, 2026

Agenda Item No.	Staff Contact																																
10b	Jennifer Jason, Finance Officer																																
Agenda Item Title																																	
Annual AB1600 Report FY25/26 & Five-Year Findings Report																																	
Recommended Actions																																	
Adopt Resolution No. 2026/2027-07 approving the FY 2025-26 Annual Report and Five-Year Findings Report																																	
Executive Summary																																	
The attached reports were prepared by SCI Consulting Group and cover the fiscal year ended June 30, 2026. The Annual Report provides the accounting required by Government Code Section 66006(b), including a description of the fee, the current fee amounts, the beginning and ending fund balances, fees collected and interest earned, the public improvements on which fees were expended, inter-fund transfers, and refunds. The Five-Year Findings Report provides the findings required by Government Code Section 66001(d)(1) with respect to the portion of the fund remaining unexpended, whether committed or uncommitted. The reports are administrative compliance documents. They do not change the fee, impose a new fee, or commit the District to any expenditure. Adoption of the resolution approves the reports, makes the findings required by the Act, and authorizes their transmittal to the County.																																	
Alternative Actions																																	
Request revisions to document being presented																																	
Strategic Plan Alignment																																	
Goal 1- Objective 1B																																	
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Sonoma Valley Fire District

Annual and Five-Year Findings Reports for Fire Impact Fee Program

FY 2025-26
Final Reports

Prepared for:

**Board of Directors
Sonoma Valley Fire District**

Prepared by:


SCI Consulting Group
4745 Mangels Boulevard
Fairfield, California 94534
Phone 707.430.4300
www.sci-cg.com

Sonoma Valley Fire District

Board of Directors

Bill Norton, President
Matt Atkinson, Vice President
Mark Johnson, Treasurer
Brian Brady, Director
John Cooper, Director
Mark Emery, Director
Robert Uboldi, Director

Fire Chief

Steve Akre

Chief Financial Officer

Jennifer Jason

Impact Fee Consultant

Blair Aas, Vice President
SCI Consulting Group

Executive Summary

Introduction

The Mitigation Fee Act (Government Code Section 66000 et seq., hereafter the “Act”) requires local agencies to report certain financial information regarding their development impact fee programs every year and every fifth year. These reporting requirements are applicable to the fire impact fee (“Reportable Fee”) program of the Sonoma Valley Fire District (“District”), adopted by the County of Sonoma (“County”) on behalf of the District.

This Annual Report provides the information required by Section 66006(b) of the Act for the District’s Fire Impact Fee Fund for the fiscal year ending June 30, 2026. This Five-Year Findings Report provides the findings required by Section 66001(d)(1) of the Act.

The Reportable Fee has been imposed on new development within the unincorporated area of the District since July 1, 2021. The District first received Reportable Fee proceeds in April 2022, during fiscal year 2021-22. Fiscal year 2025-26 is accordingly the fifth fiscal year of the Reportable Fee program, and this is the District’s first Five-Year Findings Report for the Reportable Fee. The District has prepared an Annual Report for each fiscal year since the inception of the program.

Background

Section 66006(b) of the Act requires that the following information, entitled “*Annual Report*,” be made available to the public within 180 days after the last day of each fiscal year:

- a brief description of the type of fee in the account;
- the amount of the fee;
- the beginning and ending balance of the account;
- the fees collected that year and the interest earned;
- an identification of each public improvement on which the fees were expended, the amount of the expenditures on each improvement, and the total percentage of the cost of the public improvement that was funded with fees;
- an identification of an approximate date by which the construction of the improvement will commence if the local agency determines that sufficient funds have been collected to complete financing of an incomplete public improvement;
- for each public improvement identified in a prior Annual Report as having sufficient funds collected to complete financing, a statement of whether construction commenced on the approximate date noted in that prior report, and if construction did not commence, the reason for the delay and a revised approximate commencement date;

- a description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, the date on which any loan will be repaid, and the rate of interest to be returned to the account; and
- the amount of money refunded under Section 66001(e), the number of persons or entities identified to receive those refunds, and any allocations made under Section 66001(f).

In addition to the Annual Report, local agencies are required, for the fifth fiscal year following the first deposit of any development impact fee proceeds into the account or fund, and every five years thereafter, to comply with Section 66001(d)(1) of the Act by affirmatively demonstrating that the local agency still needs unexpended development impact fee revenue to achieve the purpose for which it was originally imposed and that the local agency has a plan on how to use the unexpended balance to achieve that purpose.

Specifically, local agencies must make the following findings, entitled “*Five-Year Findings Report*,” with respect to that portion of the account or fund remaining unexpended, whether committed or uncommitted:

- Identify the purpose to which the fee is to be put;
- Demonstrate a reasonable relationship between the fee and the purpose for which it is charged;
- Identify all sources and amounts of funding anticipated to complete financing of incomplete improvements; and
- Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.

In addition to the requirements set forth above, Section 66001(e) of the Act states that when sufficient funds have been collected to complete financing on incomplete public improvements, and the public improvements remain incomplete, the local agency shall identify, within 180 days of the determination that sufficient funds have been collected, an approximate date by which the construction of the public improvement will be commenced, or shall refund to the then current record owner or owners of the lots or units, as identified on the last equalized assessment roll, of the development project or projects on a prorated basis, the unexpended portion of the fee, and any interest accrued thereon.

However, Section 66001(f) of the Act states that if the administrative costs of refunding unexpended revenues exceed the amount to be refunded, the local agency, after a public hearing, notice of which has been published and posted in three prominent places within the area of the development project, may determine that the revenues shall be allocated for some other purpose for which fees are collected and which serves the project on which the fee was originally imposed.

Program History

In 2021, the District retained SCI Consulting Group to prepare a Fire Impact Fee Nexus Study (“Nexus Study”) evaluating the impacts of future growth on District facilities and apparatus. The District’s Board of Directors adopted the Nexus Study by resolution on February 9, 2021. The Reportable Fee was adopted by the County on behalf of the District and has been imposed on new development since July 1, 2021. An agreement for services dated March 23, 2021, between the County and the District governs the establishment and administration of the Reportable Fee.

The County collects the Reportable Fee in connection with the issuance of building permits, retains an administrative charge equal to 2% of the amount collected, and remits the balance to the District on a quarterly basis. The District accounts for the Reportable Fee in the Fire Development Impact Fee Fund (Fund 30112), referred to throughout this report as the “Fire Impact Fee Fund,” with cash held in the Fire Impact Fee Checking account (Account 10196).

Annual Report (Fiscal Year 2025-26)

In accordance with Government Code Section 66006(b)(1) and (2), the Sonoma Valley Fire District (“District”) provides the following information for fiscal year 2025-26 for the District’s fire impact fee (“Reportable Fee”) program.

Description of the Reportable Fee

The Reportable Fee helps maintain adequate service levels for fire protection in the District. New development in the District increases the demand for fire protection and emergency medical services. The Reportable Fee funds the acquisition, construction, and improvement of new or expanded fire facilities, apparatus, and equipment necessary to accommodate residential and nonresidential development in the District.

Reportable Fee Amounts

The current Reportable Fees in effect at the end of fiscal year 2025-26 are shown below.

Land Use Category	Reportable Fee
Residential Single Family	\$2.03/sq. ft.
Residential Multi-Family	\$3.44/sq. ft.
Residential Mobile Home	\$2.24/sq. ft.
Retail/Commercial	\$2.30/sq. ft.
Office	\$3.81/sq. ft.
Industrial	\$1.61/sq. ft.

Residential fees are assessed per square foot of living area. Nonresidential fees are assessed per square foot of building area. Accessory dwelling units of less than 750 square feet of living area are exempt. Pursuant to the Nexus Study, the Reportable Fee is adjusted automatically on the first day of each fiscal year by the net percentage change during the preceding calendar year in the Engineering News-Record Construction Cost Index, 20-City Average, without further action by the District’s Board of Directors or the County Board of Supervisors.

Reportable Fee Account Balances

The balance of the Fire Impact Fee Fund at the beginning of fiscal year 2025-26 was \$0.00. At the end of fiscal year 2025-26, the balance of the Fire Impact Fee Fund was \$0.00. The beginning balance agrees with the ending balance reported in the District’s annual report for fiscal year 2024-25.

Reportable Fees Collected and Interest Earned

The amount of Reportable Fees collected during fiscal year 2025-26 was \$64,122.83. The County retained an administrative charge of \$1,282.46 from that amount, and the net amount remitted to the District was \$62,840.37. No interest was earned on the Fire Impact Fee Fund during fiscal year 2025-26. The total amount of Reportable Fees collected and interest earned during fiscal year 2025-26 was \$64,122.83.

Use of Reportable Fees

During fiscal year 2025-26, the District expended \$64,122.83 in Reportable Fees. Of that amount, \$62,840.37 was expended on two public improvements, and \$1,282.46 was retained by the County as the administrative charge authorized under the fee program. See Figure 1 on the following page.

The District acquired a Type 3 fire engine on July 20, 2021, at a total cost of \$463,209.62. The engine was added to the District's apparatus inventory and expanded the District's response capacity to serve new development. The Nexus Study identifies apparatus purchases that expand the system inventory as an allowable use of Reportable Fees at 100% of cost. The District acquired the engine with General Fund resources and has applied Reportable Fees to reimburse the General Fund as those fees have been collected. Reportable Fees expended in fiscal year 2025-26 completed the funding of this improvement, which has been funded entirely with Reportable Fees.

The District acquired a Maverick truck on October 23, 2024, at a total cost of \$31,271.15. The vehicle was added to the District's inventory and expanded the District's response capacity to serve new development. As with the Type 3 fire engine, the District acquired the vehicle with General Fund resources and is applying Reportable Fees to reimburse the General Fund. Through June 30, 2026, Reportable Fees have funded 78% of the cost of this improvement. The remaining \$6,868.02 remains eligible for reimbursement with Reportable Fees collected in future fiscal years.

The Nexus Study identifies collection, accounting, documentation, annual reporting, five-year reporting, and other costs reasonably related to compliance with the Act as allowable uses of Reportable Fees. The County retains an administrative charge equal to 2% of Reportable Fees collected, which is applied to these costs.

Figure 1 – Use of Reportable Fees

Public Improvement	Total Cost	Reportable Fees Expended in FY 2025-26	Reportable Fees Expended in Prior Fiscal Years	Funded from Other Sources ¹	Total Percentage Funded with Reportable Fees
New (Added) Type 3 Fire Engine	\$463,209.62	\$38,437.24	\$424,772.38	\$0.00	100%
New (Added) Maverick Truck	\$31,271.15	\$24,403.13	\$0.00	\$6,868.02	78%
County Administrative Fee	\$1,282.46	\$1,282.46	\$0.00	\$0.00	100%
TOTAL	\$495,763.23	\$64,122.83	\$424,772.38	\$6,868.02	

Source: Sonoma Valley Fire District.

¹ Funded by the District's General Fund and eligible for reimbursement with Reportable Fees collected in future fiscal years.

Incomplete Improvements

The District did not determine during fiscal year 2025-26 that sufficient Reportable Fees had been collected to complete financing of an incomplete public improvement. Each public improvement on which Reportable Fees were expended during fiscal year 2025-26 was acquired, delivered, and placed in service prior to the expenditure. Accordingly, the District identifies no approximate date by which the construction of an incomplete public improvement will commence.

Prior Reported Improvements

No public improvement has been identified in a previous annual report of the District as one for which sufficient Reportable Fees had been collected to complete financing of an incomplete improvement. Accordingly, the District has no improvement for which it must report whether construction commenced on a previously noted approximate date, and no revised approximate date is required.

Interfund Transfers and Loans

The District accounts for Reportable Fees in the Fire Impact Fee Fund and receives the fees remitted by the County into a separate Fire Impact Fee Checking account. Because the public improvements funded with Reportable Fees were acquired with General Fund resources, the District transfers Reportable Fees from the Fire Impact Fee Fund to the District's General Fund as reimbursement for the eligible cost of those improvements. The District made the following transfers during fiscal year 2025-26:

- \$26,927.07 on October 31, 2025;
- \$10,450.97 on February 3, 2026;
- \$12,103.25 on May 11, 2026; and
- \$13,359.08 on July 31, 2026.

The transferred Reportable Fees were applied to the Type 3 fire engine and the Maverick truck as shown in Figure 1.

Reportable Fees for the fourth quarter of fiscal year 2025-26 were recorded to the Fire Impact Fee Fund effective June 30, 2026, and were remitted by the County and transferred by the District in July 2026. This treatment is consistent with the District's reporting in each prior fiscal year of the program.

The District made no interfund loans from the Fire Impact Fee Fund during fiscal year 2025-26, and no interest is owed to the Fire Impact Fee Fund.

Refunds

The District refunded no Reportable Fees under Section 66001(e) of the Act during fiscal year 2025-26, and identified no persons or entities as entitled to receive a refund. The District made no allocation of Reportable Fees under Section 66001(f) of the Act.

Five-Year Findings Report (As of June 30, 2026)

In accordance with Government Code Section 66001(d)(1), the Sonoma Valley Fire District (“District”) makes the following findings with respect to the portion of its fire impact fee (“Reportable Fee”) fund remaining unexpended, whether committed or uncommitted, affirmatively demonstrating that the District still needs the unexpended Reportable Fees to achieve the purpose for which the fee was originally imposed and that the District has a plan for how to use the unexpended balance to achieve that purpose.

Unexpended Reportable Fees

The District’s Fire Impact Fee Fund balance as of June 30, 2026, was \$0.00. All Reportable Fees received by the District since the inception of the fee program have been expended on the public improvements identified in Figure 1. No portion of the Fire Impact Fee Fund remained unexpended, whether committed or uncommitted, as of June 30, 2026.

Purpose of the Reportable Fee

The purpose of the Reportable Fee, imposed and collected on new development within the unincorporated area of the District, is to fund the cost of the fire protection and emergency response facilities, apparatus, and equipment attributable to new residential and nonresidential development in the District. New development increases the number of residents and employees and the structural area in which they live and work, and creates a corresponding demand for fire protection and emergency response services. The Reportable Fee funds the expansion of the District’s facilities, apparatus, and equipment necessary to maintain the District’s existing level of service as that growth occurs, and ensures that new development does not burden existing development with the cost of that expansion.

Relationship Between the Reportable Fee and the Purpose for Which It Is Charged

The Nexus Study establishes the reasonable relationship between the Reportable Fee and the purpose for which it is charged. The Nexus Study determines the replacement value of the District’s existing fire protection facilities, apparatus, and equipment, measures the demand placed on that system by existing development, and expresses the result as an existing facilities standard per equivalent dwelling unit. That standard is then applied to three residential and three nonresidential land use categories in proportion to the demand each creates, so that each development project contributes in proportion to its impact. The Reportable Fee is charged per square foot of living area for residential development and per square foot of building area for nonresidential development.

The Nexus Study restricts the use of Reportable Fees to facilities, apparatus, vehicles, and equipment that expand the District’s fire system capacity, together with costs reasonably related to compliance with the Act. Reportable Fees may not be used to fund existing deficiencies or operational, maintenance, or repair costs. The public improvements on which Reportable Fees were expended through June 30, 2026, are consistent with these restrictions and with the purpose for which the Reportable Fee was imposed.

Anticipated Funding to Complete Financing of Incomplete Improvements

As of June 30, 2026, no public improvement financed in whole or in part with Reportable Fees remained incomplete. Each public improvement funded with Reportable Fees was acquired, delivered, and placed in service prior to the close of the fiscal year. Accordingly, the District identifies no additional sources or amounts of funding anticipated to complete the financing of an incomplete public improvement.

Approximate Dates of Deposit of Anticipated Funding

Because the District identifies no incomplete public improvements and no anticipated funding to complete the financing of such improvements, the District designates no approximate dates on which funding is expected to be deposited into the Fire Impact Fee Fund.

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA VALLEY FIRE DISTRICT OF SONOMA COUNTY, STATE OF CALIFORNIA, APPROVING THE SONOMA VALLEY FIRE DISTRICT ANNUAL REPORT AND FIVE-YEAR FINDINGS REPORT FOR THE FIRE IMPACT FEE PROGRAM AND MAKING THE FINDINGS REQUIRED BY GOVERNMENT CODE SECTIONS 66001 AND 66006

WHEREAS, Assembly Bill 1600 was enacted and codified at California Government Code Section 66000 et seq. (the "Mitigation Fee Act" or "Act"), which authorizes a local agency to impose a development impact fee as a condition of approval of a development project where the purpose and use of the fee are identified and a reasonable relationship between the fee and the development project can be demonstrated; and

WHEREAS, the County of Sonoma ("County") has adopted Ordinance No. 6340, which establishes the requirements for the adoption and administration of development impact mitigation fees collected by the County on behalf of a fire protection district within the County; and

WHEREAS, at the request of the Sonoma Valley Fire District ("District"), the County has adopted and collects fire development impact mitigation fees ("Reportable Fees") applicable to new development within the unincorporated area of the District, pursuant to an agreement for services between the County and the District dated March 23, 2021; and

WHEREAS, the County collects the Reportable Fees in connection with the issuance of building permits, retains an administrative charge equal to 2% of the amount collected, and remits the balance to the District, which deposits the Reportable Fees in a separate account or fund identified as the Fire Development Impact Fee Fund, Fund No. 30112; and

WHEREAS, Section 66006(b)(1) of the Act requires that specified information regarding the Reportable Fees be made available to the public within 180 days after the last day of each fiscal year, and Section 66006(b)(2) requires that the information be reviewed at a regularly scheduled public meeting not less than 15 days after it is made available to the public; and

WHEREAS, Section 66001(d)(1) of the Act requires that, for the fifth fiscal year following the first deposit of Reportable Fees into the account or fund, and every five years thereafter, specified findings be made with respect to that portion of the account or fund remaining unexpended, whether committed or uncommitted; and

WHEREAS, Section 66001(e) of the Act provides that when sufficient Reportable Fees have been collected to complete financing on an incomplete public improvement, and the public improvement remains incomplete, an approximate date by which construction of the public improvement will commence shall be identified within 180 days of the determination that sufficient Reportable Fees have been collected, or the unexpended portion of the fee and any interest accrued thereon shall be refunded on a prorated basis to the then current record owners of the lots or units of the development project or projects, as identified on the last equalized assessment roll; and

WHEREAS, Section 66001(f) of the Act provides that if the administrative costs of refunding unexpended revenues exceed the amount to be refunded, the revenues may be allocated, after a noticed public hearing, to another purpose for which the Reportable Fees are collected and which serves the project on which the fee was originally imposed; and

WHEREAS, the District has caused to be prepared the *Sonoma Valley Fire District Annual and Five-Year Findings Reports for Fire Impact Fee Program, FY 2025-26* (the "Report"), which contains the information required by Section 66006(b)(1) of the Act for the fiscal year ended June 30, 2026 and the findings required by Section 66001(d)(1) of the Act with respect to the unexpended balance of the Reportable Fees as of June 30, 2026; and

WHEREAS, the Report is the District's first Five-Year Findings Report for the Reportable Fees, the District having first received Reportable Fee proceeds during the fiscal year ended June 30, 2022; and

WHEREAS, the Board of Directors of the District ("Board") has reviewed the Report and finds it to be accurate and complete; and

WHEREAS, following approval by the Board, the Report will be transmitted to the County for inclusion in the information made available to the public pursuant to Section 66006(b)(1) of the Act and for review and adoption by the County Board of Supervisors.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Sonoma Valley Fire District as follows:

1. The Board finds and determines that the foregoing recitals are true and correct and are incorporated herein by this reference.
2. The Board hereby approves and adopts the Report, which is incorporated herein by this reference.
3. Pursuant to Section 66001(d)(1) of the Act, the Board hereby makes the findings set forth in the Report with respect to the portion of the Reportable Fee account or fund remaining unexpended as of June 30, 2026, whether committed or uncommitted.
4. The Board determines that the Report contains the information required by Section 66006(b)(1) of the Act for the fiscal year ended June 30, 2026.
5. The findings made pursuant to Section 66001(d)(1) of the Act are made in connection with the information required by Section 66006(b) of the Act, as provided in Section 66001(d)(2) of the Act.
6. The Board determines that, during the fiscal year ended June 30, 2026, the District did not determine that sufficient Reportable Fees had been collected to complete financing of an incomplete public improvement, and accordingly no approximate commencement date is identified pursuant to Sections 66001(e) and 66006(b)(1)(F) of the Act for that fiscal year.
7. The Board determines that no refunds were made pursuant to Section 66001(e) of the Act and no allocations were made pursuant to Section 66001(f) of the Act during the fiscal year ended June 30, 2026.

8. Based on the Report, the Board determines that the District is in compliance with the reporting and findings requirements of Sections 66001 and 66006 of the Act with respect to the Reportable Fees for the fiscal year ended June 30, 2026.
9. The Fire Chief, or designee, is authorized and directed to transmit the Reports and a certified copy of this Resolution to the County for inclusion in the information made available to the public pursuant to Section 66006(b)(1) of the Act and for review and adoption by the County Board of Supervisors, and to take such further actions as may be necessary to complete the District's compliance with Sections 66001 and 66006 of the Act.
10. This Resolution shall take effect immediately upon adoption.

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 11th day of August, 2026 on regular roll call vote of the members of said Board by the following vote:

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 of the Board