



UKIAH VALLEY FIRE DISTRICT BOARD OF DIRECTORS

JENIFER BAZZANI – PETER BUSHBY – BOBBY BANKS – MICHAEL GRAHAM – DAVID B. HAAS

AGENDA

Ukiah Conference Center ♦ 200 South School Street ♦ Ukiah, CA 95482

August 9, 2022

6:30 PM

1. CALL TO ORDER

2. ROLL CALL AND PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

4. PUBLIC COMMENT ON NON-AGENDA ITEMS

If you wish to speak on a matter that is not on this agenda, you may do so at this time. Please limit your comments to 3 minutes per person and a total of 10 minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments in which the subject is not listed on the agenda.

5. APPROVAL OF MINUTES

5.a. Approval of the Minutes of June 14, 2022, a Regular Meeting.

Recommended Action: Approve the Minutes of June 14, 2022, a Regular Meeting.

Attachments:

1. June 14, 2022, UVFD Meeting Minutes-Draft

6. CONSENT CALENDAR

The following items listed are considered routine and will be enacted by a single motion and roll call vote by the Ukiah Valley Board of Directors. Items may be removed from the Consent Calendar upon request of a Board Member or a citizen, in which event the item will be considered at the completion of all other items on the agenda. The motion by the Board of Directors on the Consent Calendar will approve and make findings in accordance with the Administrative Staff and/or the Board of Directors' recommendations.

7. NEW BUSINESS - DISCUSSION/ACTION

7.a. Discussion/Action: Approval of Updating the Savings Bank Account for the Employee's Association by Removing all the Previous Association Members who are no longer with the Fire Department and Adding Ryan Nelson as the Legal Entity Responsible for Maintaining the Account and as an Authorized Signer.

Recommended Action: Approve Updating the Savings Bank Account for the Employee's Association by Removing all the Previous Association Members who are no longer with the Fire Department and Adding Ryan Nelson as the Legal Entity Responsible for Maintaining the Account and as an Authorized Signer.

Attachments:

1. Savings Bank Account Responsibility Forms

8. UNFINISHED BUSINESS - DISCUSSION/ACTION

- 8.a. Consideration and Possible Adoption of the Fiscal Year 22-23 Fire District Budget.

Recommended Action: Adopt the recommended Ukiah Valley Fire District budget for fiscal year 22-23.

Attachments:

1. Ukiah Valley Fire District Budget FY 22-23

9. COMMUNICATIONS RECEIVED AND FILED - INFORMATION

10. DIRECTOR'S REPORT for FEC

11. CHIEFS REPORTS AND VOLUNTEERS REPORT

12. CLOSED SESSION

- Closed Session may be held at any time during the meeting

13. ADJOURNMENT

Please be advised that the Ukiah Valley Fire District complies with ADA requirements and needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. Materials related to an item on this Agenda submitted to the Ukiah Valley Fire District after distribution of the Agenda Packet, are available for public inspection at the front counter at the Ukiah Valley Fire District Office, 1500 South State Street, Ukiah, CA 95482, during normal business hours Monday through Friday, 8:00 am to 4:00 pm.

For members of the public who would like to view or attend the meeting virtually, you may use this link: <https://zoom.us/j/97717635120>.

Or Dial Toll-Free: 1-833-548-0276 or 1-833-543-0282. To Raise your hand: enter *9; after being recognized, unmute *6;

Or One Tap Mobile (for easy connection on smartphones) US: +16699009128,,97717635120# or +12532158782,,97717635120#

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at the following location: Ukiah Valley Fire District Office - 1500 South State Street; Ukiah, California; and online not less than 72 hours prior to the meeting set forth on this agenda. To view the meeting, click on the name of the meeting at: www.cityofukiah.com/meetings.

Stephanie Abba, Clerk of the Board

Dated: August 3, 2022



UKIAH VALLEY FIRE DISTRICT BOARD OF DIRECTORS
JENIFER BAZZANI – PETER BUSHBY – ROBERT BANKS – MICHAEL GRAHAM – DAVID B. HAAS
REGULAR MEETING MINUTES

(held at both the physical and virtual locations)

Ukiah Conference Center 200 South School St. Ukiah, CA 95482

Meeting held virtually at: <https://zoom.us/j/97717635120>

June 14, 2022
6:30 P.M.

1. **CALL TO ORDER**

2. **ROLL CALL AND PLEDGE OF ALLEGIANCE**

The Ukiah Valley Fire District Board of Directors met on June 14, 2022, having been legally noticed on June 10, 2022. President Haas called the meeting to order at 6:32 P.M. with the following **Directors Present:** Jenifer Bazzani, Peter Bushby, Bobby Banks, Michael Graham, and David Haas; **Directors Absent:** None **Staff Present:** Douglas Hutchison, Fire Chief, Eric Singleton, Battalion Chief; Justin Buckingham, Battalion Chief; and Stephanie Abba, Clerk of the Board.

The Pledge of Allegiance was recited.

3. **ANNOUNCEMENTS**

No announcements were given.

4. **PUBLIC COMMENT ON NON-AGENDA ITEMS**

No public comment was received.

5. **APPROVAL OF MINUTES**

a. Approval of Minutes April 12, 2022, a Regular Meeting

Motion/Second: Bazzani/Bushby to approve the Minutes of April 12, 2022, a Regular Meeting as submitted. Motion **carried** by the following votes: AYES: Bazzani, Bushby, Banks, Graham, and Haas; NOES: None; ABSTAIN: None; ABSENT: None

6. **CONSENT CALENDAR**

No items on the Consent Calendar

7. **NEW BUSINESS – DISCUSSION/ACTION**

a. Approval of the Refinancing of the Lovers Lane Mortgage through the City of Ukiah's General Fund, and Approval of the Corresponding Resolution.

Presenter: Doug Hutchison, Fire Chief

Motion/Second: Bazzani/Bushby to approve the Refinancing of the Lovers Lane Mortgage through the City of Ukiah's General Fund, and Approval of the Corresponding Resolution. Motion **carried** by the following votes: AYES: Bazzani, Bushby, Banks, Graham, and Haas; NOES: None; ABSTAIN: None; ABSENT: None

b. Consideration and Possible Adoption of the Fiscal Year 2022-2023 Fire Authority Draft Budget.

Presenter: Dan Buffalo, Finance Director; Doug Hutchison, Fire Chief

Motion/Second: Bazzani/Bushby to approve the Fiscal Year 2022-2023 Fire Authority Draft Budget. Motion **carried** by the following votes: AYES: Bazzani, Bushby, Banks, Graham, and Haas; NOES: None; ABSTAIN: None; ABSENT: None

c. Raise the Monthly Limit on UVFD Cal-Card Credit Card and Revise the Procurement Policy #1021.

Presenter: Doug Hutchison, Fire Chief

Motion/Second: Bazzani/Banks to approve raising the monthly limit on the UVFD Cal-Card Credit to \$75,000. monthly. Fire Chief: maximum of \$5,000. per transaction, and a monthly maximum of \$50,000. Chief Officers (Division and/or Battalion Chiefs) & Administrative Cards: maximum of \$7,500 per transaction and a monthly maximum of \$20,000. Captains/General Staff: maximum of \$1,000. per transaction, and a monthly maximum of \$5,000., and revising Procurement Policy 1021. Motion **carried** by the following votes: AYES: Bazzani, Bushby, Banks, Graham, and Haas; NOES: None; ABSTAIN: None; ABSENT: None

d. Discussion and Possible Action on Replacement of the West Fence at the North Fire Station.

Presenter: Doug Hutchison, Fire Chief

Motion/Second: Bazzani/Bushby to approve the replacement of the West Fence at the North Fire Station. Motion **carried** by the following votes: AYES: Bazzani, Bushby, Banks, Graham, and Haas; NOES: None; ABSTAIN: None; ABSENT: None

e. Report on Changes Within the Fire Authority's Fire Prevention Office.

Presenter: Doug Hutchison, Fire Chief

Report Received

8. UNFINISHED BUSINESS – DISCUSSION/ACTION

No Unfinished Business was agendized.

9. COMMUNICATIONS RECEIVED AND FILED - INFORMATION

- a. County of Mendocino; Katrina Bartolomie; Assessor-County Clerk-Recorder Registrar of Voters; 501 Low Gap Rd. Rm 1020; Ukiah, CA 95482; May 6, 2022; Special District Board Election in December 2022.

- b. LAFCo; Uma Hinman, Executive Officer; Ukiah Valley Conference Center; 200 South School Street; Ukiah, CA 95482; April 2, 2022; Notice of Vacancies for Special District Members to LAFCo.
- c. Van Lant & Fankhanel, LLP; 29970 Technology Drive, Suite 105 A; Murrieta, CA 92563; April 22, 2022; CPA Audit Report for the year ended June 30, 2021.

Recess 7:53

Resume 7:57

10. DIRECTOR'S REPORT for FEC AND LAFCO

Reports received

11. CHIEF'S AND VOLUNTEERS REPORT - INFORMATION

Chief's Report Received

No Volunteer Report was given

12. CLOSED SESSION

No closed session was held.

13. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:25 P.M.

David B. Haas, President

Stephanie Abba, Clerk of the Board



AGENDA SUMMARY REPORT

SUBJECT: Discussion/Action: Approval of Updating the Savings Bank Account for the Employee's Association by Removing all the Previous Association Members who are no longer with the Fire Department and Adding Ryan Nelson as the Legal Entity Responsible for Maintaining the Account and as an Authorized Signer.

DEPARTMENT: Fire

PREPARED BY: Stephanie Abba, Administrative Secretary

PRESENTER: _____

ATTACHMENTS:

1. Savings Bank Account Responsibility Forms

Summary: The Savings Bank Account is a Public Funds Non-Profit Account Managed by Certain Ukiah Valley Fire District Employees. No changes can be made to this account because all the Previous Responsible Parties no longer work for the Ukiah Valley Fire District.

Background:

Discussion: Approval by the Ukiah Valley Fire District Board to approve Ryan Nelson, Captain, the Legal Entity Responsible for Maintaining the Account, and as an Authorized Signer. After becoming the Legal Entity, he may add more Authorized Signers to the account. Currently, the Ukiah Valley Fire District Employee's Association does not have a Legal Entity for this Account.

Recommended Action: Approve Updating the Savings Bank Account for the Employee's Association by Removing all the Previous Association Members who are no longer with the Fire Department and Adding Ryan Nelson as the Legal Entity Responsible for Maintaining the Account and as an Authorized Signer.

BUDGET AMENDMENT REQUIRED: NO

CURRENT BUDGET AMOUNT:

PROPOSED BUDGET AMOUNT:

FINANCING SOURCE:

PREVIOUS CONTRACT/PURCHASE ORDER NO.:

COORDINATED WITH:

Approved:

Doug Hutchison, Fire Chief



Savings Bank
OF MENDOCINO COUNTY
Member FDIC

CERTIFICATION OF BENEFICIAL OWNERS

Account Number: 806 7827

1. Persons opening or maintaining an account on behalf of a legal entity must provide the following information:

a. Name and Title of Natural Person Opening/Maintaining Account:

RUAN NELSON CAPTAIN.

b. Name of Legal Entity for Which the Account is Being Opened/Maintained:

UKIAH VALLEY FIRE DISTRICT

c. Type of Legal Entity:

Public Funds non profit

d. Physical Address of Legal Entity. If multiple addresses, please attach a separate sheet with all locations listed:

1500 S. State St. UKIAH CA 95470

e. Tax Identification Number of the Legal Entity: ?

2. Provide the following information for each individual, if any, who, directly or indirectly, through any contract, arrangement, understanding, relationship or otherwise, owns 25% or more of the equity interests of the legal entity listed above. (If no individual meets this definition, please write "Not Applicable").

Bank Use	Name	Date of Birth	Physical Address	Social Security Number*

*For Non-U.S. Persons, please include a passport number and country of issuance or other similar identification. In lieu of a passport number, Non-U.S. Persons may also provide an alien identification card or other government issued document evidencing nationality or residence and bearing a photograph or similar safeguard.

2 |



Savings Bank
OF MENDOCINO COUNTY
Member FDIC

CERTIFICATION OF BENEFICIAL OWNERS

Account Number: 206 7827

3. Provide the following information for **one individual with significant responsibility** for managing the legal entity listed above, such as:

- An executive officer or section manager (e.g., Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President Vice President, Treasurer); or
- Any other individual who regularly performs similar functions.

(If appropriate, an individual listed under section (2) may also be listed in this section (3).)

Bank Use	Name	Date of Birth	Physical Address	Social Security Number*
	RUAN NELSON	5-7-74	2341 ROAD H REDWOOD VALLEY CA 95470	56739-9657

☐

If this box is checked, additional pages are attached. Number of additional pages: _____

I, RUAN NELSON (name of natural person opening/maintaining account),
hereby certify, to the best of my knowledge, that the information provided above is complete and correct.
If the beneficial ownership information should change, we agree to promptly notify the bank of the change.

Printed Name: RUAN NELSON

Signature: [Signature]

Date: 6-23-22

3



Savings Bank
OF MENDOCINO COUNTY
Member FDIC

Unincorporated Lodge/Association

To make changes to signers on the account, please provide the following:

Formal:

- ☒ Letter of instruction signed by the President and Secretary that includes:
- All account(s) being changed
 - Name(s) of authorized signers being added or removed

Informal:

- ☐ Letter of instruction that includes:
- Account(s) being changed
 - Name(s) of authorized signers being added or removed

****All other changes must be authorized in writing.**

If you have any questions, feel free to give me a call.

New Account Representative

Phone:

Ext.



AGENDA SUMMARY REPORT

SUBJECT: Consideration and Possible Adoption of the Fiscal Year 22-23 Fire District Budget.

DEPARTMENT: Fire

PREPARED BY: Jessie Brunell, Senior Accountant

PRESENTER: Doug Hutchison, Fire Chief, Dan Buffalo, Finance Director

ATTACHMENTS:

1. Ukiah Valley Fire District Budget FY 22-23

Summary: The Board of Directors will review, and consider approving and adopting the proposed Ukiah Valley Fire District budget for fiscal year 22-23.

Background: Fire District staff have been working for many months to draft the budget for the next fiscal year, and now have a final draft to propose.

Discussion: The proposed budget makes some significant investments in the Fire District's operations that will improve our service levels and efficiency.

A link to the proposed budget is provided below.

JPA Budget: <https://stories.opengov.com/ukiahca/published/6go7-KGIEr>

Funds Summary: <https://stories.opengov.com/ukiahca/published/zvdopeb6zB>

Recommended Action: Adopt the recommended Ukiah Valley Fire District budget for fiscal year 22-23.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Doug Hutchison- Fire Chief, Eric Singleton- Battalion Chief, Dan Buffalo- Finance Director

Approved:

Doug Hutchinson, Fire Chief

THE CITY OF UKIAH

Ukiah Valley Fire Authority

Joint Powers Agreement Between the City of Ukiah and Ukiah Valley Fire Protection District

Presented here are two sections:

1. An overview of the financial activities of the Ukiah Valley Fire Authority, to which the Fire District is a participating member with the City of Ukiah.
2. Financial activities and condition specific to the Ukiah Valley Fire District.



What we are

The Ukiah Valley Fire Authority (UVFA) became effective on July 1, 2017, a Joint Powers Agreement (JPA) between the City of Ukiah and the Ukiah Valley Fire Protection District (UVFD). The JPA jointly manages, equips, maintains and operates all-risk fire, emergency medical and rescue services to the City and Fire District. UVFA was formed with the desire to maximize the use of existing resources, create cost containment opportunities, reduce duplication, maintain local control and continue to deliver fire, medical, and other emergency services at a high level of service.

The UVFA is currently budgeted for 30 full time safety positions (1- Fire Chief, 3- Battalion Chiefs, 6- Captains, 13- Engineer/Firefighter, 3- Ambulance Paramedics, 1- Fire Marshal), and 1- 0.8 time Administrative Assistant, and several dedicated volunteer Firefighters including a Volunteer Division Chief. The UVFA maintains four fire stations (three staffed with career personnel). The daily staffing consists of a Duty Officer, one full-time Ambulance staffed with two-persons, and a minimum of two/two-person crews cross staffing a Type I (Structural), Type II/III (Wildland Interface) Engines, and a reserve Ambulance.

What we do

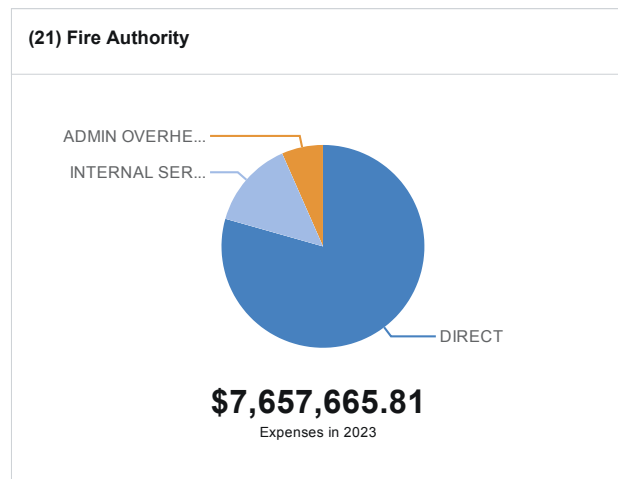
UVFA is organized into the following activities:

- Administration
- Operations
- Training and Safety
- Fire Prevention
- Ambulance and EMS services

Our People

(21) Fire Authority Data Updated 2 weeks ago	Category	2023
	PROFESSIONAL	17
	MANAGEMENT	9
	EXECUTIVE	1
	ADMINISTRATIVE & TECHNICAL	0.8

Budget Summary: Costs



Here is a summary of the budget unit in graphical form, illustrating direct costs and indirect costs. Click on the graph to explore greater detail of the unit's budget.

Budget Summary: Just the Numbers

(21) Fire Authority

Category	2023
DIRECT	\$6,079,504.81
INTERNAL SERVICE USE	\$1,073,237.00
ADMIN OVERHEAD	\$504,924.00

Similar to the graph to the left, here is a summary of the budget unit, just the numbers. It illustrates direct costs and indirect costs. Click on the table to explore greater detail of the unit's budget.

(21) Fire Authority: Response and Prevention

	Prior Year 2 Actuals	Prior Year 1 Actuals	Current Budget	Estimated Year-End	2022 - 23 Budget
REVENUES	\$138,018	\$299,104	\$2,456,604	\$1,923,710	\$2,314,546
EXPENSES					
DIRECT	\$5,140,734	\$4,761,343	\$6,408,314	\$5,610,496	\$5,021,428
INDIRECT	\$1,032,239	\$1,205,343	\$1,249,679	\$1,249,679	\$1,377,016
EXPENSES TOTAL	\$6,172,973	\$5,966,686	\$7,657,993	\$6,860,175	\$6,398,444
REVENUES LESS EXPENSES	-\$6,034,955	-\$5,667,581	-\$5,201,389	-\$4,936,465	-\$4,083,898

Provided here is an accounting of the net cost of service for this particular function or activity. Revenues reported are programmatic or directly resulting from the services being provided (e.g. user fees, charges, grants, etc.).

Expenses reported here also include non-departmental costs associated with this activity. This is why expenses may be higher than in other sections of this report focused specifically on the division.

Click "View Report" to the bottom right of the table for more detail.

NET COST OF SERVICE: (211) Fire Authority Ambulance and EMS

	Prior Year 2 Actuals	Prior Year 1 Actuals	Current Budget	Estimated Year-End	2022 - 23 Budget
REVENUES	\$39,489	\$79,692	\$1,155,177	\$226,648	\$1,230,000
EXPENSES					
DIRECT	\$76,492	\$38,769	\$1,815,745	\$660,936	\$1,106,625
INDIRECT	\$0	\$5,818	\$184,220	\$184,220	\$201,145
EXPENSES TOTAL	\$76,492	\$44,587	\$1,999,965	\$845,156	\$1,307,770
REVENUES LESS EXPENSES	-\$37,003	\$35,105	-\$844,788	-\$618,508	-\$77,770

Provided here is an accounting of the net cost of service for this particular function or activity. Revenues reported are programmatic or directly resulting from the services being provided (e.g. user fees, charges, grants, etc.).

The bottom line reflects the difference between such revenues and the associated expenditures or appropriations. A positive number demonstrates fiscal self-sufficiency. A negative number signals a need for other resources to fully fund the function or activity, whether it be general revenues (i.e. taxes), the use of reserves, subventions from other funds (transfers), debt financing, or internal borrowing.

Click "View Report" to the bottom right of the table for more detail.

Objectives and Accomplishments

Department: Fire
Division: City Fire (212) & UVFD Fire (214)

	Year-Sequence	Objectives	Status	Department Comments
NEAR-TERM	2021-1	Increase total suppression & E.M.S. shift personnel.	In Progress	UVFA has been able to fill a large portion of our vacant positions last fiscal year. Currently, twenty-one of twenty-four FTE positions for fire personnel and all six FTE ambulance positions have been filled. Staff is presently establishing a list to fill the remainder of the vacancies and possibly staffing additional ambulances to subsidize the current ambulance shortage for the Ukiah area and the County. Though staffing has increased, it is still well below both National Fire Protection Association (NFPA) and International City and County Managers Association (ICMA) guidelines for staffing. Service level demands will require increases in staffing to cover fire, prevention, and E.M.S. services. Continued efforts to enhance revenue will be necessary.
	2021-2	Complete a Fire Mitigation Nexus study for the City & Ukiah Valley Fire District.	Pandemic affected	Due to COVID-19, the Nexus study has been delayed. Staff is currently working on an updated timeframe for completion within the fiscal year. The Nexus study is essential to ensure that the current Fire Mitigation Fees are adequate and accurate for UVFA's response area.
	2021-3	Identify alternative funding sources & enhance revenue for continued UVFA operations.	In Progress	UVFA was able to secure, through LAFCO, an overlay of the district property tax on the city through an annexation process. This process will bring approximately one million dollars in additional funding to the fire district and increase the overall budget of the combined district/city fire authority. UVFA will continually be looking for all avenues for additional funding options. Other areas include but are not limited to indexing existing property tax measures, new taxes (sales/property), and grant funding to reduce costs of specific items. With increased costs and demand for services, this will be an ongoing process into the future to provide a stable and sustainable fire service.
	2021-5	Develop a Fleet Replacement Master Plan.	In Progress	Team members are currently developing the document that includes the current fleet's future needs and replacement for the department based on the useful life of the vehicles.
	2021-6	Partner with allied agencies on mitigation for Wildland fires.	In Progress	UVFA has been working closely with Cal Fire to reduce the risk of Wildland fires in the surrounding Urban-Interface areas of the Ukiah Valley. A fuel reduction program is in place through Cal Fire to reduce the fuel load and create fire breaks on the eastern and western hills surrounding Ukiah. This has been an ongoing process and will be for the foreseeable future. Strategies for the future include working with federal agencies and the Bureau of Land Management (B.L.M.) to further reduce the risk to the Ukiah Valley.
	2021-7	Improve the Central Station training facility/grounds.	In Progress	The process has begun to improve the training grounds, training props, and the training tower to provide team members with up-to-date training in a positive and safe learning environment. This project will be phased based over the next few years. Improvements on the training grounds began two years ago now and will continue through this fiscal year. This project will be ongoing for the foreseeable future.
	2021-8	Re-negotiate the fire dispatch agreement.	In Progress	This is an ongoing process with Cal Fire, the County of Mendocino, and the City of Ukiah. Cal Fire currently provides services under two separate contracts with the City and County. Discussions have been held throughout the year between all agencies.
	2021-9	Represent UVFA's interests in the development & implementation of the County E.M.S. System.	In Progress	There has been a constant increase in demand for emergency medical services in the Ukiah Valley. In contrast, the UVFA has been supplementing/augmenting the private ambulance industry by shutting down engine companies to cross-staff ambulances to keep up with service demand. It has been an ongoing process; the UVFA began dual staffing roles (cross staffing ambulances) due to the ambulance shortages. UVFA staffs one full-time ambulance but is still looking into alternative options (staffing additional ambulances) to minimize down-staffing fire engines to keep up with the demand and shortfalls while providing a safe and sustainable future for the Ukiah Valley citizens.
	2021-10	Develop a facilities enhancement plan.	In Progress	Staff is currently developing this document to include our current needs for our team members, as well as looking at the department's future needs.
INTERMEDIATE-TERM	2021-11	Complete auto-extrication equipment purchase upgrade.	Completed	This has been a three-year phased purchase to replace the Department's aging auto-extrication equipment. The final purchase was completed last fiscal year, giving our team members the tools necessary to complete their job correctly and safely.
	2021-12	Develop a Strategic Master Plan.	In Progress - pandemic affected	Development for the Strategic Master Plan began last year to complete the succession planning portion. Unfortunately, staff faced delays to the document due to the pandemic, impacting external services.
	2022-1	Index fire-specific revenue sources, including special property taxes, to adjust to inflationary changes annually.	In Progress	This is necessary to ensure revenue sources meant to support a certain level of fire services are adjusted to match inflation and remain adequate to support those services as costs change. With significant inflationary pressures on operating and capital costs, this objective has become even more important to complete as soon as possible. The Fire Authority will be partnering with the Finance Department to develop and execute a plan to place this item in front of voters in the near future.
LONG-TERM	2021-14	Provide all California Fire Service Training and Education System (CFSTES) certification training internally.	In Progress	This will be a continuing process as UVFA is striving towards completing all CFSTES certifications internally. We have begun by certifying staff as instructors in a multitude of classes, with more to come in the subsequent years.
	2021-15	Complete the Center for Public Safety Excellence (CPSE) accreditation process.	Pandemic affected	The Center for Public Safety Excellence (CPSE) accreditation has been delayed as the pandemic has impacted services' availability. The process was supposed to begin last year but was delayed due to the COVID-19 pandemic's impacts. UVFA plans to start the accreditation process this year.

The Numbers Over Time

Updated On 31 May, 2022

← Back ↺ History ▾ ↺ Reset

Broken down by

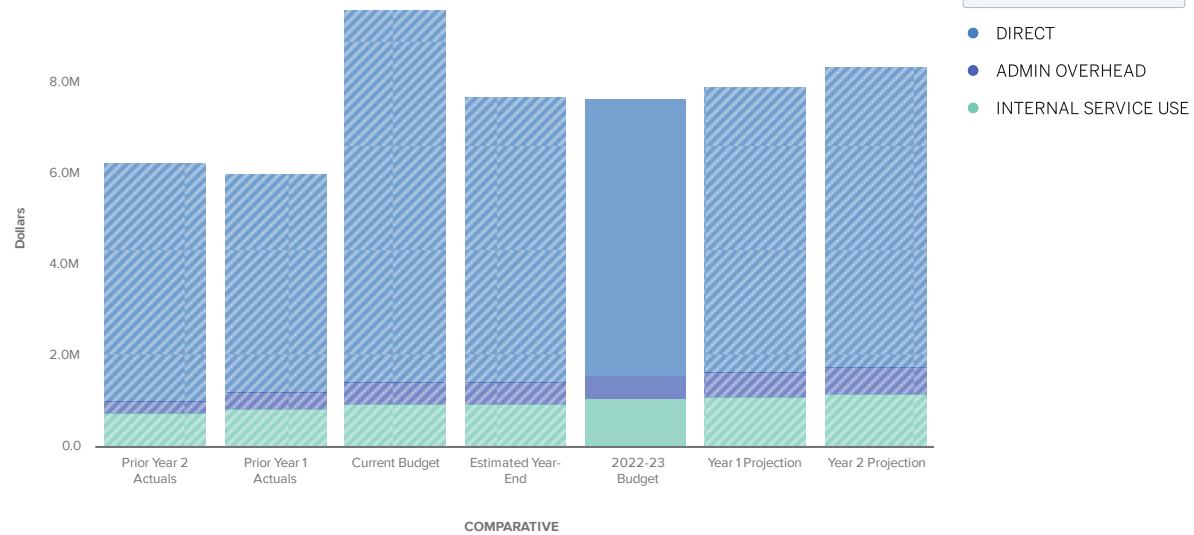
EXPENSES

▼ 21 - FIRE AUTHORITY



Sort By Chart of Accounts ▾

Visualization



Fire Authority: Budget by Character

Updated On 31 May, 2022

← Back ↺ History ▾ ↺ Reset

Broken down by

EXPENSES 21 - FIRE AUTHORITY

Data

Collapse All	Prior Year 2 Actuals	Prior Year 1 Actuals	Current Budget	Estimated Year-End	2022-23 Budget	Year 1 Projection	Year 2 Projection
▼ DIRECT	\$ 5,217,226	\$ 4,800,112	\$ 8,159,060	\$ 6,271,432	\$ 6,079,505	\$ 6,266,382	\$ 6,591,432
▶ PERSONNEL	3,402,680	3,613,029	4,177,779	3,879,185	4,571,948	4,896,146	5,181,432
▶ SERVICES & OTHER OPERATING	1,149,872	1,086,756	2,102,203	1,808,561	1,242,522	1,297,401	1,341,432
▶ DEBT SERVICE	51,479	55,604	51,580	51,580	51,479	51,479	51,479
▶ CAPITAL	613,195	44,723	1,827,498	532,106	213,556	21,356	21,356
▼ INDIRECT	1,032,239	1,211,161	1,433,815	1,433,815	1,578,161	1,665,015	1,751,432
▶ ADMIN OVERHEAD	283,966	364,155	475,391	475,391	504,924	545,318	581,432
▶ INTERNAL SERVICE USE	748,273	847,006	958,424	958,424	1,073,237	1,119,698	1,161,432
Total	\$ 6,249,465	\$ 6,011,272	\$ 9,592,875	\$ 7,705,247	\$ 7,657,666	\$ 7,931,397	\$ 8,351,432

Fire Authority: Budget by Fund

Updated On 31 May, 2022

← Back ↺ History ▾ ↺ Reset

Broken down by

Funds

▼ 21 - FIRE AUTHORITY

▼ EXPENSES

Data

Collapse All	Prior Year 2 Actuals	Prior Year 1 Actuals	Current Budget	Current Estimated Year-End	2022-23 Budget	Year 1 Projection	Year 2 Projection
▼ GOVERNMENTAL	\$ 3,934,415	\$ 3,802,080	\$ 7,287,956	\$ 6,542,010	\$ 5,985,761	\$ 6,258,825	\$ 6,258,825
▶ GENERAL FUND	3,890,911	3,410,087	7,265,561	6,519,615	5,940,661	6,240,365	6,240,365
▶ SPECIAL REVENUES	43,504	391,993	22,395	22,395	45,100	18,460	18,460
▼ PROPRIETARY	76,492	44,587	1,934,881	845,072	1,259,222	1,346,125	1,346,125
▶ ENTERPRISE	76,492	44,587	1,934,881	845,072	1,259,222	1,346,125	1,346,125
▼ FIDUCIARY	2,238,558	2,164,606	370,038	318,164	412,683	326,447	326,447
▶ UKIAH VALLEY FIRE DISTRICT	2,238,558	2,164,606	370,038	318,164	412,683	326,447	326,447
Total	\$ 6,249,465	\$ 6,011,272	\$ 9,592,875	\$ 7,705,247	\$ 7,657,666	\$ 7,931,397	\$ 7,931,397

District-Only Revenues and Expenditures

This section pertains to the financial activities and condition of the Fire District, specifically, separate and aside from the overall Fire Authority operation.



District Only Funds: Revenues and Expenditures

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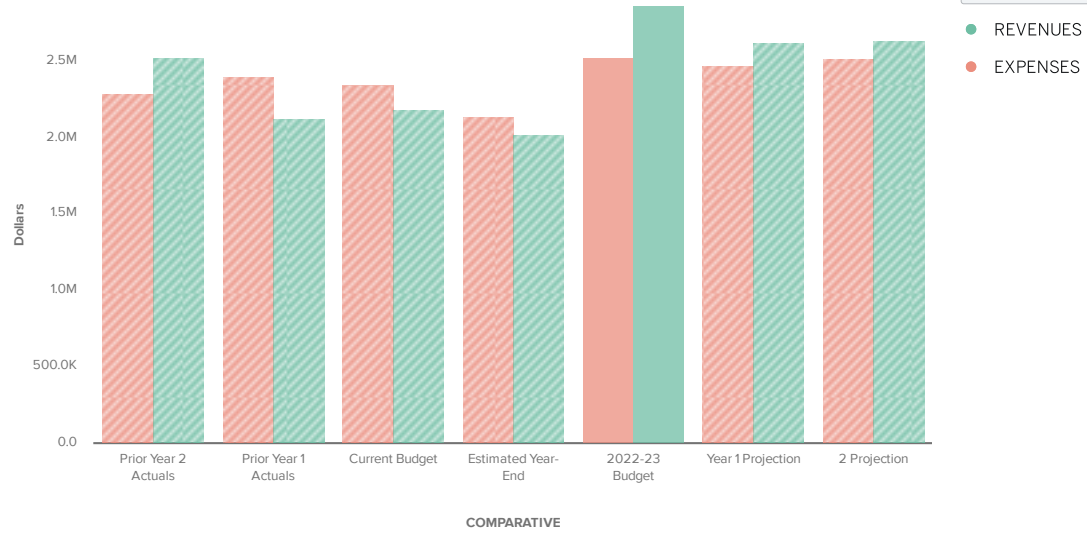
Types

▼ UKIAH VALLEY FIRE DISTRICT



Sort By Chart of Accounts ▾

Visualization



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Types

▼ UKIAH VALLEY FIRE DISTRICT

Data

Collapse All	Prior Year 2 Actuals	Prior Year 1 Actuals	Current Budget	Estimated Year-End	2022-23 Budget	Year 1 Projection	2 Pr
▼ REVENUES	\$ 2,523,489	\$ 2,119,071	\$ 2,183,458	\$ 2,018,192	\$ 2,856,777	\$ 2,616,215	\$ 2,6
▶ TAXES	1,072,354	1,121,087	1,151,000	1,144,340	2,120,918	2,127,263	2.1
▶ CHARGES FOR SERVICE	37,501	202,777	45,049	29,420	60,100	60,400	
▶ GRANTS AND SUBVENTIONS	50,959	55,193	111,392	57,261	50,606	51,618	
▶ USE OF MONEY AND PROPERTY	12,291	-384	7,602	2,385	2,300	2,369	
▶ FINES, FORFEITURES, AND PENALTIES	0	23,871	0	23,871	35,000	35,000	
▶ LICENSES/PERMITS/FRANCHISES	36,796	112,279	178,000	162,000	280,603	286,215	2
▶ OTHER REVENUES	504,777	395,306	6,500	5,000	52,000	53,350	
▶ OTHER FINANCING SOURCES	808,811	208,942	683,915	593,915	255,250	0	
▼ EXPENSES	2,285,693	2,401,872	2,344,043	2,134,372	2,521,183	2,471,953	2.5
▶ DIRECT	2,012,062	1,890,810	2,113,563	1,993,892	2,516,492	2,466,978	2.5
▶ INDIRECT	240,945	302,120	5,480	5,480	4,691	4,974	
▶ OTHER FINANCING USES	32,686	208,942	225,000	135,000	0	0	
Revenues Less Expenses	\$ 237,796	\$ -282,800	\$ -160,585	\$ -116,180	\$ 335,594	\$ 144,263	\$ 1

Notes:

1. Expenses here are presented by character to demonstrate the District's share in operations by character. In actuality, the District contract's with the City to perform all operating activities. Personnel, services and other operating, and indirect costs are contracted costs through the City. Further, the District does not employ any personnel directly. Personnel services are provided by the City, i.e. all fire personnel are City personnel.

District-Only Funds: Fund Balances

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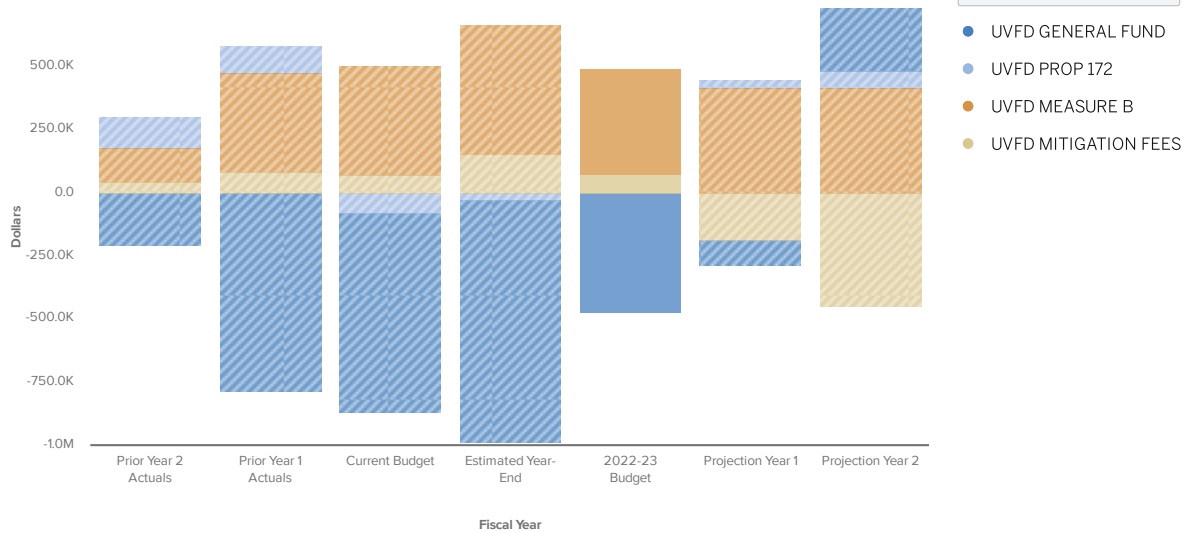
Broken down by

UKIAH VALLEY FIRE DISTRICT

▼ FUND BALANCE/WORKING CA...



Visualization



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UKIAH VALLEY FIRE DISTRICT

▼ FUND BALANCE/WORKING CA...

Data

	Prior Year 2 Actuals	Prior Year 1 Actuals	Current Budget	Estimated Year-End	2022-23 Budget	Projection Year 1	Projection Year 2
UVFD GENERAL FUND	\$ -207,748	\$ -782,116	\$ -789,092	\$ -954,487	\$ -473,542	\$ -99,233	\$ 247,568
UVFD PROP 172	124,158	108,098	-77,666	-30,599	863	32,952	66,197
UVFD MEASURE B	134,232	387,319	432,719	513,152	414,386	413,300	412,793
UVFD MITIGATION FEES	42,315	82,722	69,478	151,777	73,730	-187,320	-450,325
Total	\$ 92,957	\$ -203,977	\$ -364,562	\$ -320,157	\$ 15,437	\$ 159,699	\$ 276,233

Notes

1. District appropriations of \$2.3 million include an interagency loan, estimated to be \$458K from City to District. Terms of the loan are expected to be zero percent interest with repayment beginning in FY 2024, as new revenues are realized by the District from Measures B and J overlay on City parcel through annexation. This replaces the contribution in years past, booked as revenue from City to District to subvent the District's contribution to the Fire Authority at a 50/50 split. In reality, even with this past subvention and the interagency loan for 2021, the District's contribution to the Fire Authority will still be at a de facto split of 70/30 City.

Non-major Funds : Fiduciary

Ukiah Valley Fire District

Non-major Funds: Fiduciary

These funds account for assets held by the City as an agent for individuals, private organizations, and other governments. The financial activities of these funds are excluded from the Government-wide financial statements, but are presented in the separate Fiduciary Fund financial statements.

Ukiah Valley Fire District (UVFD) (915-918)

The Ukiah Valley Fire District Fund is used to account for the activities of the Ukiah Valley Fire District. The City provides accounting, budget management, and other fiscal and administrative services to the District.

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Types

▼ UKIAH VALLEY FIRE DISTRICT

Data

Collapse All	Prior Year 2 Actuals	Prior Year 1 Actuals	Current Budget	Estimated Year-End	2022-23 Budget	Year 1 Projection	2 Pr
▼ REVENUES	\$ 2,523,489	\$ 2,119,071	\$ 2,183,458	\$ 2,018,192	\$ 2,856,777	\$ 2,616,215	\$ 2,6
▶ TAXES	1,072,354	1,121,087	1,151,000	1,144,340	2,120,918	2,127,263	2.1
▶ CHARGES FOR SERVICE	37,501	202,777	45,049	29,420	60,100	60,400	
▶ GRANTS AND SUBVENTIONS	50,959	55,193	111,392	57,261	50,606	51,618	
▶ USE OF MONEY AND PROPERTY	12,291	-384	7,602	2,385	2,300	2,369	
▶ FINES, FORFEITURES, AND PENALTIES	0	23,871	0	23,871	35,000	35,000	
▶ LICENSES/PERMITS/FRANCHISES	36,796	112,279	178,000	162,000	280,603	286,215	2
▶ OTHER REVENUES	504,777	395,306	6,500	5,000	52,000	53,350	
▶ OTHER FINANCING SOURCES	808,811	208,942	683,915	593,915	255,250	0	
▼ EXPENSES	2,285,693	2,401,872	2,344,043	2,134,372	2,521,183	2,471,953	2.5
▶ DIRECT	2,012,062	1,890,810	2,113,563	1,993,892	2,516,492	2,466,978	2.5

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UKIAH VALLEY FIRE DISTRICT

▼ FUND BALANCE/WORKING CA...

Data

	Prior Year 2 Actuals	Prior Year 1 Actuals	Current Budget	Estimated Year-End	2022-23 Budget	Projection Year 1	Projection Year 2
UVFD GENERAL FUND	\$ -207,748	\$ -782,116	\$ -789,092	\$ -954,487	\$ -473,542	\$ -99,233	\$ 247,568
UVFD PROP 172	124,158	108,098	-77,666	-30,599	863	32,952	66,197
UVFD MEASURE B	134,232	387,319	432,719	513,152	414,386	413,300	412,793
UVFD MITIGATION FEES	42,315	82,722	69,478	151,777	73,730	-187,320	-450,325
Total	\$ 92,957	\$ -203,977	\$ -364,562	\$ -320,157	\$ 15,437	\$ 159,699	\$ 276,233

City of Ukiah

300 Seminary Ave

[City Website](#)

Budget 2023: UVFD by Character and Object (All Funds)

Collapse All	Prior Year 2 Actuals	Prior Year 1 Actuals	Current Budget	Estimated Year-End	2022-23 Budget	Year 1 Projection	2 Projection
▼ REVENUES	\$ 2,523,489	\$ 2,119,071	\$ 2,186,742	\$ 2,018,192	\$ 2,858,174	\$ 2,615,300	\$ 2,631,277
▶ TAXES	1,072,354	1,121,087	1,151,000	1,144,340	2,120,918	2,127,263	2,136,560
▶ CHARGES FOR SERVICE	37,501	202,777	48,333	29,420	177,100	177,400	177,703
▶ GRANTS AND SUBVENTIONS	50,959	55,193	111,392	57,261	50,606	51,618	53,167
▶ USE OF MONEY AND PROPERTY	12,291	-384	7,602	2,385	2,300	2,369	2,440
▶ FINES, FORFEITURES, AND PENALTIES	0	23,871	0	23,871	35,000	35,000	35,000
▶ LICENSES/PERMITS/FRANCHISES	36,796	112,279	178,000	162,000	165,000	168,300	171,666
▶ OTHER REVENUES	504,777	395,306	6,500	5,000	52,000	53,350	54,741
▶ OTHER FINANCING SOURCES	808,811	208,942	683,915	593,915	255,250	0	0
▼ EXPENSES	2,285,693	2,401,872	2,347,327	2,134,372	2,524,983	2,475,867	2,522,048
▼ DIRECT	2,012,062	1,890,810	2,116,847	1,993,892	2,520,292	2,470,892	2,516,770
▼ PERSONNEL	1,486,999	1,452,690	170,325	172,646	191,748	197,500	203,425
▶ REGULAR	826,580	723,910	0	0	0	0	0
▶ PART-TIME AND TEMP	1,744	3,450	0	0	0	0	0
▶ OVERTIME, STANDBY, AND CALL-OUT	190,765	208,204	0	0	0	0	0
▶ PERS	226,978	296,070	170,325	170,512	189,948	195,646	201,516
▶ HEALTH	143,481	136,478	0	1,762	1,800	1,854	1,910
▶ OTHER BENEFITS AND COSTS	97,451	84,578	0	372	0	0	0
▼ SERVICES & OTHER OPERATING	193,598	328,507	1,751,256	1,730,899	1,897,916	1,939,555	1,979,185
▶ SERVICES & OTHER OPERATING	-9,744	-1,363	0	0	0	0	0
▶ CONTRACTED SERVICES	7,126	22,030	20,000	18,759	57,875	62,505	64,380
▶ LEGAL SERVICES/EXPENSES	1,381	846	0	0	0	0	0
▶ SECURITY SERVICES	148	154	0	0	0	0	0
▶ PROPERTY TAX ADMIN FEE	4,668	7,284	0	0	3,800	3,914	4,031
▶ LAFCO FEES AND PROP TAX EXP	2,271	2,717	13,000	15,000	15,000	15,450	15,914
▶ INSURANCE	7,835	5,529	0	0	0	0	0
▶ SUPPLIES	27,715	41,840	31,015	30,368	0	0	0
▶ SMALL TOOLS	14,334	72,151	3,538	3,539	0	0	0
▶ SPECIALTY SUPPLIES	14,633	14,159	6,215	5,895	0	0	0
▶ HR - BACKGROUND & PHYSICALS	11,065	5,702	1,010	0	0	0	0
▶ HR - EMPLOYEE DEVELOPMENT	2,045	39	0	0	0	0	0
▶ SOFTWARE	3,731	22,468	1,380	1,380	0	0	0
▶ COMPUTER AND HARDWARE	3,750	5,849	4,078	4,079	0	0	0
▶ TELEPHONE	4,495	5,681	0	0	0	0	0
▶ UTILITIES	13,187	14,648	0	0	0	0	0
▶ EQUIPMENT MAINTENANCE & REPAIR	6,161	12,610	0	0	0	0	0
▶ EXTERNAL SERVICES	19,820	7,707	0	0	0	0	0
▶ FUEL & FLUIDS	19,845	24,426	0	0	0	0	0
▶ BUILDING MAINT. & REPAIR	3,267	14,270	0	0	0	0	0
▶ LEARNING AND DEVELOPMENT	5,855	15,916	3,284	0	0	0	0
▶ MEMBERSHIPS & SUBSCRIPTIONS	3,137	2,522	0	251	0	0	0
▶ FEES	14,126	16,357	0	14,249	0	0	0
▶ CONTRIBUTIONS TO OTHER AGENCIES	0	0	1,667,737	1,637,379	1,819,241	1,855,626	1,892,738
▶ OTHER EXPENSES	12,747	14,966	0	0	2,000	2,060	2,122
▶ DEBT SERVICE	74,824	89,331	94,368	74,929	323,082	323,082	323,082
▼ CAPITAL	256,641	20,282	100,897	15,418	107,546	10,755	11,077
▶ VEHICLES, MACHINERY AND EQUIPMENT	63,509	20,282	100,897	15,418	107,546	10,755	11,077
▶ BUILDINGS AND IMPROVEMENTS	193,133	0	0	0	0	0	0
▶ INDIRECT	240,945	302,120	5,480	5,480	4,691	4,974	5,278
▶ OTHER FINANCING USES	32,686	208,942	225,000	135,000	0	0	0
Revenues Less Expenses	\$ 237,796	\$ -282,800	\$ -160,585	\$ -116,180	\$ 333,191	\$ 139,434	\$ 109,229

Data filtered by Types, UKIAH VALLEY FIRE DISTRICT and exported on June 13, 2022. Created with OpenGov

Budget 2023: UVFD Fund Balance (All Funds)

	Prior Year 2 Actuals	Prior Year 1 Actuals	Current Budget	Estimated Year-End	2022-23 Budget	Projection Year 1	Projection Year 2
UVFD GENERAL FUND	\$ -207,748	\$ -782,116	\$ -789,092	\$ -954,487	\$ -475,945	\$ -106,465	\$ 233,031
UVFD PROP 172	124,158	108,098	-77,666	-30,599	863	32,952	66,197
UVFD MEASURE B	134,232	387,319	432,719	513,152	414,386	413,300	412,793
UVFD MITIGATION FEES	42,315	82,722	69,478	151,777	73,730	-187,320	-450,325
Total	\$ 92,957	\$ -203,977	\$ -364,562	\$ -320,157	\$ 13,034	\$ 152,467	\$ 261,696

Data filtered by UKIAH VALLEY FIRE DISTRICT, FUND BALANCEWORKING CAPITAL and exported on June 13, 2022. Created with OpenGov



THE CITY OF UKIAH

Fire Authority JPA

Joint Powers Agreement between the City of Ukiah and Ukiah Valley Fire Protection District

The Fire Authority

The Ukiah Valley Fire Authority (UVFA) became effective on July 1, 2017, a Joint Powers Agreement (J.P.A.) between the City of Ukiah and the Ukiah Valley Fire Protection District (UVFD). The J.P.A. jointly manages, equips, maintains, and operates an all-risk fire department, emergency medical, and rescue services to the City and Fire District. The UVFA was created out of necessity to maximize the use of existing resources, create cost containment opportunities, reduce duplication in service, maintain local control, and continue to deliver fire, medical, and other emergency services at a high level of service to the community.

The UVFA maintains four fire stations (two staffed with career personnel). The daily staffing consists of a Duty Officer and a minimum of two/two-person crews cross staffing a Type I (Structural), Type II/III (Wildland Interface) Engines, and an Ambulance.

The Joint Power Agreement

- Governed by Fire Executive Committee
- Goal of 50/50 cost share split
- District boundaries now encompass City parcels and boundaries

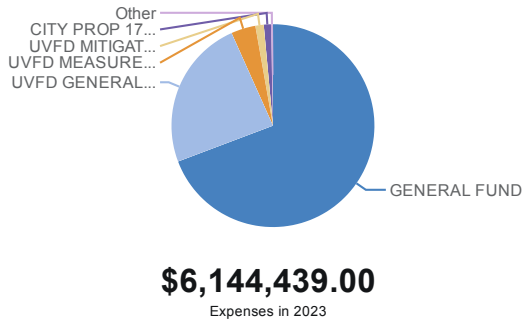
2022-23 Budgetary Cost Share Split:

- City: 64%
- District: 36%

*Does not include ambulance and EMS services.

JPA Cost Share

Fire Authority: Contributions to Joint Operations



Here is a summary of the budget unit in graphical form, illustrating direct costs and indirect costs. Click on the graph to explore greater detail of the unit's budget.

JPA Cost Share

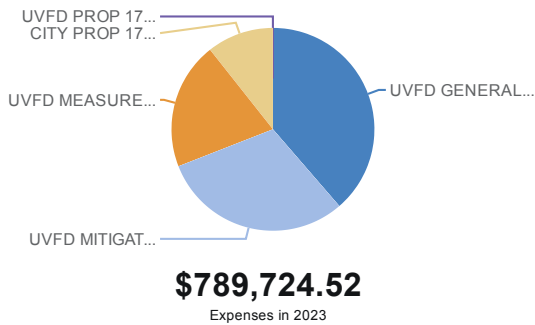
Fire Authority: Contributions to Joint Operations

Category	2023
GENERAL FUND	\$4,255,198.00
UVFD GENERAL FUND	\$1,477,799.00
UVFD MEASURE B	\$240,000.00
UVFD MITIGATION FEES	\$82,000.00
CITY PROP 172	\$70,000.00
Other	\$19,442.00

Similar to the graph to the left, here is a summary of the budget unit, just the numbers. It illustrates direct costs and indirect costs. Click on the table to explore greater detail of the unit's budget.

JPA Cost Share

Fire Authority: Additional Contributions



JPA Cost Share

Fire Authority: Additional Contributions

Category	2023
UVFD GENERAL FUND	\$305,252.22
UVFD MITIGATION FEES	\$240,122.14
UVFD MEASURE B	\$160,266.01
CITY PROP 172	\$83,982.15
UVFD PROP 172	\$102.00