



Ukiah Valley Fire District Regular Meeting AGENDA

(to be held both at the physical and virtual locations below)

Civic Center Chamber ♦ 300 Seminary Avenue ♦ Ukiah, CA 95482

To participate or view the virtual meeting, go to the following link: <https://us06web.zoom.us/j/84798449222>

Or you can call in using your telephone only:

- Call (toll free) 1-888-788-0099
- Enter the Access Code: 847 9844 9222
- To Raise Hand enter *9
- To Speak after being recognized: enter *6 to unmute yourself

Alternatively, you may view the meeting (without participating) by clicking on the name of the meeting at www.cityofukiah.com/meetings.

January 13, 2026 - 5:00 PM

1. **CALL TO ORDER AND ROLL CALL**

2. **PLEDGE OF ALLEGIANCE**

3. **ANNOUNCEMENTS**

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

The Ukiah Valley Fire District Board of Directors welcomes input from the audience. If there is a matter of business on the agenda that you are interested in, you may address the District Board when this matter is considered. If you wish to speak on a matter that is not on this agenda that is within the subject matter jurisdiction of the Ukiah Valley Fire District, you may do so at this time. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (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 May 15, 2025, a Special Meeting.

Recommended Action: Approve the Minutes of May 15, 2025, a Special Meeting.

Attachments:

1. 2025-05-15 FEC Draft Minutes

5.b. Approval of the Minutes of June 4, 2025, a Special Meeting.

Recommended Action: Approve the Minutes of June 4, 2025, a Special Meeting.

Attachments:

1. 2025-06-04 FEC Draft Minutes

6. **UNFINISHED BUSINESS - DISCUSSION/ACTION**

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

8. **CHIEFS REPORTS**

Update(s) on activities of the Fire Authority.

8.a. Updates on Fire Authority Activities.

Recommended Action: Receive report(s) on Fire Authority activities.

9. **ADJOURNMENT**

Please be advised that the Ukiah Valley Fire Authority 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. The Ukiah Valley Fire Authority complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the Ukiah Valley Fire Authority after publication will be available online at the end of the next business day.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at the following locations: Ukiah Valley Fire District Office - 1500 South State Street; Ukiah Civic Center - 300 Seminary Ave.. Ukiah, California, not less than 24 hours prior to the meeting set forth on this agenda.

Kristine Lawler, CMC/CPMC

Dated: 1/8/25



**UKIAH VALLEY FIRE AUTHORITY
FIRE EXECUTIVE COMMITTEE
SPECIAL MEETING
MINUTES**



Civic Center Council Chambers ♦ 300 Seminary Ave. ♦ Ukiah, CA 95482

Virtual: <https://us06web.zoom.us/j/92044541021>

**May 15, 2025
5:00 p.m.**

1. CALL TO ORDER AND ROLL CALL

The Fire Executive Committee met for a Special Meeting on May 15, 2025, which was legally noticed on May 14, 2025, and held at the Civic Center Council Chambers, 300 Seminary Ave. Ukiah, CA 95482, and the following virtual link: <https://us06web.zoom.us/j/92044541021>. Chair Bushby called the meeting to order at 5:00 p.m. Roll was taken with the following **Committee Members Present:** Kevin Jennings, Susan Sher, Juan Orozco, and Pete Bushby. **Staff Present:** Doug Hutchison, Fire Chief; Eric Singleton, Battalion Chief; Dan Buffalo, Finance Director; and Stephanie Abba Clerk of the Board.

The Pledge of Allegiance was led by Eric Singleton, Battalion Chief.

2. PUBLIC COMMENT ON NON-AGENDA ITEMS

No public comment was received.

3. APPROVAL OF MINUTES

a. Approval of the Minutes of January 14, 2025, a Regular Meeting.

Motion/Second: Sher/Orozco to approve the Regular Meeting Minutes for January 14, 2025, as submitted. Motion **carried** by the following roll call votes: AYES: Jennings, Sher, Orozco, and Bushby. NOES: None. ABSENT: None. ABSTAIN: None.

4. NEW BUSINESS – DISCUSSION/ACTION

a. Presentation and Review of the Ukiah Valley Fire Authority Preliminary Budget and Workshop for Fiscal Year 2025/26.

Presenter: Dan Buffalo, Finance Director.

Director Consensus to hold another meeting on June 4, 2025, following which they will make their recommendation regarding the budget.

5. ADJOURNMENT

There being no further business, the meeting adjourned at 6:19 p.m.

Stephanie Abba, Clerk of the Board



**UKIAH VALLEY FIRE AUTHORITY
FIRE EXECUTIVE COMMITTEE
SPECIAL MEETING
MINUTES**



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

Virtual Meeting Link: <https://us06web.zoom.us/j/87363354197>

June 4, 2025

3:00 p.m.

1. CALL TO ORDER AND ROLL CALL

The Fire Executive Committee met for a Special Meeting on June 4, 2025, which was legally noticed on May 30, 2025, and held at the Ukiah Valley Conference Center, 200 South School Street, Ukiah, CA 95482, and the following virtual link: <https://us06web.zoom.us/j/87363354197>. Chair Bushby called the meeting to order at 4:46 p.m. Roll was taken with the following **Committee Members Present:** Scott Cratty (*Alternate for Kevin Jennins*), Susan Sher, Juan Orozco, and Pete Bushby. **Staff Present:** Dan Buffalo, Finance Director, Sage Sangiacomo, City Manager; Justin Buckingham, Battalion Chief; Eric Singleton, Battalion Chief; Stephanie Abba, Fire District Clerk; and Kristine Lawler, City Clerk.

CHAIR BUSHBY PRESIDING.

2. PUBLIC COMMENT ON NON-AGENDA ITEMS

City Manager Sangiacomo noted that no public presence was online or in the room.

3. UNFINISHED BUSINESS – DISCUSSION/ACTION

a. Continuing Discussion and Recommendation of the Ukiah Valley Fire Authority Preliminary Budget for Fiscal Year 2025/26.

Presenters: Dan Buffalo, Finance Director, Sage Sangiacomo, City Manager; Justin Buckingham, Battalion Chief; Eric Singleton, Battalion Chief.

No public comment was received.

Motion/Second: Orozco/Sher to approve the Fiscal Year 2025/26 Preliminary Budget for the Ukiah Valley Fire Authority and send it back to the City Council the Ukiah Valley Fire District (UVFD) Board of Directors for their consideration and preliminary adoption by the UVFD, and adoption by the City Council on June 18, 2025. Motion carried by the following votes: AYES: Cratty, Sher, Orozco, and Bushby. NOES: None. ABSENT: None. ABSTAIN: None.

4. ADJOURNMENT

There being no further business, the meeting adjourned at 4:50 p.m.

Kristine Lawler, City Clerk