



UKIAH VALLEY FIRE DISTRICT BOARD OF DIRECTORS

GREGORY CAVALIN – SCOTT CRATTY – KEVIN JENNINGS – MICHAEL GRAHAM – PETE BUSHBY

REGULAR MEETING MINUTES

Civic Center Chamber

300 Seminary Avenue, Ukiah, CA 95482

Virtual Meeting Link: <https://us06web.zoom.us/j/87886371755>

December 9, 2025

6:00 P.M.

1. **CALL TO ORDER and ROLL CALL**

The Ukiah Valley Fire District Board of Directors met at a Regular Meeting on December 9, 2025, having been legally noticed on December 5, 2025. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/87886371755>. President Bushby called the meeting to order at 6:00 P.M. with the following **Directors Present:** Scott Cratty, Michael Graham, Kevin Jennings, and Pete Bushby. **Director Absent:** Gregory Cavalin. **Staff Present:** Eric Singleton, Battalion Chief; Justin Buckingham, Battalion Chief (*attending via zoom*); and Kristine Lawler, Clerk.

PRESIDENT BUSHBY PRESIDING.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Director Cratty.

3. **ANNOUNCEMENTS**

No announcements were made.

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

Clerk noted that no public was present.

5. **APPROVAL OF MINUTES**

a. **Approval of the Minutes for the June 4, 2025, Regular Meeting.**

b. **Approval of the Minutes for the October 14, 2025, Regular Meeting.**

Motion/Second: Jennings/Graham to approve the Minutes of June 4, 2025, a regular meeting, and October 14, 2025, a regular meeting, as submitted. Motion **carried** by the following roll call votes: AYES: Cratty, Graham, Jennings, and Bushby. NOES: None. ABSENT: Cavalin. ABSTAIN: None.

6. **UNFINISHED BUSINESS**

No Unfinished Business items were placed on the agenda.

7. **NEW BUSINESS**

a. **Discussion and Consideration to Change the Regular Meeting Start Time to 5:15 p.m.**

Presenter: Kristine Lawler, Clerk.

No public comment was received.

Motion/Second: Graham/Jennings to approve the regular meeting start time to be 5:15 p.m. Motion carried by the following roll call votes: AYES: Cratty, Graham, Jennings, and Bushby. NOES: None. ABSENT: Cavalin. ABSTAIN: None.

b. Approval of Allocation of \$50,082.50 in Fire Mitigation Funds (Fund 918) for the Joint Purchase of Dozer, Transport Truck, and Equipment Trailer, and Authorize the Corresponding Budget Amendment.

Presenters: Eric Singleton, Battalion Chief and Justin Buckingham, Battalion Chief.

No public comment was received.

Board Consensus to direct Staff to inform the Board in the future at the beginning of planning large purchases or projects.

Motion/Second: Cratty/Jennings to approve the allocation of \$50,082.50 in Fire Mitigation Funds (Fund 918) for the joint purchase of a dozer, transport truck, and equipment trailer, and authorize the corresponding budget amendment. Motion carried by the following roll call votes: AYES: Cratty, Graham, Jennings, and Bushby. NOES: None. ABSENT: Cavalin. ABSTAIN: None.

8. COMMUNICATIONS RECEIVED AND FILED – INFORMATION

Clerk noted that all communications had been received and filed.

9. DIRECTOR’S REPORT

Presenters: Director Cratty and Vice President Jennings.

10. CHIEF’S REPORT

Presenter: Eric Singleton, Battalion Chief.


Report was received.

11. ADJOURNMENT

There being no further business, the meeting adjourned at 6:59 p.m.



Pete Bushby, Board President



Kristine Lawler, Clerk of the Board