



Ukiah Valley Fire District Board of Directors 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/87886371755>

Or you can call in using your telephone only:

- Call (toll free) 1 669 444 9171
- Enter the Access Code: 878 8637 1755
- 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.

June 9, 2026 - 5:15 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 for the April 14, 2026, Regular Meeting.

Recommended Action: Approve the minutes for the April 14, 2026, Regular Meeting.

Attachments:

1. 2026-04-14 Draft Minutes

5.b. Approval of the Minutes for the May 12, 2026, Special Joint Meeting.

Recommended Action: Approve the minutes for the May 12, 2026, Special Joint Meeting.

Attachments:

1. 2026-05-12 Special Joint Meeting Draft Minutes

6. UNFINISHED BUSINESS - DISCUSSION/ACTION

7. **NEW BUSINESS - DISCUSSION/ACTION**
8. **COMMUNICATIONS RECEIVED AND FILED - INFORMATION**
9. **DIRECTOR'S REPORT**
10. **CHIEFS REPORTS**
11. **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.

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.

Kristine Lawler, City Clerk
Dated: 6/5/26



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>

April 14, 2026

5:15 P.M.

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

The Ukiah Valley Fire District Board of Directors met at a Regular Meeting on April 14, 2026, having been legally noticed on April 10, 2026. 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 5:15 P.M. with the following **Directors Present:** Gregory Cavalin, Scott Cratty, Kevin Jennings, and Pete Bushby. **Directors Absent:** Michael Graham. **Staff Present:** Ryan Nelson, Battalion Chief; Eric Singleton, Battalion Chief; Doug Hutchison, Fire Chief; Traci Boyl, Ukiah Senior Management Analyst; Sage Sangiacomo, Ukiah City Manager; and Araceli Sandoval, Deputy Clerk of the Board.

PRESIDENT BUSHBY PRESIDING.

2. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Battalion Chief Nelson.

3. **ANNOUNCEMENTS**

Clerk announced that the Fire Executive Committee regular meeting of May 12, 2026, is cancelled, and in its place, a joint special meeting between the Ukiah City Council and the Ukiah Valley Fire District Board of Directors is scheduled to be held at 5:15 at the Ukiah Valley Conference Center.

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

President Bushby stated that no members of the public were present.

5. **APPROVAL OF MINUTES**

a. Approval of the Minutes for the February 10, 2026, Regular Meeting.

Motion/Second: Cratty/Cavalin to approve the minutes for the February 10, 2026, a regular meeting, as submitted. Motion **carried** by the following roll call votes: AYES: Cavalin, Cratty, Jennings, and Bushby. NOES: None. ABSENT: Graham. ABSTAIN: None.

6. **UNFINISHED BUSINESS**

No Unfinished Business items were placed on the agenda.

7. **NEW BUSINESS**

a. Approval of \$518,268.08 in Mitigation and Measure B Funds for a United States Department of Agriculture Disaster Grant Match for a 107-Foot Ladder Truck and Deferring Training Tower Project.

Presenter: Eric Singleton, Battalion Chief.

No public comment was received.

Motion/Second: Jennings/Bushby to approve \$123,588.00 in mitigation funds and \$394,680.08 in Measure B funds, totaling \$518,268.08, to meet the 25% local match requirement for a United States Department of Agriculture Community Facilities Disaster Grant for the purchase of a Pierce Enforcer 107-foot single rear axle ladder apparatus; and defer the Measure B-funded training tower project until a suitable site is secured and funding is available in the FY 2027–28 budget. Motion carried by the following roll call votes: AYES: Cavalin, Cratty, Jennings, and Bushby. NOES: None. ABSENT: Graham. ABSTAIN: None.

8. **COMMUNICATIONS RECEIVED AND FILED – INFORMATION**

Clerk noted that no communications had been received.

9. **DIRECTOR’S REPORT**

Presenter: Vice President Jennings.

10. **CHIEF’S REPORT**

Presenter: Doug Hutchison, Fire Chief.

a. Financial Report and Disbursements for February 1, 2026, through March 30, 2026.

Presenter: Eric Singleton, Battalion Chief and Oliver MacDonald, Ukiah Finance Controller.

No public comment was received.

Motion/Second: Cavalin/Cratty to receive financial report and disbursements for February 1, 2026, through March 30, 2026. Motion carried by the following roll call votes: AYES: Cavalin, Cratty, Jennings, and Bushby. NOES: None. ABSENT: Graham. ABSTAIN: None.

THE UKIAH VALLEY FIRE DISTRICT BOARD OF DIRECTORS ADJOURNED TO CLOSED SESSION AT 5:42 P.M.

11. **CLOSED SESSION**

a. **Conference with Labor Negotiator (54957.6)**

Agency Designated Representative: Sage Sangiacomo, City Manager

Employee Organizations: Ukiah Professional Firefighters Association

No action reported; direction provided to Staff.

12. **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:10 p.m.

Pete Bushby, Board President

Araceli Sandoval, Deputy Clerk of the Board

CITY OF UKIAH
CITY COUNCIL and UKIAH VALLEY FIRE DISTRICT MINUTES
Special Joint Meeting
UKIAH VALLEY CONFERENCE CENTER
200 South School Street, Ukiah, CA 95482

Virtual Meeting Link: <https://us06web.zoom.us/j/85339305925>

May 12, 2026
5:15 p.m.

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Ukiah City Council and the Ukiah Valley Fire District (UVFD) Board of Directors met at a Special Joint Meeting on May 12, 2026, having been legally noticed on May 8, 2026. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/85339305925>. President Bushby called the meeting to order at 5:18 p.m. Roll was taken with the following **Councilmembers Present:** Douglas F. Crane, Mari Rodin, Heather Criss, Juan V. Orozco, and Susan Sher. **UVFD Board of Directors Present:** Scott Cratty, Michael Graham, Kevin Jennings, and Pete Bushby. **UVFD Board of Directors Absent:** Gregory Cavalin. **Staff Present:** Sage Sangiacomo, City Manager; Traci Boyl, Senior Management Analyst; Dan Buffalo, Finance Director; Douglas Hutchison, Fire Chief; and Araceli Sandoval, Deputy City Clerk. **Additional Staff Present:** Oliver MacDonald, Finance Controller; Eric Singleton, Battalion Chief; Justin Buckingham, Battalion Chief; Ryan Nelson, Battalion Chief; and Matt Keizer, Chief Building Official.

PRESIDENT BUSHBY PRESIDING.

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

2. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

No public comment was received.

3. UNFINISHED BUSINESS

4. NEW BUSINESS

a. Ukiah Valley Fire Authority Budget Workshop and Operational Update.

Presenters: Traci Boyl, Senior Management Analyst; Douglas Hutchison, Fire Chief; Ryan Nelson, Battalion Chief; Justin Buckingham, Battalion Chief; Sage Sangiacomo, City Manager; Eric Singleton, Battalion Chief; Matt Keizer, Chief Building Official; and Dan Buffalo, Finance Director.

Comment from Staff: Hermano Moore, Fire Captain.

No public comment was received.

RECESS: 6:54 – 7:03 P.M.

The City Council and UVFD Board of Directors participated in a discussion regarding the Ukiah Valley Fire Authority administration and operations.

4. ADJOURNMENT

There being no further business, the meeting adjourned at 8:28 p.m.

Pete Bushby, Board President

Araceli Sandoval, Deputy City Clerk