



Diversity and Equity Standing Committee
Regular Meeting Agenda

(to be held both at the physical and virtual locations below)
Ukiah Valley Conference Center
200 South School Street, Ukiah, CA 95482

To participate or view the virtual meeting, go to the following link:
<https://us06web.zoom.us/j/99995172194>

March 22, 2023 - 6:00 PM

1 ROLL CALL

2 AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The Diversity and Equity Committee welcomes input from the audience that is within the subject matter jurisdiction of the Committee. If there is a matter of business on the agenda that you are interested in, you may address the Committee when this matter is considered. If you wish to speak on a matter that is not on this agenda, 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.

3 INTRODUCTIONS/PRESENTATIONS

3.a. City News and Updates. (Not to exceed 5 min.)

Recommended Action: Receive report from Committee Member Dueñas.

Attachments: None

4 INTENTIONS

Inspirational, spiritual, encouraging words, short reading, or prayer that sets the tone for our work: to inspire, acknowledge our collective purpose, and focus our energies as many working as one.

4.a. Committee to Discuss and Assign Intentions. (Not to exceed 10 min.)

Recommended Action: Discuss and Assign Intentions

Attachments: None

5 APPROVAL OF MINUTES

5.a. Approval of the Minutes for the February 22, 2023, Regular Meeting.

Recommended Action: Approve the Minutes for the February 22, 2023 Regular Meeting.

Attachments:

1. February Regular Minutes

6 MONITORING THE IMPLEMENTATION OF THE EQUITY ACTION PLAN BY OBJECTIVES AND PERFORMANCE MEASURES

6.a. Review the Equity Action Plan Updates and Goals. (Not to exceed 20 min.)

Recommended Action: Receive presentation and report.

Attachments:

1. Equity Action Plan Progress Report

6.b. Ad Hoc Member Report. (Not to exceed 20 min.)

Recommended Action: Ad Hoc members, Martinez, Marston, and Tognoli will provide recommendations for City leadership on implementation of the Equity Action Plan.

Attachments: None

7 ANNOUNCEMENTS

8 ADJOURNMENT

Please be advised that the City 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 City 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 Equity and Diversity Committee after distribution of the agenda packet are available for public inspection at the front counter at the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482, during normal business hours, Monday through Friday, 8:00 am to 5:00 pm.



AGENDA SUMMARY REPORT

SUBJECT: Approval of the Minutes for the February 22, 2023, Regular Meeting.

DEPARTMENT: City Manager /
Admin

PREPARED BY: Maria Ceja, Administrative Analyst

PRESENTER:

ATTACHMENTS:

1. February Regular Minutes

Summary: Approval of the Minutes for the February 22. 2023, Regular Meeting.

Background:

Discussion:

Recommended Action: Approve the Minutes for the February 22, 2023 Regular Meeting.



Diversity and Equity Standing Committee

Regular Meeting Minutes

February 22, 2023 - 6:00 PM

1 **ROLL CALL**

Present: Orozco, Duenas, Martinez, Gorny, Jackson, Marston, Upadhyay, Tognoli

Absent: Qiu

Absent by Prior Arrangement: Upadhyay, Jones

Staff Member Ceja informed the committee of receiving a Letter of Resignation from Committee Member Jones. Committee Member Marston requested this be placed on next month's agenda for discussion under New Business.

Also Present: Jessica Johnson, Project Manager, Rural Communities Housing Development Corporation; Willow Anderson, Mendocino County Department of Social Services

2 **INTENTIONS**

Committee Member Tognoli shared inspirational, spiritual, encouraging words in honor of Black History Month; to inspire, acknowledge our collective purpose, and focus our energies as many working as one.

3 **AUDIENCE COMMENTS ON NON-AGENDA ITEMS**

Deputy City Manager, Shannon Riley, updated the committee on the Ukiah Police Chief recruitment. The hiring committee is taking every step possible to insure the right person is hired and not rushing the process.

4 **APPROVAL OF MINUTES**

Approval of the Minutes for the January 25, 2023, Regular Meeting

Motion/Second: Marston/Orozco to approve the minutes of the February 25, 2023, Diversity and Equity Committee Regular meeting as submitted. Motion carried by the following roll call votes:

AYES: Orozco, Duenas, Martinez, Gorny, Jackson, Marston, Tognoli

NOES: None

ABSENT: Qui, Upadhyay, Jones

ABSTAIN:

5 **INTRODUCTIONS/PRESENTATIONS**

City of Ukiah Chief Planning Manager, Jesse Davis provided a brief presentation and lead a discussion regarding the Environmental Justice initiatives. The following points were discussed:

- Equity in the "Rules" of Zoning:
- Equity in the "People" in Zoning
- Equity in the "Map" of Zoning Districts
- Need for Local, State, and National Action
 - Reduce exclusionary Zoning Powers
 - SB 9; ADU Laws (Post 2017)
 - Encourage Equitable Development

SB 244 (DUCs); SB 1000 (EJ)

- Cross-Cutting Issues – Beyond Zoning & Planning
 - Real Estate, Property Appraisal & Lending Practices
 - Infrastructure, Public Facilities and Financing
 - Private Covenants and HOAs
 - History – Good, Bad and Ugly
 - Incremental Wealth
 - Property Taxes and Financial Structures

For more information or questions please contact City of Ukiah Chief Planning Manager, Jesse Davis by phone at 707-463-6207 or via email at jdavis@cityofukiah.com.

6 UNFINISHED BUSINESS

- 6.a. Discussed the acceptance of proclamations for the City of Ukiah. Staff Member Ceja indicated the following measures have been put in place to allow committee members plenty of time to find someone representing that group to receive the proclamations on behalf of those groups. Staff Member Ceja will be emailing the proclamation leads giving them plenty of time to edit the proclamations and find someone to receive it on behalf of that group. Staff Member Ceja also emailed committee members a Schedule of Proclamations with dates when the City Council will be presenting each proclamation.
- 6.b. Discussion on the status of the City of Ukiah Communication Survey. Thirty (30) out of one hundred ten (110) surveys have been returned. Members were encouraged to reach out to the community they represent to get them completed. Reach out to Staff Member Ceja if you need hard copies.

7 MONITORING THE IMPLEMENTATION OF THE EQUITY ACTION PLAN BY OBJECTIVES AND PERFORMANCE MEASURES

- 7.a. 2022 Equity Action Plan presented by Staff member Ceja and discussed.
- 7.b. No report from Ad Hoc; unable to meet. Ad Hoc will schedule a meeting date and time after the meeting. Committee Member Marston requested we place this as an item on the agenda under New Business for discussion next month in case any other committee members are interested in joining the Ad Hoc since Committee Member Jones will no longer be on the Ad Hoc.

8 ADJOURNMENT

Meeting adjourned at 7:10 p.m.

Minutes Submitted by Maria Ceja, Committee Advocate

Equity Action Plan



March 2023

REPORT

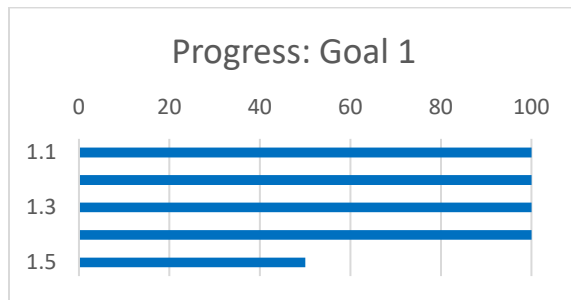
City of Ukiah, Diversity & Equity Committee



GOAL 1. Create and sustain an equitable, diverse, and inclusive workplace and workforce that reflects, values, and celebrates the diverse community we serve.

STRATEGY: Consistently, clearly, and boldly communicate that diversity, equity, and inclusion (DEI) are critical to the City's values

1.1	Create and adopt a Diversity, Equity and Inclusion statement	CM Office/Diversity and Equity Committee	Statement created	12/22	100%
1.2	Integrate the Diversity, Equity, and Inclusion statement into City initiatives and communication materials	CM Office/Diversity and Equity Committee	Statement will be integrated into City initiatives and communication materials	12/22	100%
1.3	Create a schedule of recommended proclamations to celebrate the diversity of our community and educate and raise awareness of diversity, equity, and inclusion related issues	CM Office/Diversity and Equity Committee	Schedule of recommended Proclamations received by City Council	12/11	100%
1.4	Create an Equity webpage on the City's website	CM Office	webpage created	12/22	100%
1.5	Create a social media and website campaign that highlights the value of the diversity of the organization	CM Office	Social media and website campaigns created and initial roll-out has begun	7/22	50%



Notes:

February 23

1.2 Inclusion statement has been integrated into the following: Website – home page, email signature lines, HR recruitment process, and the Annual Employee City Priorities Handout

1.5 At least one DE post per month going on social media

October 22

1.5 Social media campaign continued

July 22

1.5 Social media campaign continued

June 22

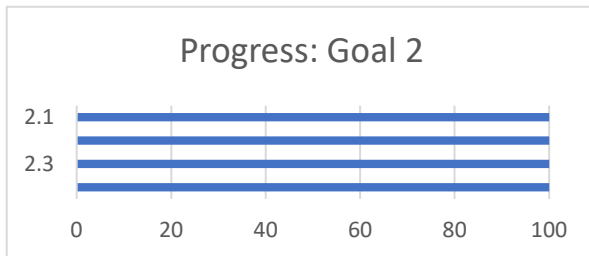
1.1 Statement created and approved by DEI 3/22

1.2 Inclusion statement being integrated into a number of communication materials: email signature lines, applications, website, and social media.

GOAL 2. Eliminate internal and external barriers to Diversity, Equity, and Inclusion within the systems of the organization.

STRATEGY A: Improve access to City communication, public meetings, and essential services to remove barriers to inclusivity.

2.1	Develop a plan to improve the accessibility of public meetings	CM Office/City Clerk	Plan created and ready for implementation	07/23	100%
2.2	Identify, develop, and implement strategies to improve the accessibility to including but not limited to, the City's website, social media content, program applications, and requests for proposal	CM Office	Documented identified strategies implemented	07/23	100%
2.3	Evaluate essential services to identify strengths and to identify and remedy barriers	CM Office	Documented process for essential service evaluation, including strengths and barriers, and identified remedies. Documented summary of identified barriers and action taken to remedy.	07/23	100%
2.4	Provide ongoing education and training on the plans and strategies identified	CM Office/HR Dept.	Summary of education and training activities related to identified strategies	12/23	100%



Notes:

March 23

- 2.3 These have been documented in the Municipal Service Plan (MSP) adopted in December 2022
- 2.4 (see notes from 2.3)

January 23

- 2.1 Upgrades are complete for Chamber & meeting rooms three and five. Regular maintenance is required going forward
- 2.3 Integrated DEI initiatives into the 2040 General Plan, Council's Strategic Plan, and ASR's
- 2.4 Provided training on the tracking tools to all staff writers and directors

December 22

- 2.3 Added tools for identifying Diversity, Equity and Inclusion, Climate Initiative and General Plan into the Agenda Summary Reports and budget
- 2.4 Provided training on new tools

July 22

- 2.2 City has a new website with full ADA accessibility including accessibility to essential services applications, RFB's and RFP's (www.cityofukiah.com)
- 2.3 City of Ukiah has a new utility billing platform which includes the ability to register, track and pay utility bills online

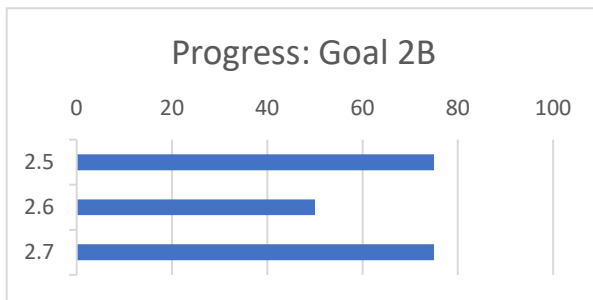
June 22

- 2.1 All Committee and council Meetings now available in hybrid format
- 2.2 City's website is being updated to include accessibility functions, social media content and applications are being translated into Spanish

GOAL 2. Eliminate internal and external barriers to Diversity, Equity, and Inclusion within the systems of the organization.

STRATEGY B: Improve the organization’s recruitment, development, and retention practices to remove barriers within these processes.

2.5	Review recruitment, development, and retention practices to identify barriers to employment and create a plan to reduce those barriers, including but not limited to the development and implementation, of a recruitment plan designed to increase employment that accurately reflects the community we serve	CM Office/HR Dept.	Recruitment, development, and retention practices plan complete and ready for implementation.	07/23	75%
2.6	Develop and implement an oversight process to ensure diversity in hiring, evaluation, and promotion	CM Office/HR Dept	Oversight process developed and implemented.	12/22	50%
2.7	Develop annual employee surveys that include diversity, equity, and inclusion topics and identify a review team to assess the survey, prepare a summary, and make recommendations to city leadership	CM Office/HR Dept	Annual survey developed. The review team identified.	12/22	75%



Notes:

February 23

2.7 Cross departmental team identified, and questions selected will be put into annual employee survey

October 22

2.5 Internal team continues to meet and has a plan that will be presented to City leadership by year-end

August 22

2.5 Internal team continues to meet and has now formed 3/5 goals to improve recruitment, promotion, etc.

2.6 Continuing (see 2.5)

July 22

2.5 Continuing - Internal team (five members – HR, CM Office, Finance, PW, PD mid-management level) meeting regularly and have begun plan draft

2.6 Continuing - Internal team formed (see 2.5)

2.7 Survey draft developed

June 22

2.5 Internal team (five members – HR, CM Office, Finance, PW, PD mid-management level) meeting regularly and have begun plan draft

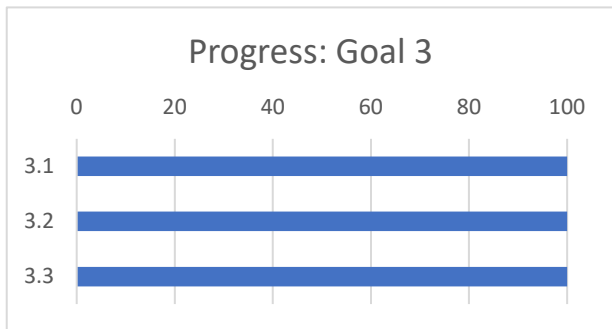
2.6 Internal team formed (see 2.5)

2.7 Survey draft developed

GOAL 3. Recruit, retain, and advance a community of staff that reflects, values, and celebrates the diversity of the community we serve.

STRATEGY: Strengthen the City to advance diversity, equity, and inclusion efforts and to provide equitable and inclusive opportunities for advancement for all staff. Listen to City staff, committee, commission, and Council members, and value and consider their opinions, perspectives, and actions.

3.1	Create a mentorship program to create mentoring opportunities throughout the organization.	CM Office	Program created and implemented	07/22	100%
3.2	Mandate diversity, equity, and inclusion training for all new hires during the orientation process	CM Office/HR Dept.	Diversity, Equity, and Inclusion training included in new employee orientation process and diversity, equity, and inclusion training scheduled for all employees	07/22	100%
3.3	Mandate biannual diversity, equity, and inclusion training for all current employees	CM Office/HR Dept.		07/22	100%



Notes:

March 23

3.1 Mentorship program rolled out to mentors (on 2/28/23)

February 23

3.2 Trainings completed on February 8 and 9, 2023. Ongoing training requirement incorporated into HR process

3.3 (see notes from 3.2)

December 22

3.2 Trainings scheduled

3.3 (see notes from 3.2)

October 22

3.2 Training/trainer has been identified and HR Dept. will work to schedule this training early 2023

3.3 (see notes from 3.2)

August 22

3.2 Committee met and discussed training goals/trainers

3.3 Staff have begun contacting trainers

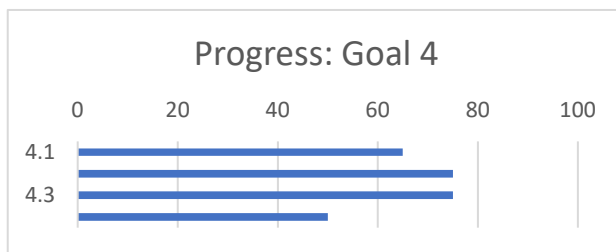
June 22

3.1 Mentorship program created

GOAL 4. Identify and actively engage underrepresented communities in which to retain, expand, develop, and implement programs

STRATEGY: Leverage existing resources to conduct asset mapping and develop a needs assessment with recommendations inclusive of input from underrepresented members of the community.

4.1	Coordinate with existing groups representing the diversity of the community we serve to identify the best methods for connecting with those groups	CM Office/Diversity and Equity Committee	Detailed database of identified groups and their contact info. including best ways to connect	12/22	65%
4.2	Conduct focus groups and listening sessions	CM Office/Diversity and Equity Committee	Documented summary of focus group and listening sessions	12/22	75%
4.3	Conduct community-wide surveys	CM Office	Documented summary of surveys and results	12/22	75%
4.4	Provide ongoing recommendations regarding the need assessment to City leadership	CM Office/Diversity and Equity Committee	Quarterly recommendation reports from the Ad Hoc to City leadership	12/22	50%



Notes:

March 23

- 4.2 CM's Office conducted focus groups with all City staff to gather input; CM's office provides input and gathers feedback as a UVSD Community Advisory Member, Councilmember Orozco provides input/feedback as a member of UVA
- 4.3 Community Services has solicited community input on programs/services through the following methods: In-person communication, social media, and email communication has conducted three community forums/focus groups to gather input on parks, open spaces, recreational programs

February 23

- 4.1 Staff have reached out to existing groups to identify point of contact
- 4.4 Ad Hoc members continue to provide monthly recommendations

December 22

- 4.1 Created list of groups/agencies supporting the diversity of the community

October 22

- 4.1 Survey created
- 4.4 (see notes for 4.1)

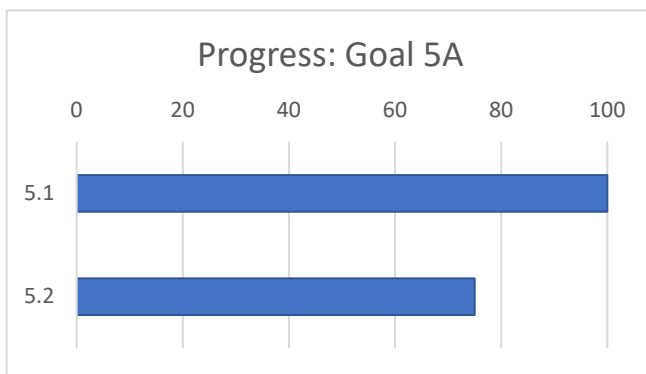
July 22

- 4.1 Requested a list of contacts from the Diversity and Equity Committee, met with Social Services DEI Committee to explore collaboration opportunities. Social Services DEI to present to City's Diversity and Equity Committee on

GOAL 5. Instill diversity, equity, and inclusion as essential core elements of policy-making, accountability, and delivery of City services.

STRATEGY A: Increase the diversity of the City's Boards, Commissions, and Committees to accurately reflect the diversity of the community we serve.

5.1	Add diversity/inclusivity questions to all board, commission, and committee applications to evaluate applicants' understanding of/and experience working with diverse groups	CM Office/City Clerk	Diversity and inclusivity questions included on all board, commission, and committee applications	07/22	100%
5.2	Identify and implement methods of engaging and advertising employment and board/committee openings to reach a more diverse audience of potential applicants	CM Office/HR Dept.	Identified summary of methods implemented to engage and advertise for employment and board/committee openings.	07/22	75%



Notes:

March 23

4.2 Press release informing of DE vacancies.

July 22

5.2 Board, commission, and committee openings are now being shared on social media, and sent to the DEI Committee via email distribution list

June 22

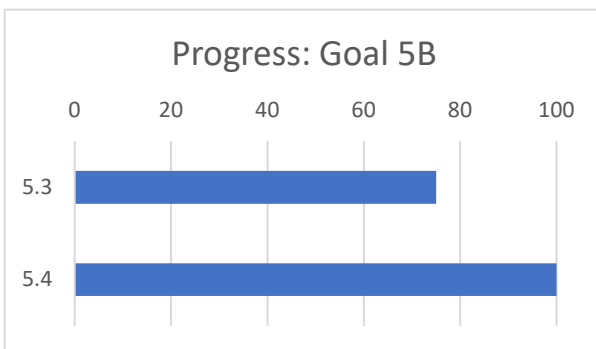
5.1 Inclusion questions added to all boards, commissions, and committee applications

5.2 Internal employee team have identified methods for increasing a diverse audience of potential applicants (summary of methods to be discussed at the upcoming workshop June 22, 2022)

GOAL 5. Instill diversity, equity, and inclusion as essential core elements of policy-making, accountability, and delivery of City services.

STRATEGY B: Improve the quantity, quality, and accessibility of City programs to reflect the needs of the diverse community we serve.

5.3	Conduct a community-wide survey to assess program needs and/or interests in the community	CM Office	Survey with results conducted	12/22	75%
5.4	Complete an inventory and analysis of existing programs to identify gaps and create a plan to reduce the identified gaps	CM Office	Analysis complete, gaps identified, and a plan to reduce the gaps ready for implementation.	12/22	100%



Notes:

March 23

5.3 (This item is a duplicate of 4.2.)

5.4 LanguageLine Solutions was programed on all City of Ukiah Desk phones and was communicated to all employees via email (on 2/28/23)

5.4 These have been covered in the Municipal Service Plan (MSP) adopted in December 2022

January 23

5.4 Executive team reviewing strategic plan to identify gaps. Strategic planning sessions planned for late spring

December 22

5.3 Committee conducted community survey

5.4 Environmental Justice Initiatives incorporated into the 2040 General Plan

June 22

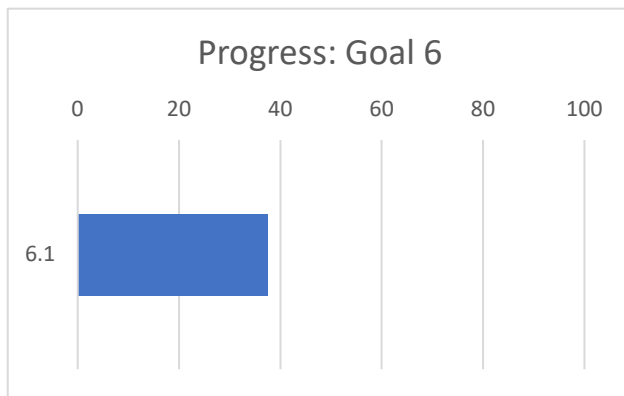
5.1 N/A

5.2 N/A

GOAL 6. Ensure accountability in the implementation of goals and assessment of progress toward outcomes

STRATEGY: Develop external processes to preserve and ensure accountability in the process and implementation of goals, strategies, and critical steps to evaluate the progress towards the outcomes and goals and to assist in the annual accountability report to the Ukiah City Council.

6.1	Celebrate achievements and make recommendations for corrective action through ongoing monitoring and quarterly evaluations by the Ad Hoc	CM Office/Diversity and Equity Committee	Quarterly progress reports and press releases summarizing recommendations and achievements	4/22	37.5%
-----	--	--	--	------	-------



Notes:

January 23

6.1 Third press report released 01/23

August 22

6.1 Second press report released 08/22

June 22

6.1 First press report released 4/22

NOTES:

March 2023

- **Link to the Municipal Service Plan (MSP)**
https://www.mendolafco.org/files/831604d10/2022+Ukiah+MSR-SOI+Adopted_Complete.pdf
- **Focus groups/listening sessions identified for staff/City Council:**
 - **Ukiah Unified Community Advisory Board**
 - **Public Spaces Meetings**
 - **Department of Social Services**
 - **Ukiah Vecinos en Acción**
 - **City Manager Small Team meetings with employees**
- **Community Services has solicited community input on programs/services through the following methods:**
 - **In-person communication**
 - **Social media**
 - **Email communication**
- **Ukiah City Staff reached out to the following community agencies/organizations:**
 - **Redwood Community Services**
 - **Mendocino County Social Services**
 - **Ukiah Senior Center**
 - **RCHDC**
 - **Mendocino County Youth Project**
 - **Mendocino College**
 - **Native Resource Center/Native American Aging**
 - **Ukiah Vecinos en Accion**
 - **Mendocino Latinx Alliance**
 - **North Coast Opportunities**
 - **Dharma Rehl Buddhist University**
 - **Ukiah Adventist Health**

February 2023

- **Diversity, Equity and Inclusion statement has been integrated into the City Initiatives and communication materials.**
- **Diversity, Equity, and Inclusion trainings have been completed and incorporated into HR process**

January 2023

- **Annual accountability report to Council January 11, 2023**

December 2022

- **Press release to be scheduled for early January**

October 2022

- **Community Services Department made specific efforts towards inclusivity and highlighted the diversity of our community at the recent Pumpkinfest through the following actions:**
 - **Parade announcements were given in Spanish and English**
 - **Pumpkinfest advertising was provided in multiple languages**
 - **The parade's Grand Marshall was Councilwoman Duenas**

- And performances by: Instilling Goodness school performed with traditional Chinese dancers and music, Xa-Ben-N-Po Pomo dancers, and Ballet Folkorico dancers
- Requests for proposals were sent to find a DEI trainer. A proposal has been accepted and DEI training for staff will be scheduled for early 2023. (See proposal attached)

August 2022

Due to fire season, progress on the Equity Action Plan slowed this past month although work continues at a steady pace.

- A second press release was issued on 8/2/2022
- Internal Recruitment/Promotion team making significant progress in their plan
- Committee met to assist with a training plan
- New programs are being implemented for electric bikes and energy rebates for low-income customers

July 2022

July brought significant updates to City technology to improve accessibility and expand access to reach even more members of our community. Technological updates include the following:

- A new ADA-accessible, mobile-enabled website with language options and a comprehensive FAQ.
- A new online utility billing payment portal. Access and pay your utility bill online.
- New employment recruitment portal. The recruitment portal allows users to save resumes/applications, sign up for job alerts based on their preferences, and apply for and submit electronic paperless application

May 2022

- Diversity, Equity, and Inclusion priorities are incorporated into the City Council's Strategic Plan (Strategic Plan updated and adopted with the annual budget each year)
- Police Chief assisted in the facilitation and coordination of the Lake and Mendocino County First Responder Autism Seminar (engaging underrepresented populations to improve services)
- Police Department is providing recruitment flyers in English and Spanish
- PD created a process for improving response to persons with access and functional needs
- Fire Department created living/sleeping quarters to accommodate all genders
- Community Development held Housing Element workshops and CDBG utility assistance workshops in Spanish; provided child care as well
- Developing a needs assessment related to parks and recreation
- Applied for and received Outdoor Equity Grant to develop parks in underrepresented communities

Agenda Staff Reports DEI Tracking:

Date	Agenda Item	Title	Department	DEI 1	DEI 2	DEI 3	DEI 4	DEI 5	DEI 6
12/7/2022	7.a. 2022-2205	Authorize the City Manager to Negotiate and Execute a Memorandum of Understanding with the Mendocino Land Trust to Collaborate on the Assessment and Management of City-Owned Open Spaces	Community Services				X		
12/7/2022	7.c. 2022-2208	Approval of a Budget Amendment in the Amount of \$13,327 for the Renewal of Zoom Video Communications.	Finance		X				
12/7/2022	11.a 2022-2236	Public Hearing and Consideration of the Ukiah 2040 General Plan including 1) Adoption of a Resolution Certifying the Environmental Impact Report, Adopting Findings of Fact; Adopting a Statement of Overriding Considerations; and Approving a Mitigation, Monitoring, and Reporting Program; and 2) Adoption of a Resolution adopting the Ukiah 2040 General Plan.	Community Development		X		X		X

12/7/2022	12.a. 2022-2211	Consideration and Acceptance of Contract Pertaining to Wood, Green, and Mixed Organic Waste.	Finance	
12/7/2022	12.c. 2022-2222	Approval of Award of Contract to Magellan Broadband for Implementation of the “Digital Infrastructure Design and Implementation Plan” in the amount of up to \$252,339, Authorize the City Manager to Negotiate and Execute Agreement, and Approve Corresponding Budget Amendments.	Electric Utility	X
12/7/2022	13.a. 2022-2203	Authorization for City Manager to Negotiate and Execute Joint Venture Agreement with County of Mendocino for Conversion of the Low Gap Park Tennis Courts to Pickleball Courts	Community Services	X
12/21/2022	8.d. 2022-2282	Consideration of Approval of Scope of Work for Advance Planning Environmental Subconsultant Rincon to Prepare an Updated Demolition Ordinance; Approval of Contract Amendment with Mintier Harnish; and Approval of Corresponding Budget Amendment.	Community Development	
12/21/2022	13.a. 2022-2289	Consider Adoption of Resolution Adopting a 2023 Advocacy Platform to Serve as Guidelines for Local, State, and Federal Legislative Matters.	City Manager Admin	X
1/11/2023	4.a. 2022-2291	City Council to Receive the Annual Diversity and Equity Report.	City Manager Admin	X

1/11/2023	8.a. 2022-2292	Approve a Budget Amendment for Solid Waste Clean-Up and Abatement Activities in the Amount of \$34,000.	Finance				
1/11/2023	8.b. 2023-4	Adoption of Resolution Approving the City of Ukiah's Qualified Contractors List for 2023.	City Clerk	X			
1/11/2023	8.e 2023-2167	Consideration of Adoption of Resolution Reappointing Members to the Diversity and Equity Standing Committee.	City Clerk				X
1/11/2023	8.g. 2022-2248	Report to Council for the Purchase of Services from SMB Environmental for Environmental Construction Inspection and Monitoring Services for the Recycled Water Project – Phase 4 at the WasteWater Treatment Plant, in the Amount of \$56,000.	Public Works				
1/11/2023	8.i. 2023-2287	Approve Award of Contract to the KPA Group for Phase Two Design Services for the City's Customer Service Center at 501 South State Street in the Amount of up to \$117,625.	Consent Calendar				
2/1/2023	4.a. 2023-2310	Proclamation Recognizing February 2023 as Black History Month in the City of Ukiah.	City Manager / Admin	X		X	X

2/1/2023	8.b. 2023-2290	Request for Budget Amendment in the Amount of \$7,500 to Cover Unexpected Parks Department Vehicle Maintenance Costs.	Community Services	
2/1/2023	8.c. 2023-2166	Approval of Plans and Specifications for the Great Redwood Trail Phase 4 Project, Specification No. 21-02, and Direct Staff to Advertise for Bids.	Public Works	X
2/1/2023	8.d. 2023-2308	Approve Plans and Specifications for the Fish Hatchery Supply Pump Replacement Project, Specification 23-04, and Direct Staff to Advertise for Bids.	Electric Utility	
2/1/2023	8.i. 2023-2320	Consideration of Nomination and Possible Adoption of a Resolution Appointing Rob Fitzsimmons to the Public Spaces Commission.	City Clerk	X
2/15/2023	4.a. 2023-2359	Proclamation Recognizing the Month of February as Teen Dating Violence Awareness and Prevention Month in the City of Ukiah.	Police	X
2/15/2023	4.b. 2023-2360	Presentation by Mendocino County Staff Regarding the County Museum Strategic Plan.	City Clerk	X
2/15/2023	8.b. 2023-2358	Adoption of Resolution Appointing William Hawkes and Tom Liden to the Design Review Board.	City Clerk	X

2/15/2023	8.c. 2023-2371	Approve Change Order #1 to Ghilotti Construction Company in the Amount of \$185,898.65 for Additional Drain Inlets, Curb and Gutter Work, and Striping for Pedestrian/Bicycle Lanes for the Dora Street Utility Improvement Project Spec 19-01.	Public Works
2/15/2023	8.e 2023-2373	Approval of Contract Amendment in the Amount of \$71,326.00 with Larry Walker and Associates for Technical Permitting Assistance Related to the City's National Pollutant Discharge Elimination System (NPDES) Permit and Recycled Water Permit.	Public Works
3/1/2023	13.a 2023-2420	Update on FEMA's Effort To Adjust the Flood Maps that Affect the City of Ukiah Property Owners and Provide/Authorize Any Other Direction as Might be Deemed Necessary.	Public Works

[illegible]

DEI Press Release Tracking:

Press Release	PR Content	Actual Release Date
DEI Adoption/Plan	Ukiah, CA. April 7, 2022. The City of Ukiah Diversity and Equity Committee would like to honor and celebrate the work of City staff and the Diversity, Equity Committee.	4/7/2022
DEI Celebrating Accomplishments	Ukiah, CA. August 3, 2022. Six months after the adoption of the City of Ukiah's Equity Action Plan, the Diversity and Equity Committee is already celebrating numerous accomplishments in its implementation: City of Ukiah, CA.	8/3/2022
DEI Annual Report	Ukiah, CA. January 6, 2023. The City of Ukiah Diversity and Equity Committee would like to invite the community to join in celebrating the goals and accomplishments of City staff and the Diversity and Equity Committee, which will be presented to the Ukiah City Council with an annual report on January 11, 2023. requirements for the deaf and hard of hearing. This is an example of another accomplishment in the process of eliminating internal and external barriers to diversity, equity and inclusion within the systems of the organization.	1/6/2023
DEI Committee Vacancies	Ukiah, CA. March 13, 2023. The City of Ukiah is currently recruiting for several vacancies on the Diversity and Equity Committee. Qualified candidates, who would like to make a difference in their community and are interested in serving as a committee member are encouraged to apply.	3/14/2023