



Diversity and Equity Standing Committee

Regular Meeting Agenda

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

Ukiah Valley Conference Center (UVCC)

200 S School Street, Ukiah, CA 95482

To participate or view the virtual meeting, go to the following link:

<https://us06web.zoom.us/j/99995172194>

October 23, 2024 - 6:00 PM

1 ROLL CALL

2 AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The Diversity and Equity Committee (DEC) welcomes input from the audience that is within the subject matter jurisdiction of the DEC. 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 APPROVAL OF MINUTES

Action Item; not to exceed five (5) minutes.

3.a. Approval of the Minutes for the August 28, 2024, Regular Meeting.

Recommended Action: Approval of the Minutes for the August 28, 2024, Regular Meeting. (Action Item; not to exceed five (5) minutes.)

Attachments:

1. August Regular Minutes

4 COMMITTEE MEMBER REPORTS AND ANNOUNCEMENTS

Non-Action Item; not to exceed ten (10) minutes.

4.a. Committee Member Reports and Announcements.

Recommended Action: The Committee will receive Committee Member reports and announcements. (Non-Action Item; not to exceed ten (10) minutes.)

Attachments: None

5 UNFINISHED BUSINESS

Non-Action Item; not to exceed five (5) minutes.

5.a. PumpkinFest Debrief.

Recommended Action: The Committee will receive a report on the PumpkinFest community event. (Non-Action Item; not to exceed five (5) minutes.)

Attachments: None

6 NEW BUSINESS

Not to exceed sixty (60) minutes, all items combined.

6.a. Discuss and Take Action to Cancel the Regular Meeting of December 25, 2024.

Recommended Action: The Diversity and Equity Committee will discuss and take action to cancel the Regular Meeting of December 25, 2024, due to the holiday. (Action Item; not to exceed five (5) minutes.)

Attachments: None

- 6.b. Discuss and Provide Input on Current and Future Parks and Recreation Needs.

Recommended Action: The Committee will receive a presentation from Parks and Recreation Director Davis, and give input on the current and future parks and recreation needs. (Non-Action Item; not to exceed twenty (20) minutes.)

Attachments:

1. Press Release

- 6.c. Report Regarding Committee Attendance, Vacancies, and Recommendations for Restructure.

Recommended Action: The Committee will receive a report regarding committee attendance, vacancies, upcoming meeting schedule, and staff recommendations. (Non-Action Item; not to exceed fifteen (15) minutes.)

Attachments:

1. Roster
2. Member Terms

- 6.d. Report and Discussion on the Grace Hudson Museum's *Stories of People and Place: A 2026 Exhibition*.

Recommended Action: The Committee will receive a presentation, discuss, and provide feedback on potential collaborators and sites that should be considered for the Grace Hudson Museum's *Stories of People and Place: A 2026 Exhibition*. (Non-Action Item; not to exceed twenty (20) minutes.)

Attachments: None

7 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 August 28, 2024, Regular Meeting.

DEPARTMENT: City Manager / Admin

PREPARED BY: Maria Ceja, Administrative Analyst

PRESENTER: _____

ATTACHMENTS:

1. August Regular Minutes

Summary: Committee Advocate Ceja to present the Minutes for the August 28, 2024, Regular Meeting for approval (attached).

Background:

Discussion:

Recommended Action: Approval of the Minutes for the August 28, 2024, Regular Meeting. (Action Item; not to exceed five (5) minutes.)



Diversity and Equity Standing Committee
Regular Meeting Minutes

August 28, 2024 - 6:00 PM

1 ROLL CALL

Present: Orozco, Dueñas, Martínez, Jackson, Akin, Qiu, Lieberman

Absent: Gorny, Marston,

Absent by prior Arrangement: Tognoli

2 AUDIENCE COMMENTS ON NON-AGENDA ITEMS

Al Punto Newspaper Editor, Jackeline Orozco, shared the following information with the Committee:

Al Punto Newspaper in collaboration with Near and Arnold's School of Performing Arts (SPACE) will be hosting the Hispanic Heritage Celebration, on Friday, September 20th from 5:00 p.m. to 9:00 p.m. at the SPACE Courtyard, 508 W. Perkins St, Ukiah, CA. All proceeds will benefit both the Al Punto and SPACE scholarship programs.

The Mexican Consulate will be in Ukiah on Saturday, September 21, 2024, 8:00 a.m. - 1:00 p.m., at the Mendocino College Campus, 1000 Hensley Creek Road, Ukiah, CA 95482. Community members interested can contact Jackeline Orozco at 707-467-1032.

3 APPROVAL OF MINUTES

3.a. Approval of the Minutes for the February 28, 2024, Regular Meeting.

Motion/Second: Lieberman/Orozco to approve the minutes for the February 28, 2024, Diversity and Equity Committee Regular meeting as submitted. Motion carried by the following roll call votes:

AYES: Orozco, Dueñas, Martínez, Jackson, Qiu, Lieberman

NOES: None

ABSTAIN: Akin

3.b. Approval of the Notice of Cancelation for the March 27, 2024, Regular Meeting.

Motion/Second: Jackson/Lieberman to approve the Notice of Cancelation for the March 27, 2024, Diversity and Equity Committee Regular meeting. Motion carried by the following roll call votes:

AYES: Orozco, Dueñas, Martínez, Jackson, Akin, Lieberman
NOES: None
ABSTAIN: Qiu

3.c. Approval of the Minutes for the April 24, 2024, Regular Meeting.

Motion/Second: Orozco/Lieberman to approve the minutes for the April 24, 2024, Diversity and Equity Committee Regular meeting as submitted. Motion carried by the following roll call votes:

AYES: Orozco, Dueñas, Martínez, Jackson, Akin, Qiu, Lieberman
NOES: None
ABSTAIN: None

4 UNFINISHED BUSINESS

4.a. Member Updates and Announcements.

Committee Member Orozco –

- Reported he is involved in the planning and organization of the Day of the Dead event scheduled for Sunday, November 3, 2024. For additional information about the event, contact City of Ukiah staff Marianne Aranda, maranda@cityofukiah.com.

Committee Member Jackson –

- Jackson read a letter he sent to the Ukiah City Council in honor of Chon Travis who unexpectedly passed away. Jackson announced that Mr. Travis' Celebration of Life is scheduled for August 31st from 1:00 p.m. to 6:00 p.m. at Real Goods in Hopland.
- Provided a report on the Pride event, which he commented, it went well. Tapestry Family Services was a major sponsor. There were 60 walkers and about 200 people attended the event.

5 NEW BUSINESS

5.a. Discuss and Take Possible Action to Participate in the City of Ukiah's Economic Development Strategy Stakeholder Group.

Deputy City Manager Riley presented the City's Economic Development Strategy, a requirement of the City's General Plan. Prior to 2011, the City had redevelopment funds, then, in 2011 the governor eliminated redevelopment funds from across California. Because the City no longer has redevelopment funds, it has to focus on generating economic development through other avenues which are within the City's control, such as improving infrastructure to attract business and increasing the Transient Occupancy Tax (TOT).

The City is ready to create Ukiah's Economic Development Strategy and will use a stakeholder group to provide input on the plan. The stakeholder group will identify goals and strategies using input gathered, and once a general direction has been determined, a widespread community engagement process will follow.

The City is asking for two (2) DEI Committee members to dedicate approximately five (5) hours of their time to serve on the stakeholder group. The selected stakeholders would be expected to provide input on the plan to ensure the recommendations and decisions are being made through an equity lens.

Members Akins and Lieberman both expressed interest in serving on the stakeholder group and were consequently appointed to serve on the group.

Members agreed by consensus to appoint Akins and Lieberman to the stakeholder group.

5.b. Discuss Community Events and Staffing Booth for PumpkinFest on October 19 and 20, 2024.

Due to the lack of participation by members at events, additional events will not be scheduled at this time, except Pumpkinfest which the City has already committed to attending. Therefore, the Committee will focus on the bi-monthly committee meetings until further direction regarding community engagement is agreed upon by the Committee.

The branding ad hoc met and agreed upon branding for the DEI Committee tabling materials, but committee participation is needed at events before additional funds or staff time can be allocated to this.

The PumpkinFest sign-up sheet was passed around the table and members were encouraged to sign up.

Committee Members were reminded to contact Committee Advocate Ceja or Committee Liaison Boyl in advance if they cannot attend the meetings.

5.c. Report and Discussion on the City of Ukiah Demographics.

Committee Advocate Ceja provided the Committee with the updated City of Ukiah Demographics and encouraged members to take time to review the demographics and reach out to staff with any questions.

6 ADJOURNMENT

Meeting adjourned at 7:17 p.m.

Minutes Submitted by Maria Ceja, Committee Advocate

DRAFT



AGENDA SUMMARY REPORT

SUBJECT: PumpkinFest Debrief.

DEPARTMENT: City Manager / Admin

PREPARED BY: Maria Ceja, Administrative Analyst

PRESENTER: _____

ATTACHMENTS:

None

Summary: Committee Advocate Ceja will provide the Committee with a report on the PumpkinFest community event.

Background:

Discussion:

Recommended Action: The Committee will receive a report on the PumpkinFest community event. (Non-Action Item; not to exceed five (5) minutes.)



AGENDA SUMMARY REPORT

SUBJECT: Discuss and Take Action to Cancel the Regular Meeting of December 25, 2024.

DEPARTMENT: City Manager / Admin

PREPARED BY: Maria Ceja, Administrative Analyst

PRESENTER: _____

ATTACHMENTS:

None

Summary: Committee Advocate Ceja will present the Committee with the option of canceling the December 25, 2024, Regular Meeting due to the holiday.

Background:

Discussion:

Recommended Action: The Diversity and Equity Committee will discuss and take action to cancel the Regular Meeting of December 25, 2024, due to the holiday. (Action Item; not to exceed five (5) minutes.)



AGENDA SUMMARY REPORT

SUBJECT: Discuss and Provide Input on Current and Future Parks and Recreation Needs.

DEPARTMENT: City Manager / Admin

PREPARED BY: Maria Ceja, Administrative Analyst

PRESENTER: _____

ATTACHMENTS:

1. Press Release

Summary: The Committee will receive a presentation from Parks and Recreation Director Davis, and give input on the current and future parks and recreation needs.

Background:

Discussion:

Recommended Action: The Committee will receive a presentation from Parks and Recreation Director Davis, and give input on the current and future parks and recreation needs. (Non-Action Item; not to exceed twenty (20) minutes.)

FOR IMMEDIATE RELEASE

CONTACT: Araceli Sandoval, Community Services Administrative Secretary
City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482
Phone: (707) 463-6231

CITY OF UKIAH SEEKS PUBLIC INPUT ON CURRENT AND FUTURE PARKS AND RECREATION NEEDS

Ukiah, CA. August 26, 2024. - The City of Ukiah is conducting a Parks Gap Analysis to assess how well existing parks are meeting community needs, and what might be needed for future parks. In addition to staff analysis, a robust community engagement process will be undertaken. Community engagement will include focus groups, individual meetings, surveys, event tabling, and outreach to City of Ukiah commissions.

An online survey is available at <https://www.surveymonkey.com/r/EnglishParksAnalysis> (English); a Spanish version is available at <https://www.surveymonkey.com/r/EspanolUkiahParques>.

In addition to the online surveys, an outreach table will be open at the Ukiah Pumpkifest for public comment and an open community forum will be held at the Public Spaces Commission meeting on September 10th at 5:30 PM at the Ukiah Conference Center.

The need for this analysis was identified in the City’s 2040 General Plan, which states the City “shall prepare a parks gap analysis identifying areas of the city underserved by parks and recreation facilities access.” Additionally, the “analysis shall, at a minimum, establish equitable access standards, including the minimum distance between parks and every residence, and potential funding mechanisms.” This will help the City of Ukiah to prepare for population growth, changing demographics, and possible annexations.

The process will include mapping exercises, the identification of appropriate level of service measures, and goals for the City’s Park system. Recreation opportunities and needs will also be assessed. Finally, the document will address potential funding opportunities.

For more information contact Araceli Sandoval at asandoval@cityofukiah.com or 463-6231.



Shannon Riley, Deputy City Manager

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AGENDA SUMMARY REPORT

SUBJECT: Report Regarding Committee Attendance, Vacancies, and Recommendations for Restructure.

DEPARTMENT: City Manager / Admin

PREPARED BY: Traci Boyl, City Manager's Office Senior Analyst

PRESENTER: _____

ATTACHMENTS:

1. Roster
2. Member Terms

Summary: The Committee has faced challenges with maintaining regular attendance and filling vacant seats, as evidenced by the extended vacancy in the "Persons whose primary language is not English" seat. Attendance has declined, and the lack of a quorum in some meetings has hindered the committee's ability to function effectively (Roster - Attachment 1). Additionally, eight of the 11 seats will expire on January 11, 2025, making this an opportune time to explore restructuring options. (Member Terms - Attachment 2)

To address these challenges, staff recommends reducing the number of seats on the committee from nine community members to seven. This reduction would streamline processes and increase the likelihood of achieving quorum regularly. Instead of requiring representation for **each** demographic group, members would represent **one** of the identified groups with not more than one representative per group.

This restructuring aims to create a more manageable, engaged committee, ensuring consistent participation and more effective decision-making moving forward. Thereby, staff recommend reducing the number of seats from eleven to nine. The identified demographic groups would remain unchanged,

Background:

Discussion:

Recommended Action: The Committee will receive a report regarding committee attendance, vacancies, upcoming meeting schedule, and staff recommendations. (Non-Action Item; not to exceed fifteen (15) minutes.)

Members - 2024	Representing	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	XO:
Juan Orozco	Ukiah City Council	X	X	X	X	N/A	X	N/A	X					
Josefina Duenas	Ukiah City Council	XO	X	O	X	N/A	O	N/A	X					3
Xochilt Morales de Martinez	Persons with physical or mental disabilities	X	X	X	XO	N/A	X	N/A	X					1
Denise Gorny	Persons with lived experience of poverty	XO	X	X	X	N/A	X	N/A	O					2
Darren Jackson	Persons from the LGBTQ+ community	X	X	X	X	N/A	X	N/A	X					
Les Marston	Native American tribes and communities in Mendocino County	X	XO	X	X	N/A	O	N/A	O					3
Lorena Akin	Persons from the Hispanic/Latino Community	X	O	XO	O	N/A	X	N/A	X					3
Zhao Qiu	Persons of color	X	X	O	XO	N/A	O	N/A	X					3
VACANT	Persons whose primary language is not English	-	-	-	-	-	-	-	-	-	-	-	-	-
Troyle Tognoli	Youth 21 years and younger	X	X	OX	X	N/A	O	N/A	XO					3
David Lieberman	Seniors 65 years and older	XO	XO	O	X	N/A	X	N/A	X					3
TOTALS		7/10	7/10	5/10	7/10	0/0	6/10	0/0	7/10					

X indicates present

O indicates absent

XO absent by prior arrangement

JO Just Cause

EO Emergency

- indicates vacant or prior to term

Just Cause/Emergency/Absence = ONLY 2X per YR

Red indicates No Quorum

Members - 2023	Representing	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Juan Orozco	Ukiah City Council	X	X	X	X	X	X	X	X	X	X	N/A	N/A
Josefina Duenas	Ukiah City Council	X	X	X	X	X	X	XO	X	X	X	N/A	N/A
Xochilt Morales de Martinez	Persons with physical or mental disabilities	X	X	X	X	X	XO	XO	X	X	XO	N/A	N/A
Denise Gorny	Persons with lived experience of poverty	X	X	XO	X	X	X	X	X	X	X	N/A	N/A
Darren Jackson	Persons from the LGBTQ+ community	X	X	X	X	X	X	X	X	X	X	N/A	N/A
Les Marston	Native American tribes and communities in Mendocino County	X	X	X	X	X	X	O	X	X	X	N/A	N/A
Lorena Akin	Persons from the Hispanic/Latino Community	-	-	-	-	-	X	O	X	X	XO	N/A	N/A
Susan Stern	Persons from the Hispanic/Latino Community	X	XO	XO	XO	XO	-	-	-	-	-	-	-
Zhao Qiu	Persons of color	O	O	X	X	O	X	XO	XO	X	XO	N/A	N/A
Sonu Upadhyay	Persons whose primary language is not English	X	XO	XO	X	X	XO	-	-	-	-	-	-
Troyle Tognoli	Youth 21 years and younger	X	X	X	X	XO	X	XO	X	XO	XO	N/A	N/A
Corrine Jones	Seniors 65 years and older	O	XO	XO	XO	XO	XO	-	-	-	-	-	-
David Lieberman	Seniors 65 years and older	-	-	-	-	-	-	X	O	O	X	N/A	N/A
TOTALS		9/11	7/11	7/11	9/11	7/11	8/11	4/10	8/10	8/10	6/10	0/0	0/0

XO:
1
3
1
1
2
4
6
3
4
5
2

- X indicates present
- O indicates absent
- XO absent by prior arrangement
- JO Just Cause
- EO Emergency
- indicates vacant or prior to term

Just Cause/Emergency/Absence = ONLY 2X per YR

Red over 3 absences

Diversity and Equity Standing Committee

Board Contact Person: Traci Boyl - 467-5720

Established: Resolution No. 2020-59: There is hereby created a Standing Committee of the City Council known as the Equity and Diversity Standing Committee, which is an advisory body reporting to the City Council and to the City Manager and City Department Heads

City Dept. Affiliation: City Manager's Office

Membership: The Equity and Diversity Standing Committee ("Committee") shall consist of eleven (11) members. The members shall consist of two members of the City Council and one member from each of nine organizations in the City of Ukiah or the Ukiah Valley, including Redwood and Potter Valleys, which serve or represent: (1) Persons with lived experience of poverty (currently or formerly living at or below the poverty level); (2) Persons with physical or mental disabilities; (3) Persons from the LGBTQA community; (4) Native American tribes and communities in Mendocino County; (5) Persons from the Hispanic/Latino community; (6) Persons of color (7) Persons whose primary language is not English; (8) Youth 21 years and younger; and (9) Seniors 65 years or older. In addition, committee members must either reside or work in the City of Ukiah. Members shall be appointed by the City Council based on written applications submitted by deadlines established by the City Council and any oral interviews the City Council may elect to conduct.

Term: A. Terms of Office. All appointments to the Committee shall be for a term of two (2) years during which the member serves and the will and pleasure of the City Council. Appointments to fill vacancies during a term of office shall be filled as provided in S

Appointed By: Committee members must either reside or work in the City of Ukiah. Members shall be appointed by the City Council based on written applications submitted by deadlines established by the City Council and any oral interviews the City Council may elect to conduct.

Meets: TBD

Function: Committee members will adopt written objectives to improve diversity and equity in the City's workforce and in the provision of municipal services; developing a written Action Plan to achieve those objectives; implementing and overseeing the Action Plan; providing an annual review and update to the City Council on the Committee's progress; and proposing revisions to the plan as necessary.

		Member Position	Current Appt. Date	Expiration Date
Juan Orozco 11 Creekside Ct. UkiahCA95482	707-367-1216 jorozco@cityofukiah.com	City Council Member	N/A	N/A
Josefina Duenas 715 S. Dora St. UkiahCA95482	707-234-9237 jduenas@cityofukiah.com	City Council Member	N/A	N/A
Xochilt Morales de Martinez 947 N. Oak St. UkiahCA95482	707-463-2984 707-468-1010 x1270 707-367-1786 xochilt1056@yahoo.com	Persons with physical or mental disabilities	1/11/2023	1/11/2025
Denise Gorny 2300 Road E Redwood ValleyCA95470	707-485-7949 707-463-4700 707-367-4999 denise.gorny@scdd.ca.gov	Persons with lived experience of poverty	1/11/2023	1/11/2025
Darren Jackson 2551 N. State St., #7 UkiahCA95482	707-376-5917 darren7195@outlook.com	Persons from the LGBTQA community	1/11/2023	1/11/2025
Les Marston 214 S. Bush St. UkiahCA95482	707-462-6846 707-972-5310 ljmarston@rmlawoffice.net	Native American tribes and communities in Mendocino County	1/11/2023	1/11/2025
Zhao Qiu 103 Scott Street UkiahCA95482	707-467-9502 707-463-1454 707-889-7176 choecon@hotmail.com	Persons of color	1/11/2023	1/11/2025
Troyle Tognoli 845 Dora Ave. UkiahCA95482	707-972-8735 troyle@pacific.net	Youth 21 years and younger	1/11/2023	1/11/2025
Lorena Akin 2601 Tindall Ranch Road UkiahCA95482	707-234-5573 707-234-5573 lorena@akinpaz.com	Persons from the Hispanic/Latino community	6/21/2023	6/21/2025
David Lieberman 1493 Fawnwood Drive UkiahCA95482	707-467-1319 707-462-4343-7001 707-813-7757 dlieberman@seniorctr.org	Seniors 65 years or older	7/19/2023	7/19/2025
VACANT		Persons whose primary language is not English		



AGENDA SUMMARY REPORT

SUBJECT: Report and Discussion on the Grace Hudson Museum's *Stories of People and Place: A 2026 Exhibition*.

DEPARTMENT: City Manager / Admin

PREPARED BY: Maria Ceja, Administrative Analyst

PRESENTER: _____

ATTACHMENTS:

None

Summary: The year 2026 marks the 250th anniversary of the United States, the 150th anniversary of Ukiah, and the 40th anniversary of the Grace Hudson Museum. To commemorate these milestones, the museum is planning an exhibition that will highlight Ukiah's unique history. The exhibition will connect specific places in the area with their histories and the people associated with them, focusing on untold stories. For example, it may feature the ramp at the Sun House to discuss Melissa Carpenter's car accident and subsequent wheelchair use, or mention places that no longer exist, like the home of Mr. Wong, the Hudsons' housekeeper. The Grace Hudson Museum will be featuring the diverse stories of the community and seeks the Committee's input on identifying and connecting with potential collaborators and suggesting additional sites for the exhibition.

Background:

Discussion:

Recommended Action: The Committee will receive a presentation, discuss, and provide feedback on potential collaborators and sites that should be considered for the Grace Hudson Museum's *Stories of People and Place: A 2026 Exhibition*. (Non-Action Item; not to exceed twenty (20) minutes.)