



Public Spaces Commission

Community Forum AGENDA

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

Ukiah Valley Conference Center ♦ 200 S. School St. ♦ Ukiah, CA 95482

**To participate or view the virtual meeting, go to the following link:
<https://us06web.zoom.us/j/81764322746>.**

November 12, 2024 - 5:30 PM

1. ROLL CALL

2. INTRODUCTIONS

3. APPROVAL OF MINUTES

3.a. Approval of the Minutes for the September 10, 2024, Community Forum.

Recommended Action:

Attachments:

1. Draft Minutes

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The Public Spaces Commission (PSC) welcomes input from the audience that is within the subject matter jurisdiction of the PSC. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments.

5. COMMISSIONERS REPORTS

6. UNFINISHED BUSINESS

6.a. Review and Comment on the 2024 Parks Gap Analysis.

Recommended Action: Receive report and make comment.

Attachments:

1. Survey Results

7. NEW BUSINESS

7.a. Creation of a Friends of Ukiah Parks Group with the Public Spaces Commission Serving as the

Board of Directors.

Recommended Action: Approve Staff to 1) Discontinue the MOU between the North Coast opportunities sponsored Friends of Observatory Park group, and 2) create a Friends of Ukiah Parks group with the Public Spaces Commission Acting as the Group's Board of Directors.

Attachments: None

7.b. Consideration of a Trial Period of Extended Park Hours at Oak Manor Park

Recommended Action: Approval of a ninety-day pilot program of extended hours at Oak Manor Park.

Attachments:

1. Oak Manor Illumination Attach 1
2. Oak Manor Illumination Attach 2

8. **ADJOURNMENT**

9. **STAFF MEMBER PRESENTATIONS/REPORTS**

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 Public Spaces Commission after distribution of the agenda packet are available for public inspection at the main entrance of the City of Ukiah Annex, located at 411 W. Clay St., Ukiah, CA 95482, not less than 72 hours prior to the meeting set forth on this agenda.



Public Spaces Commission Regular Meeting MINUTES

Civic Center Annex ♦ 411 W. Clay St., Conf. RM #5 ♦ Ukiah, CA 95482

Virtual Meeting Link: <https://us06web.zoom.us/j/81764322746>

September 10, 2024 - 5:30 PM

1. ROLL CALL

Public Spaces Commission met at a Regular Meeting on September 10, 2024, having been legally noticed on September 6, 2024. The meeting was held virtually at the following link: <https://us06web.zoom.us/j/81764322746> and in person at the Ukiah Valley Conference Center at 200 S. School St., Ukiah, CA 95482. Commissioner Babbini called the meeting to order at 5:31 p.m. **Commissioners Present:** Elora Babbini, Vicki Bitonti-Brown, Casey Thompson, Steven Ratley, and Joe Scriven. **Commissioners Absent by Prearrangement:** Megan Parker. **Staff Present:** Neil Davis, Community Services Director and Araceli Sandoval, Community Services Administrative Assistant.

2. INTRODUCTIONS

3. APPROVAL OF MINUTES

a. Approval of the Minutes for the July 9, 2024, Regular Meeting.

Scriven/Ratley to approve the Minutes of July 9, 2024, a Regular Meeting, as submitted. Motion **carried** by the following roll call vote: AYES: Babbini, Parker, Thompson, and Scriven. NOES: None. ABSENT: Ratley. ABSTAIN: None.

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The Public Spaces Commission (PSC) welcomes input from the audience that is within the subject matter jurisdiction of the PSC. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more the (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments.

- Jamie Connerton,
- Jessica Espinoza, advocate for public spaces for roller skating.

Commission Consensus to hear item 7a out of order.

5. STAFF MEMBER PRESENTATIONS/REPORTS

a. McGarvey Park Tree Removal and Replacement.

Presenter: Neil Davis, Community Services Director.

Report was received.

b. Update on Riverside Regeneration Project

Presenter: Neil Davis, Community Services Director.

Report was received.

6. **COMMISSIONERS REPORTS**

7. **UNFINISHED BUSINESS**

a. Discussion and Solicitation of Community Input on a City of Ukiah Parks Gap Analysis.

Presenter: Neil Davis, Community Services Director and Jen Dalton, Kitchen Table Consulting.

Input was received from present community members.

8. **NEW BUSINESS**

9. **ADJOURNMENT**

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

Araceli Sandoval, Public Spaces Commission Clerk

DRAFT



AGENDA SUMMARY REPORT

SUBJECT: Review and Comment on the 2024 Parks Gap Analysis.

DEPARTMENT: Community Services **PREPARED BY:** Neil Davis, Community Services Director

ATTACHMENTS:

1. Survey Results

Summary: Review and Comment on the 2024 Parks Gap Analysis

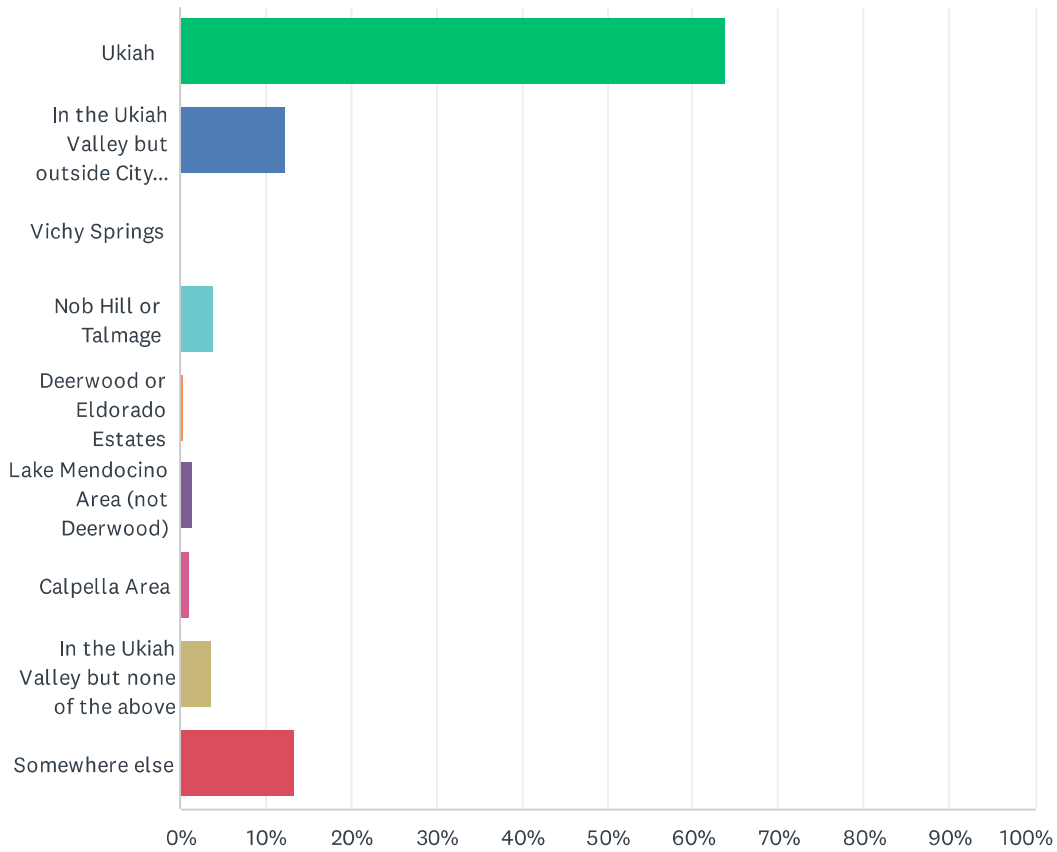
Background: The City of Ukiah is conducting a Parks Gap Analysis to assess how well existing parks are meeting community needs, and what might be needed for future parks. In addition to staff analysis, a robust community engagement process has been completed. Community engagement included focus groups, individual meetings, surveys, event tabling, and outreach to City of Ukiah commissions.

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. The Analysis was first discussed with the PSC at the May 14th meeting, followed by further discussion at the July meeting. A PSC Community Forum was held in September to further facilitate public comment. A total of ten community focus group meetings have been held, outreach tables were available at the Sundays in the Park and the Pumpkin Fest, and close to 300 surveys were filled out.

Discussion: Staff will present preliminary draft results of the analysis and solicit PSC comment.

Q1 I live in...

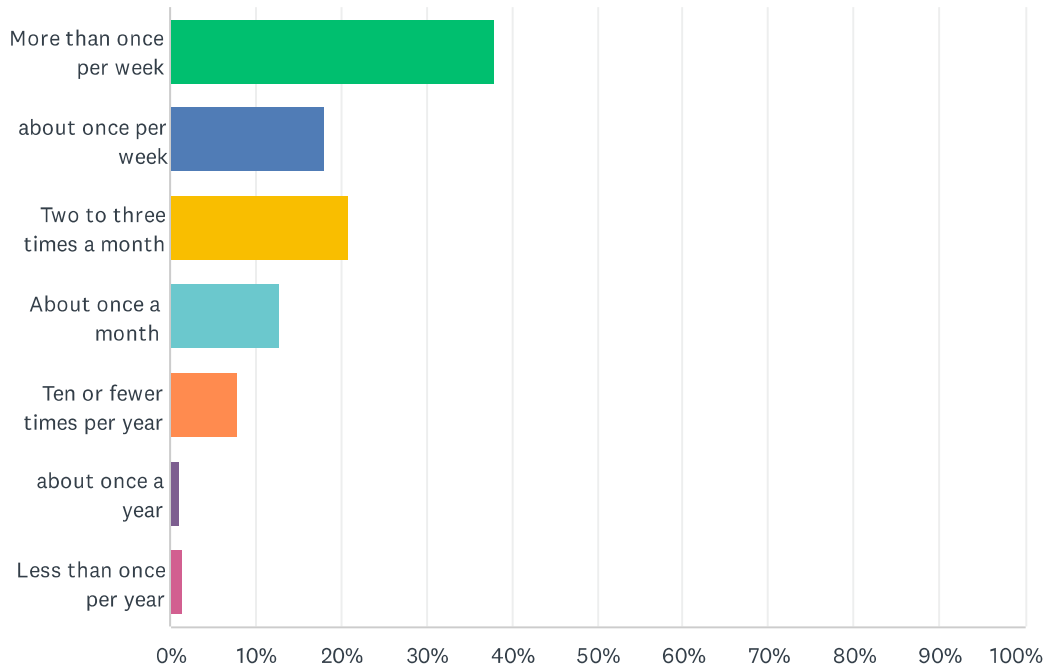
Answered: 282 Skipped: 1



ANSWER CHOICES	RESPONSES	
Ukiah	63.83%	180
In the Ukiah Valley but outside City limits	12.41%	35
Vichy Springs	0.00%	0
Nob Hill or Talmage	3.90%	11
Deerwood or Eldorado Estates	0.35%	1
Lake Mendocino Area (not Deerwood)	1.42%	4
Calpella Area	1.06%	3
In the Ukiah Valley but none of the above	3.55%	10
Somewhere else	13.48%	38
TOTAL		282

Q2 How often do you go to Ukiah Valley area parks?

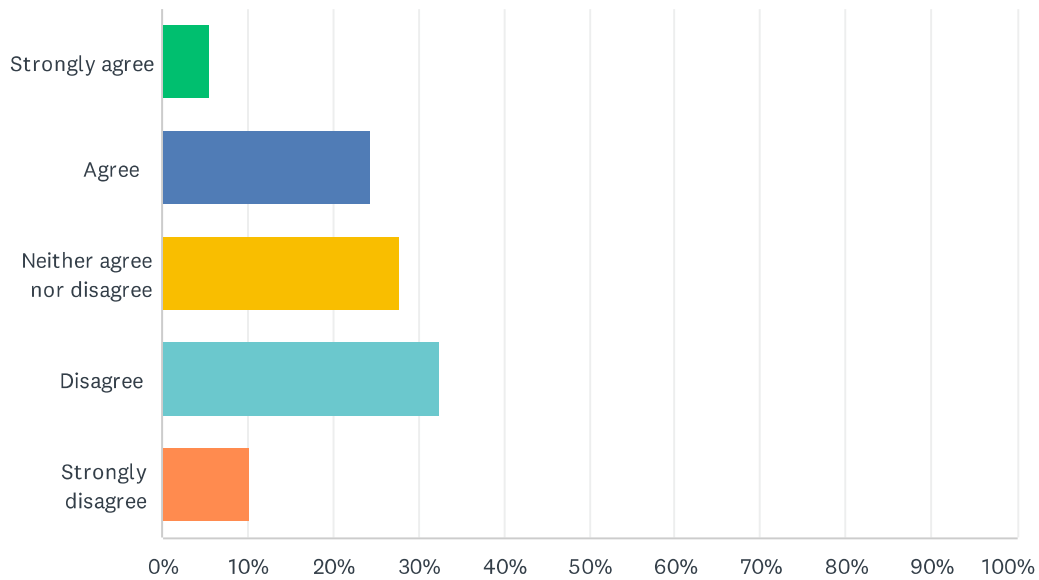
Answered: 282 Skipped: 1



ANSWER CHOICES	RESPONSES	
More than once per week	37.94%	107
about once per week	18.09%	51
Two to three times a month	20.92%	59
About once a month	12.77%	36
Ten or fewer times per year	7.80%	22
about once a year	1.06%	3
Less than once per year	1.42%	4
TOTAL		282

Q3 There are enough parks in the Ukiah Valley

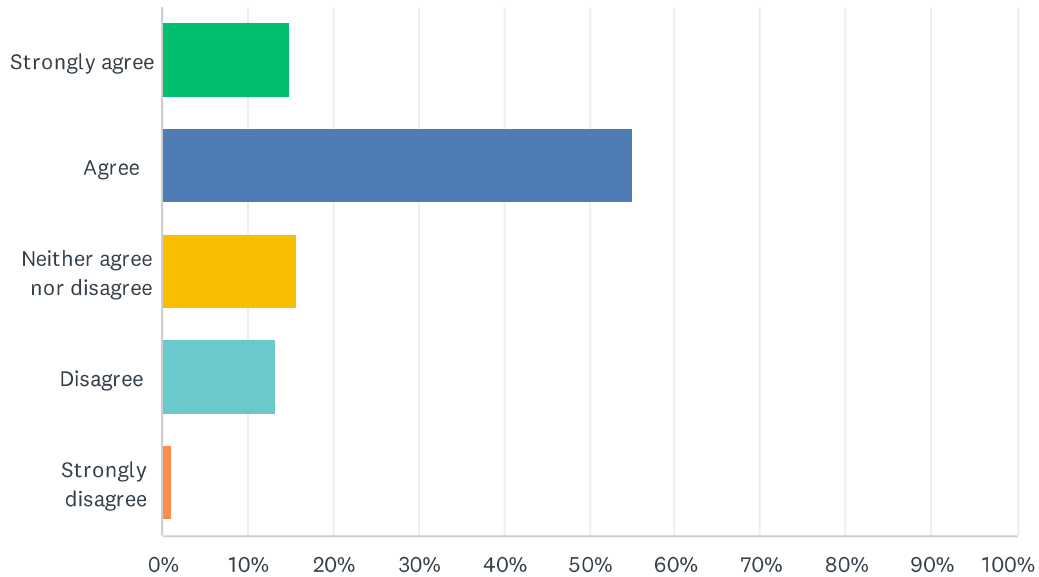
Answered: 275 Skipped: 8



ANSWER CHOICES	RESPONSES	
Strongly agree	5.45%	15
Agree	24.36%	67
Neither agree nor disagree	27.64%	76
Disagree	32.36%	89
Strongly disagree	10.18%	28
TOTAL		275

Q4 Other than the impacts of the homeless I think Ukiah Valley Parks are clean and well maintained.

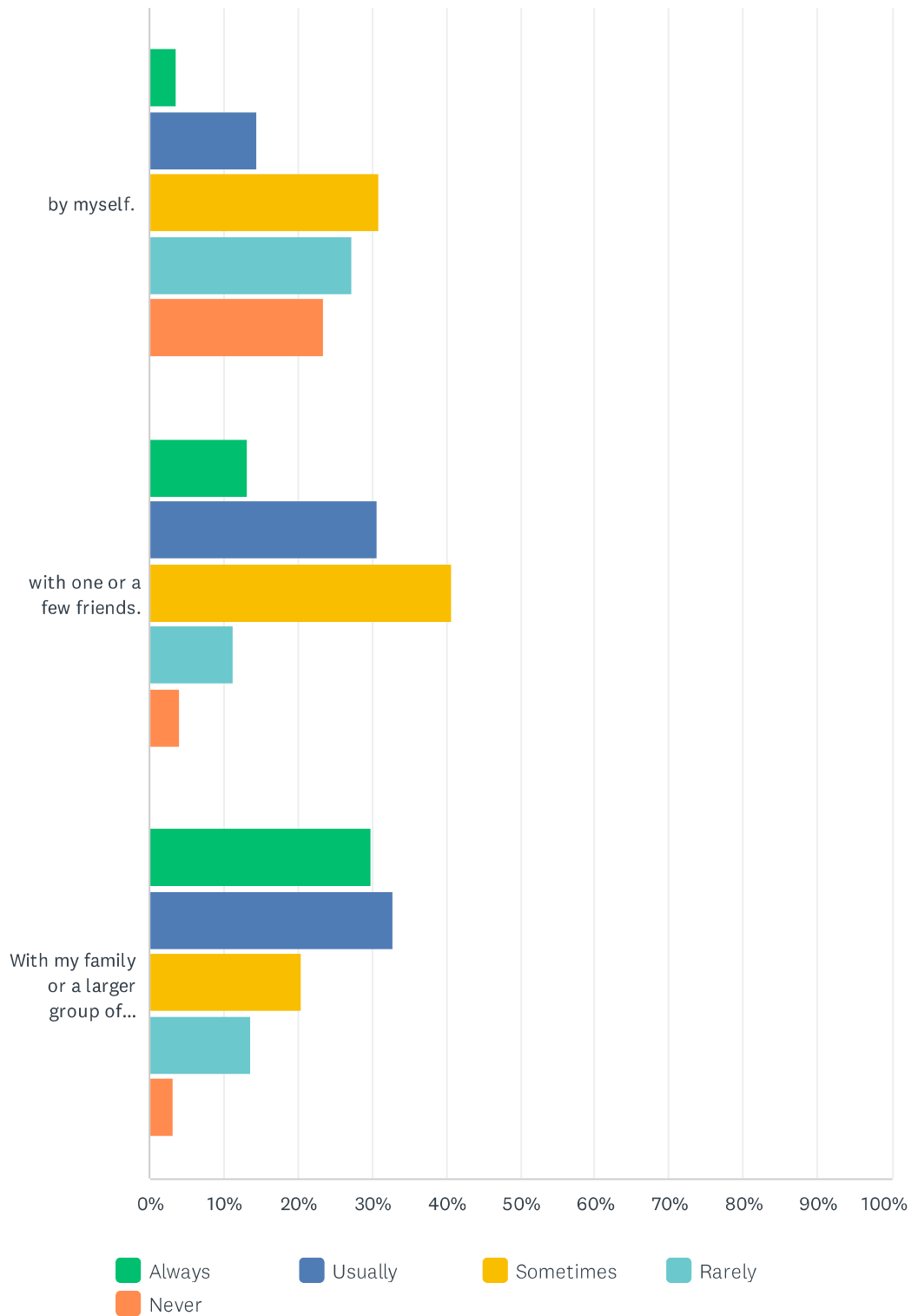
Answered: 280 Skipped: 3



ANSWER CHOICES	RESPONSES	
Strongly agree	15.00%	42
Agree	55.00%	154
Neither agree nor disagree	15.71%	44
Disagree	13.21%	37
Strongly disagree	1.07%	3
TOTAL		280

Q5 When I go to a Ukiah Valley Park, I am...

Answered: 282 Skipped: 1

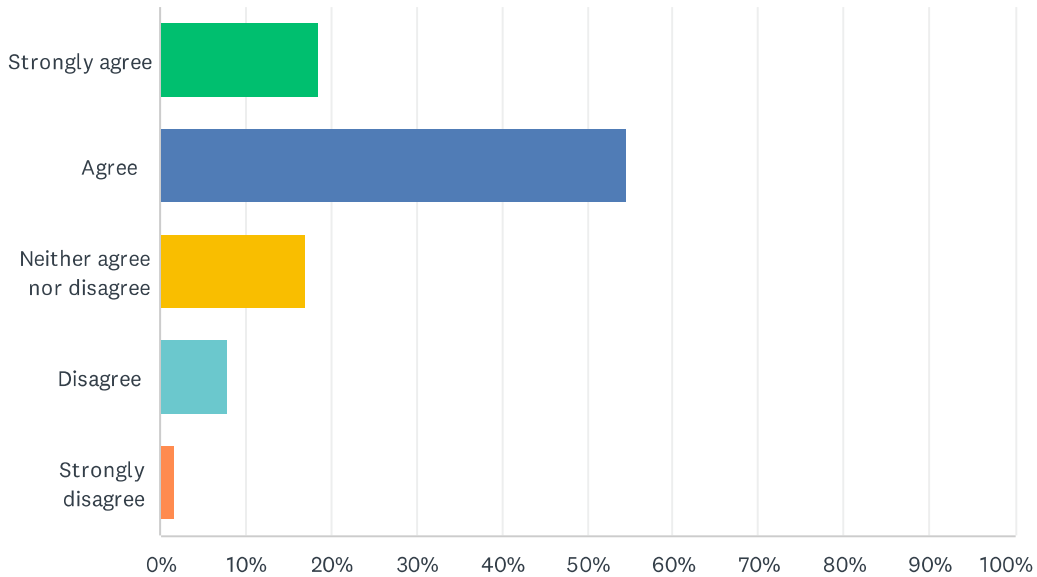


2025 Parks Gap Analysis Survey

	ALWAYS	USUALLY	SOMETIMES	RARELY	NEVER	TOTAL	WEIGHTED AVERAGE
by myself.	3.72% 9	14.46% 35	30.99% 75	27.27% 66	23.55% 57	242	3.52
with one or a few friends.	13.28% 32	30.71% 74	40.66% 98	11.20% 27	4.15% 10	241	2.62
With my family or a larger group of friends.	29.80% 76	32.94% 84	20.39% 52	13.73% 35	3.14% 8	255	2.27

Q6 When I go to a Ukiah Valley Park it is not too crowded for me to fully enjoy. There is enough room for everyone.

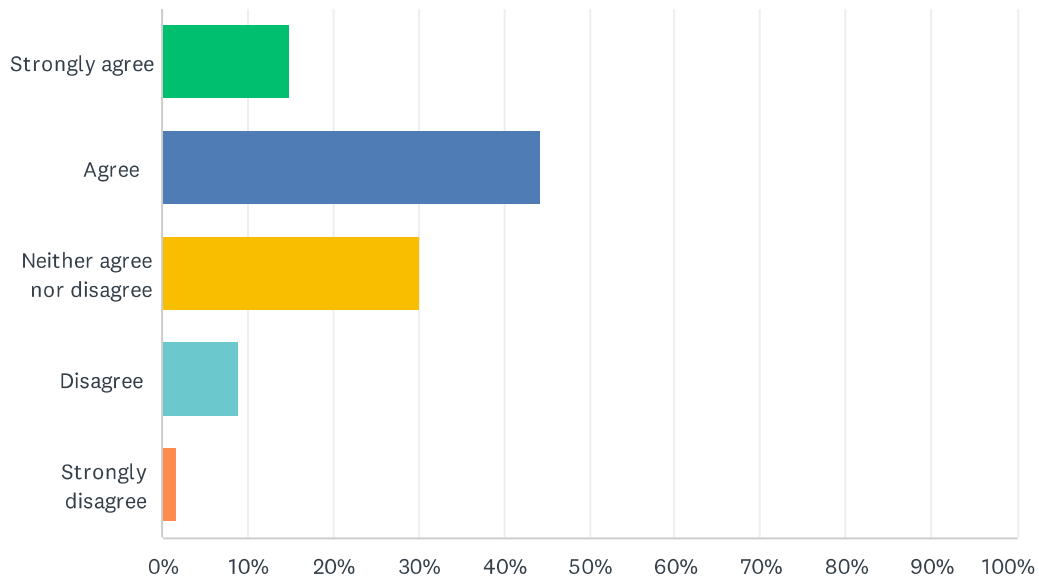
Answered: 280 Skipped: 3



ANSWER CHOICES	RESPONSES	
Strongly agree	18.57%	52
Agree	54.64%	153
Neither agree nor disagree	17.14%	48
Disagree	7.86%	22
Strongly disagree	1.79%	5
TOTAL		280

Q7 I feel like Ukiah Valley Parks provide a sense of place and history.

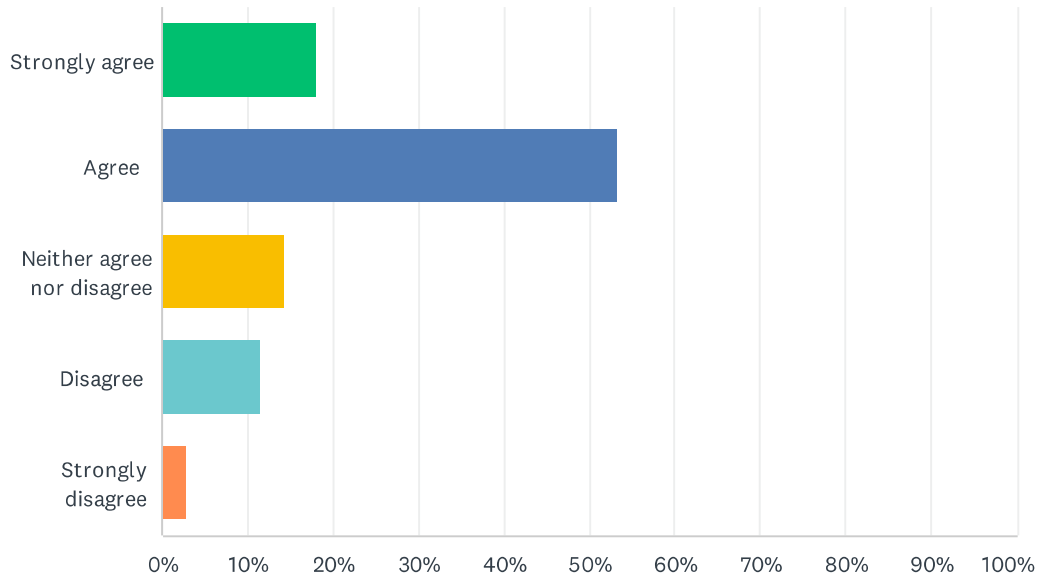
Answered: 280 Skipped: 3



ANSWER CHOICES	RESPONSES	
Strongly agree	15.00%	42
Agree	44.29%	124
Neither agree nor disagree	30.00%	84
Disagree	8.93%	25
Strongly disagree	1.79%	5
TOTAL		280

Q8 I feel like parks in the Ukiah Valley are safe enough for me to comfortably use.

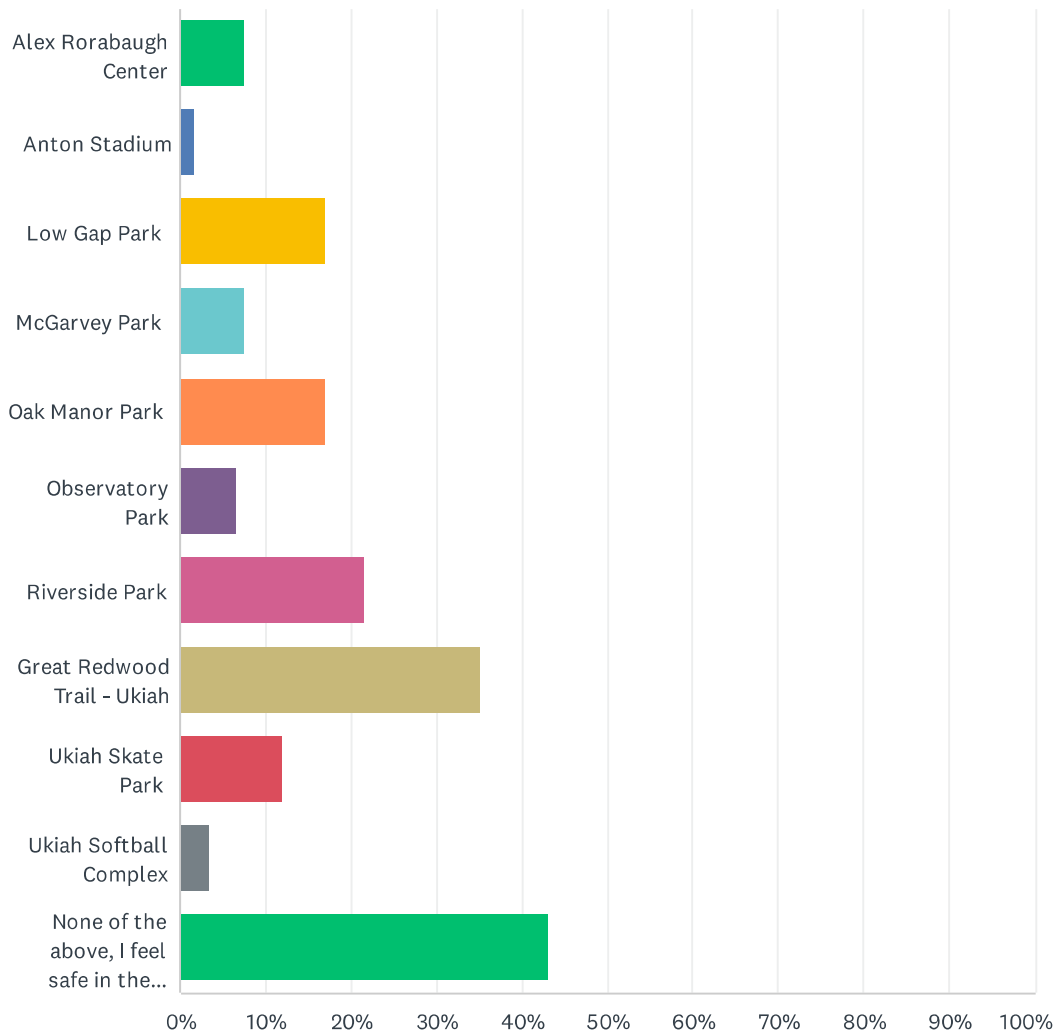
Answered: 280 Skipped: 3



ANSWER CHOICES	RESPONSES	
Strongly agree	18.21%	51
Agree	53.21%	149
Neither agree nor disagree	14.29%	40
Disagree	11.43%	32
Strongly disagree	2.86%	8
TOTAL		280

Q9 I don't go to the following parks because they don't feel safe.

Answered: 241 Skipped: 42

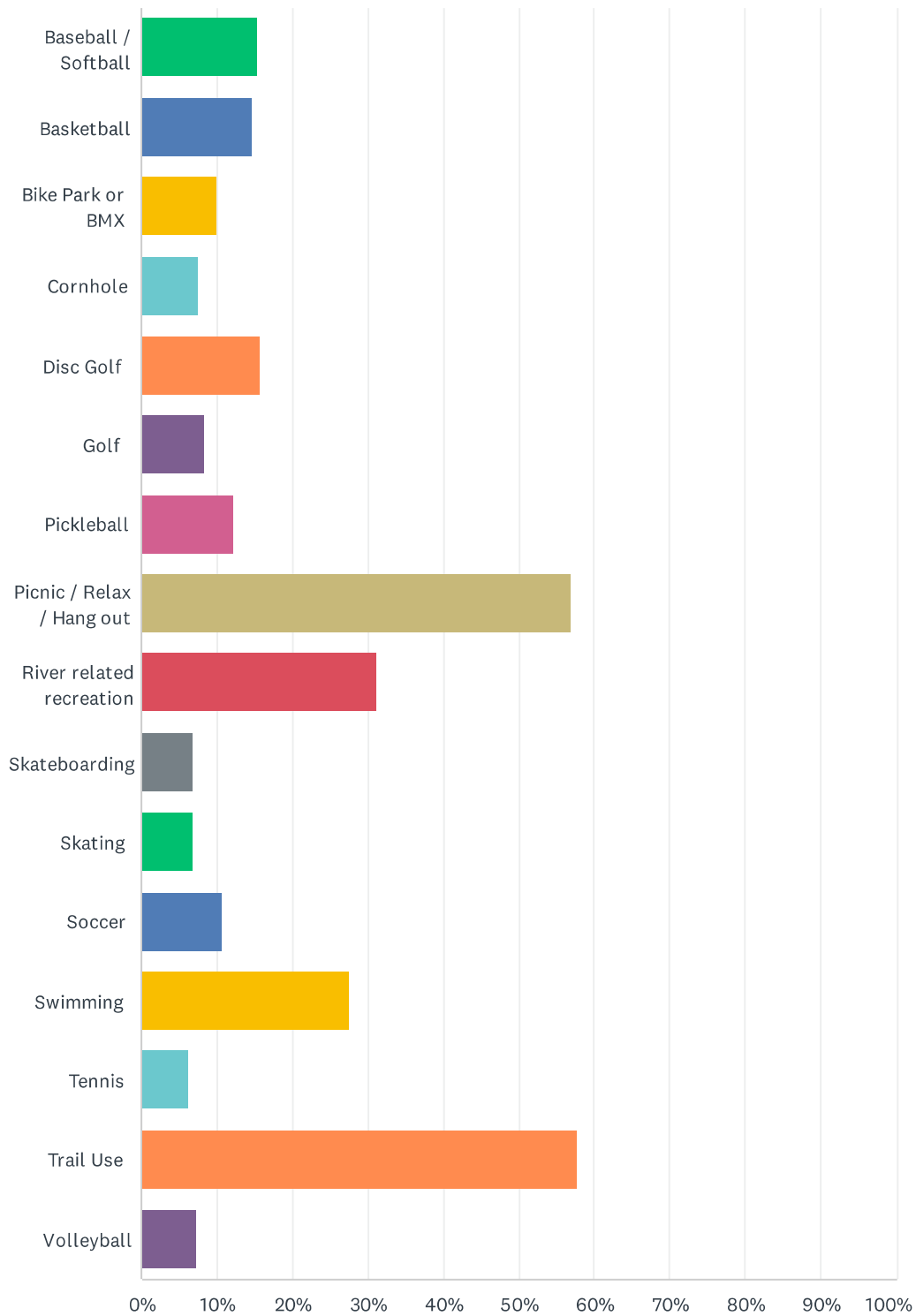


2025 Parks Gap Analysis Survey

ANSWER CHOICES	RESPONSES	
Alex Rorabaugh Center	7.47%	18
Anton Stadium	1.66%	4
Low Gap Park	17.01%	41
McGarvey Park	7.47%	18
Oak Manor Park	17.01%	41
Observatory Park	6.64%	16
Riverside Park	21.58%	52
Great Redwood Trail - Ukiah	35.27%	85
Ukiah Skate Park	12.03%	29
Ukiah Softball Complex	3.32%	8
None of the above, I feel safe in the parks.	43.15%	104
Total Respondents: 241		

Q10 My top three favorite recreational interests are (select three)

Answered: 279 Skipped: 4

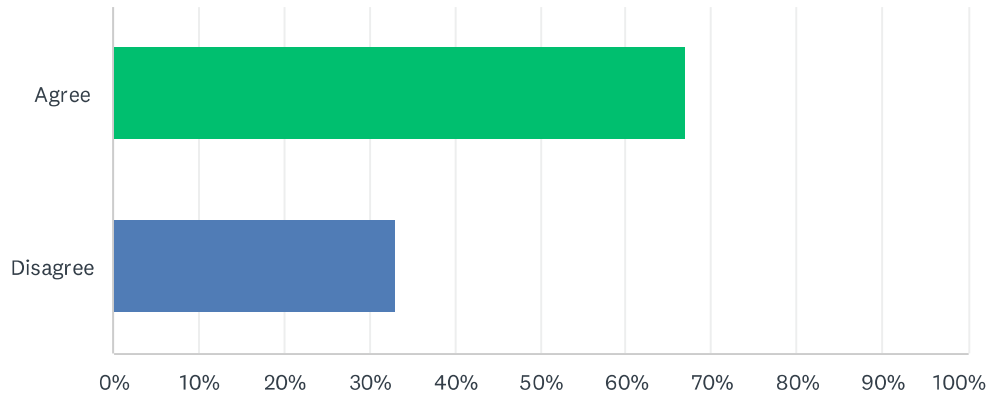


2025 Parks Gap Analysis Survey

ANSWER CHOICES	RESPONSES	
Baseball / Softball	15.41%	43
Basketball	14.70%	41
Bike Park or BMX	10.04%	28
Cornhole	7.53%	21
Disc Golf	15.77%	44
Golf	8.24%	23
Pickleball	12.19%	34
Picnic / Relax / Hang out	56.99%	159
River related recreation	31.18%	87
Skateboarding	6.81%	19
Skating	6.81%	19
Soccer	10.75%	30
Swimming	27.60%	77
Tennis	6.09%	17
Trail Use	57.71%	161
Volleyball	7.17%	20
Total Respondents: 279		

Q11 I am interested in taking classes or participating in sporting activities organized by the City’s Recreation Department.

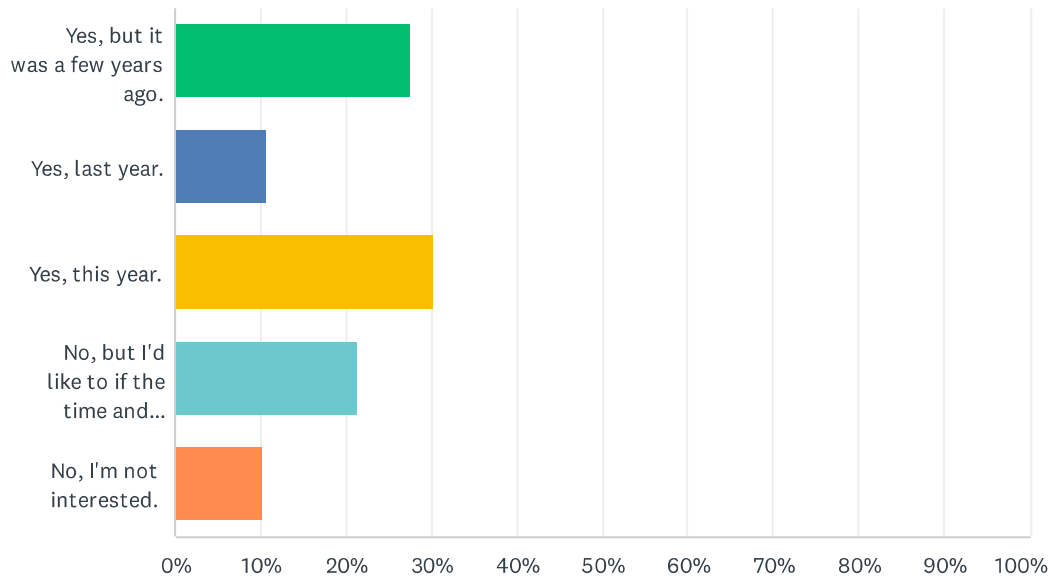
Answered: 273 Skipped: 10



ANSWER CHOICES	RESPONSES	
Agree	67.03%	183
Disagree	32.97%	90
TOTAL		273

Q12 I or one of my family members have taken a City of Ukiah Recreation class or participated in a sporting event organized by the City of Ukiah's Recreation Department.

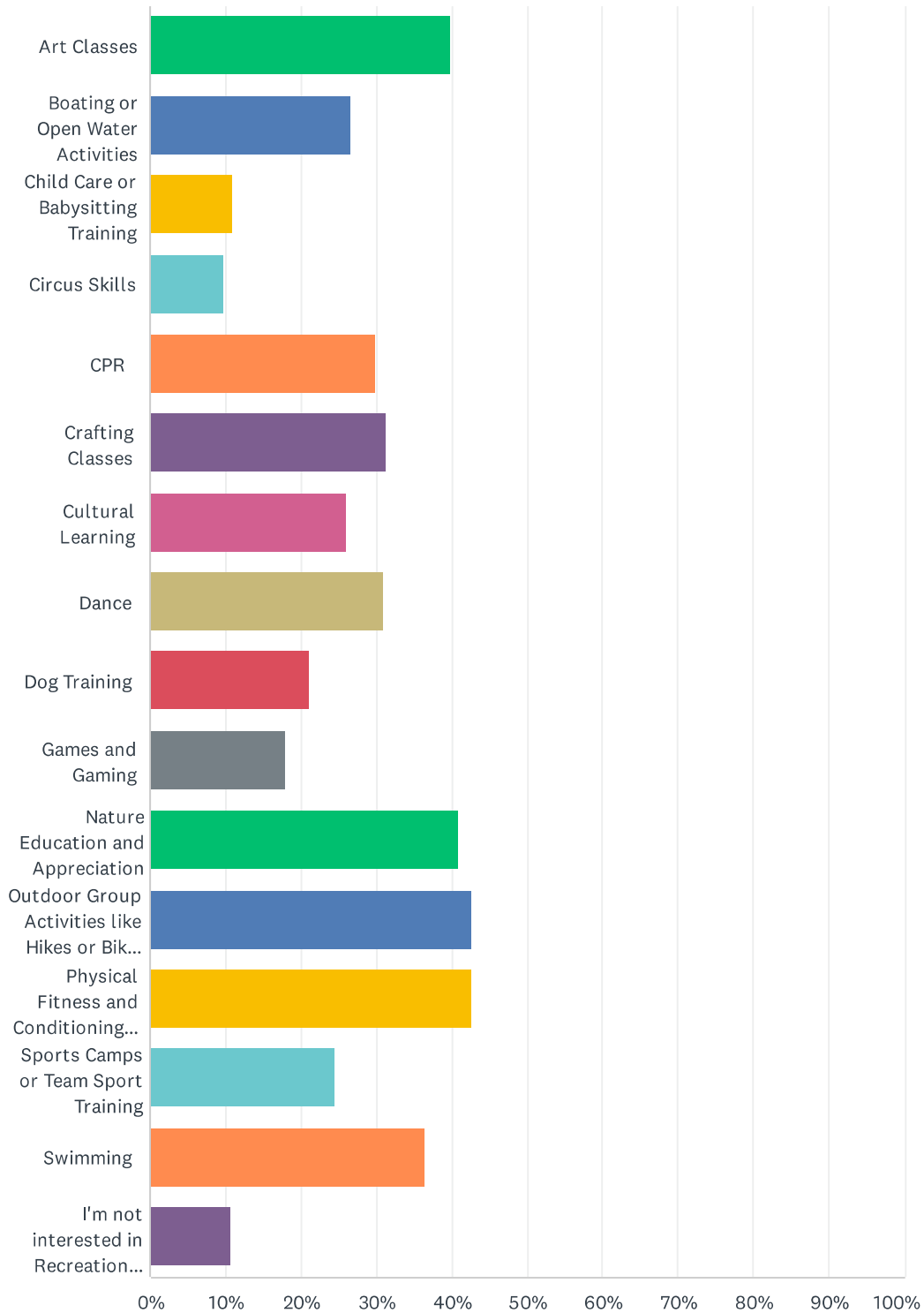
Answered: 281 Skipped: 2



ANSWER CHOICES	RESPONSES	
Yes, but it was a few years ago.	27.40%	77
Yes, last year.	10.68%	30
Yes, this year.	30.25%	85
No, but I'd like to if the time and opportunity is right.	21.35%	60
No, I'm not interested.	10.32%	29
TOTAL		281

Q13 Now or in the future I am interested in City of Ukiah Recreation classes (Check all that apply)

Answered: 274 Skipped: 9

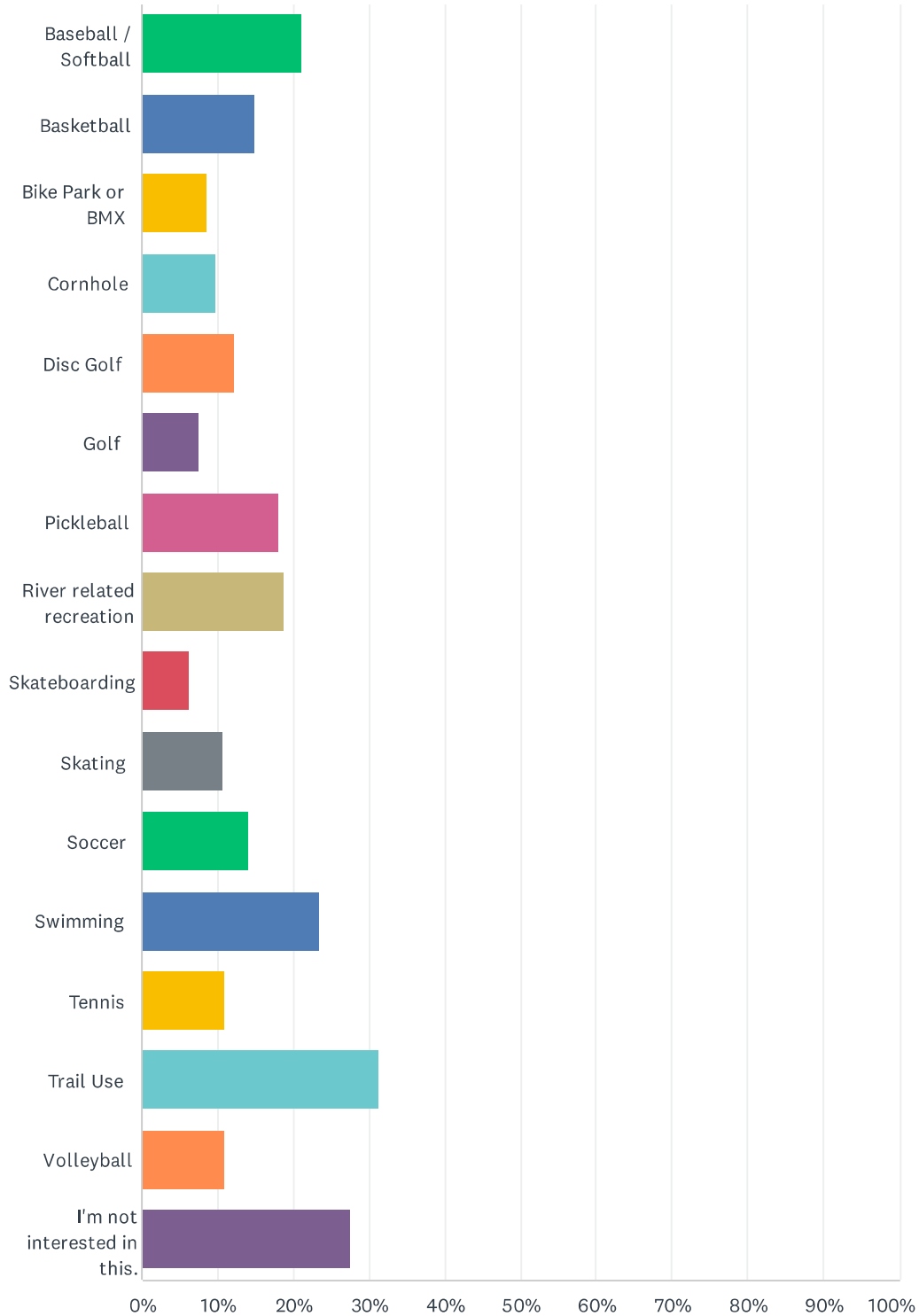


2025 Parks Gap Analysis Survey

ANSWER CHOICES	RESPONSES	
Art Classes	39.78%	109
Boating or Open Water Activities	26.64%	73
Child Care or Babysitting Training	10.95%	30
Circus Skills	9.85%	27
CPR	29.93%	82
Crafting Classes	31.39%	86
Cultural Learning	25.91%	71
Dance	31.02%	85
Dog Training	21.17%	58
Games and Gaming	17.88%	49
Nature Education and Appreciation	40.88%	112
Outdoor Group Activities like Hikes or Bike Rides	42.70%	117
Physical Fitness and Conditioning Classes	42.70%	117
Sports Camps or Team Sport Training	24.45%	67
Swimming	36.50%	100
I'm not interested in Recreation classes.	10.58%	29
Total Respondents: 274		

Q14 Now or in the future I am interested in participating in City sponsored individual or team sports (Check all that apply).

Answered: 255 Skipped: 28

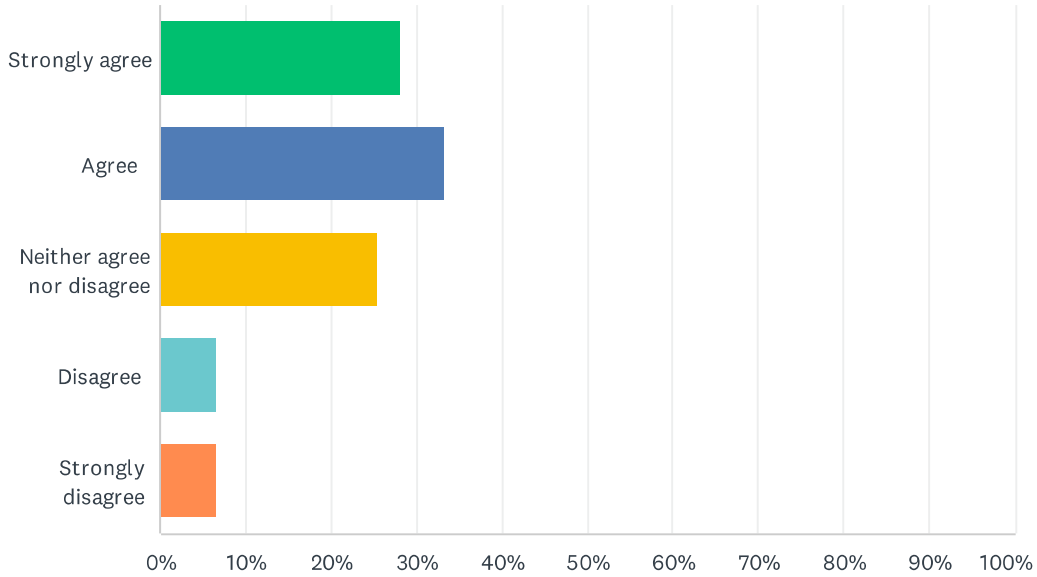


2025 Parks Gap Analysis Survey

ANSWER CHOICES	RESPONSES	
Baseball / Softball	21.18%	54
Basketball	14.90%	38
Bike Park or BMX	8.63%	22
Cornhole	9.80%	25
Disc Golf	12.16%	31
Golf	7.45%	19
Pickleball	18.04%	46
River related recreation	18.82%	48
Skateboarding	6.27%	16
Skating	10.59%	27
Soccer	14.12%	36
Swimming	23.53%	60
Tennis	10.98%	28
Trail Use	31.37%	80
Volleyball	10.98%	28
I'm not interested in this.	27.45%	70
Total Respondents: 255		

Q15 I would support a special district or bond measure, even if it meant more taxes, if it supported park improvements.

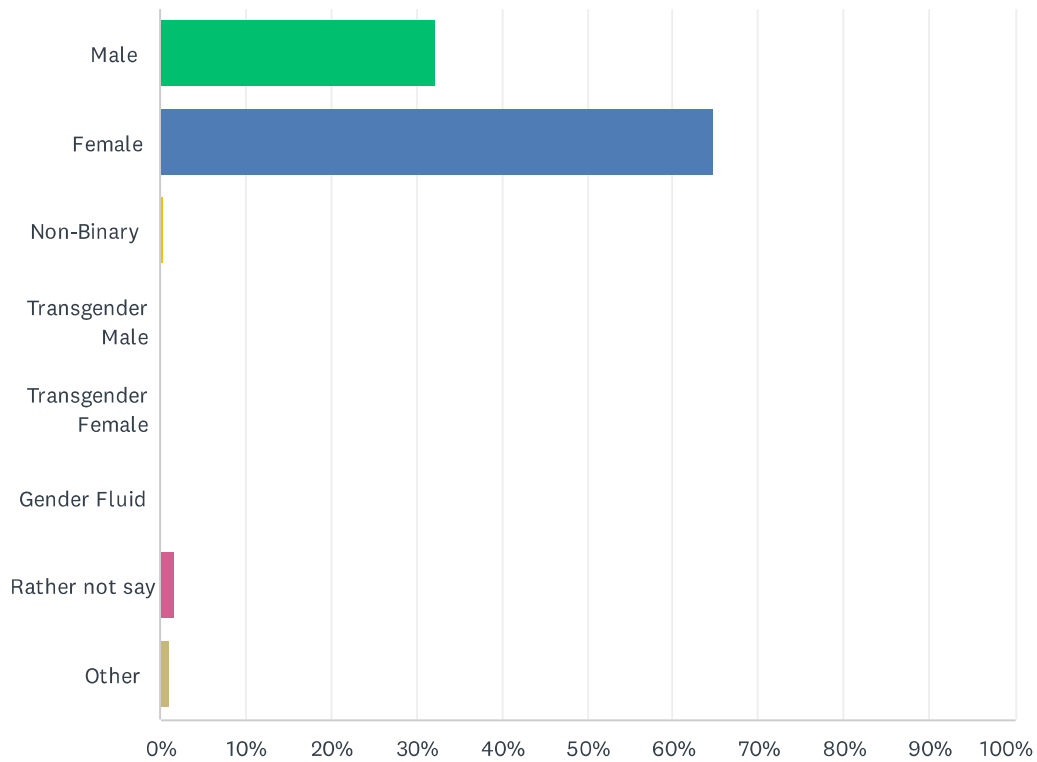
Answered: 273 Skipped: 10



ANSWER CHOICES	RESPONSES	
Strongly agree	28.21%	77
Agree	33.33%	91
Neither agree nor disagree	25.27%	69
Disagree	6.59%	18
Strongly disagree	6.59%	18
TOTAL		273

Q16 What is your gender

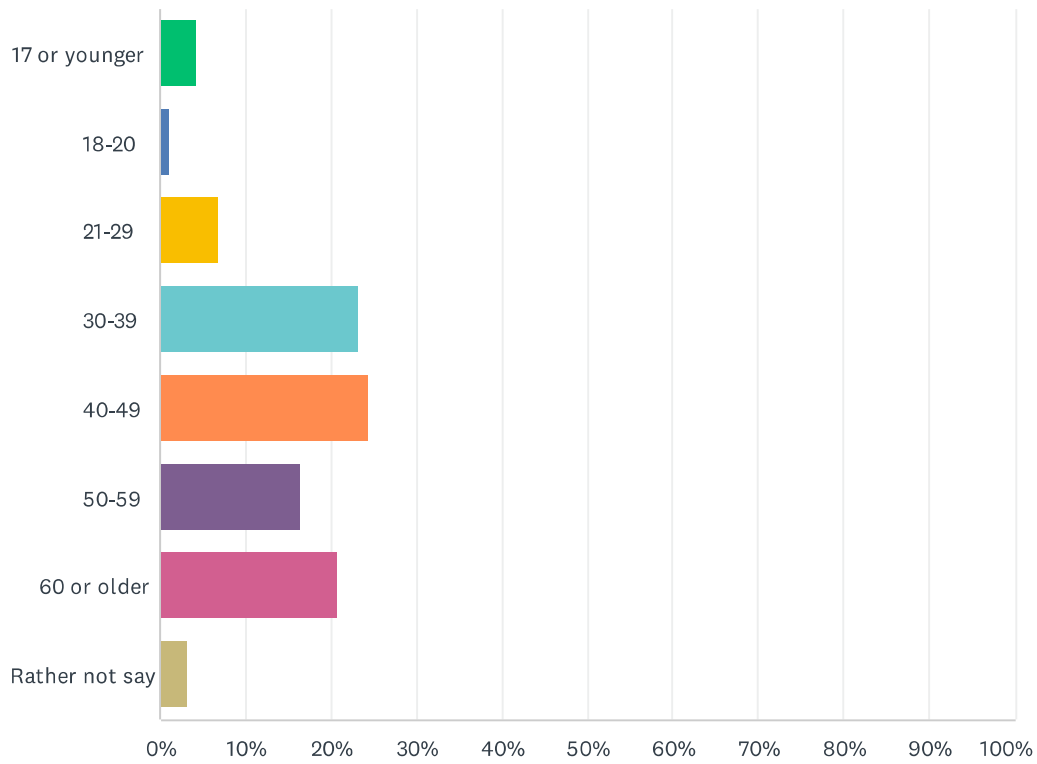
Answered: 279 Skipped: 4



ANSWER CHOICES	RESPONSES	
Male	32.26%	90
Female	64.87%	181
Non-Binary	0.36%	1
Transgender Male	0.00%	0
Transgender Female	0.00%	0
Gender Fluid	0.00%	0
Rather not say	1.79%	5
Other	1.08%	3
Total Respondents: 279		

Q17 What is your age?

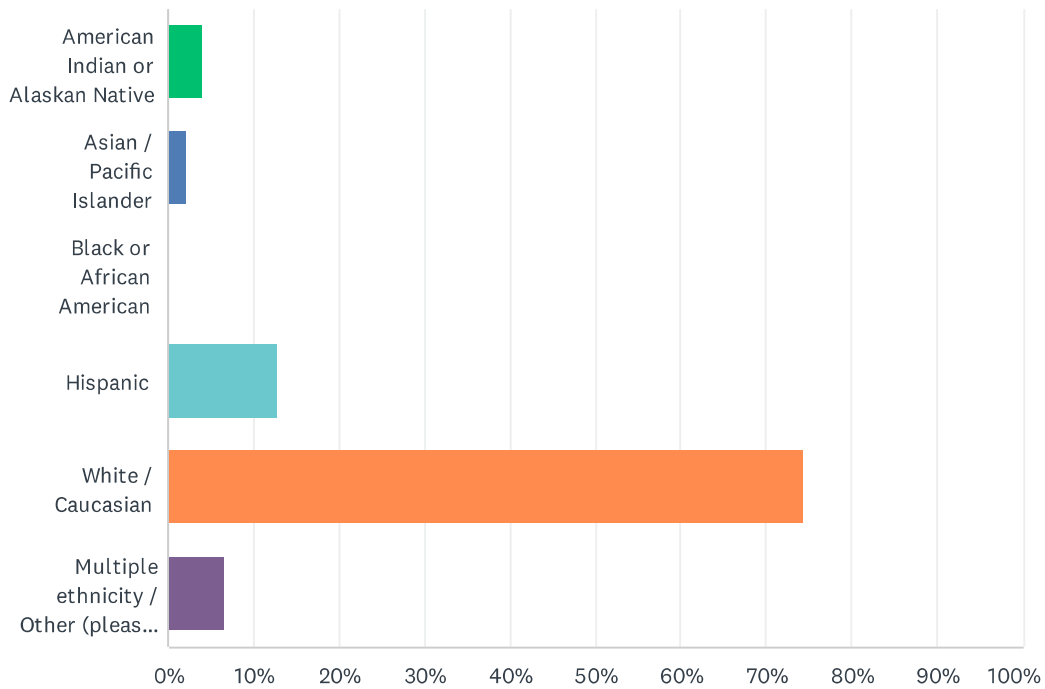
Answered: 280 Skipped: 3



ANSWER CHOICES	RESPONSES	
17 or younger	4.29%	12
18-20	1.07%	3
21-29	6.79%	19
30-39	23.21%	65
40-49	24.29%	68
50-59	16.43%	46
60 or older	20.71%	58
Rather not say	3.21%	9
TOTAL		280

Q18 Which race/ethnicity best describes you? (Please choose only one.)

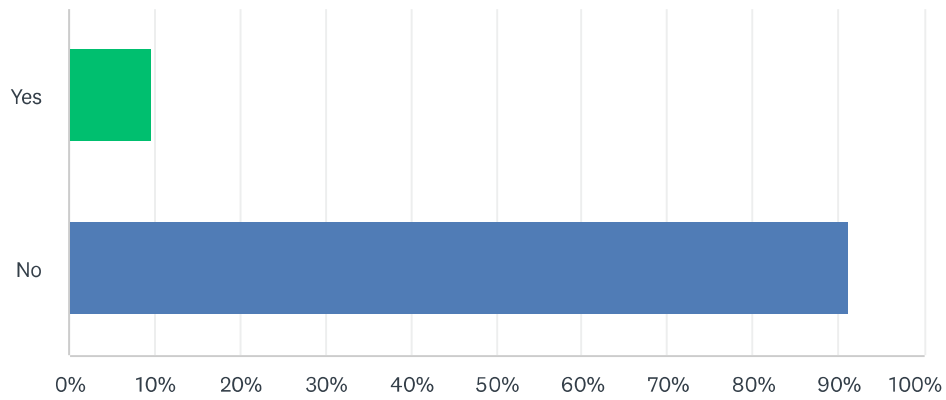
Answered: 273 Skipped: 10



ANSWER CHOICES	RESPONSES	
American Indian or Alaskan Native	4.03%	11
Asian / Pacific Islander	2.20%	6
Black or African American	0.00%	0
Hispanic	12.82%	35
White / Caucasian	74.36%	203
Multiple ethnicity / Other (please specify)	6.59%	18
TOTAL		273

Q19 Do you have any disabilities that effect your use of parks

Answered: 274 Skipped: 9



ANSWER CHOICES	RESPONSES	
Yes	9.49%	26
No	91.24%	250
Total Respondents: 274		

Q20 Do you have any other thoughts or comments you would like to share?

Answered: 150 Skipped: 133



AGENDA SUMMARY REPORT

SUBJECT: Creation of a Friends of Ukiah Parks Group with the Public Spaces Commission Serving as the Board of Directors.

DEPARTMENT: Community Services **PREPARED BY:** Neil Davis, Community Services Director

ATTACHMENTS:

None

Summary: Approve Staff to 1) Discontinue the MOU between the North Coast opportunities sponsored Friends of Observatory Park group, and 2) create a Friends of Ukiah Parks group with the Public Spaces Commission Acting as the Group's Board of Directors.

Background: In 2018 City staff working with community members organized initial meetings to form a Friends of Observatory Park. City staff entered a Memorandum of Understanding (MOU) with the Friends of Observatory Park (FOP) with North Coast Opportunities serving as a fiscal sponsor. The MOU references the FOP's Board of Directors as the responsible, negotiating arm of the organization.

Although it is unclear whether a FOP Board of Directors was ever established, a group of community members working with a facilitator and City staff collaborated to produce an Observatory Park Strategic Plan to guide activities at the Park for the next five years; 2018-2023. At that time (2018) the FOP group was participating in a wide variety of efforts to support the park. The group always had a strong interest in astronomy and star viewing. Unfortunately, the group was probably at its peak of effectiveness in 2017-2018. As often happens with small public benefit groups, leadership fatigued and no new leaders emerged. Consequently, group activities declined precipitously. The challenges of the pandemic arguably provided the death blow to the group.

Five or six individuals continue to express interest in being recognized as the "Friends of Observatory Park" and have expressed interest in collaborating with the City's recreation department to host star viewing and similar events at Observatory Park. The FOP continues with unlimited access to the garage at Observatory Park to store its telescopes and sundry materials.

Observatory Park is only one of over twenty city-owned parks. All these parks benefit from the donations of time, money, and the expertise of volunteers. Additionally, a wide variety of organizations provide intermittent help. These groups assist by providing educational opportunities such as the use of telescopes for star viewing, volunteers can also help as docents, and help with graffiti removal, garbage pickup, and landscaping. Volunteers do need support both in terms of leadership, organization, and funding.

Discussion: Goal 3.1 of the Observatory Park strategic plan is to "mobilize Friends of Observatory Park." As no member of the public has stepped forward to take a leadership role in the FOP, staff recommend that the City dissolve the MOU with NCO sponsored FOP and take the lead in reforming a new more inclusive Friends of Ukiah Parks group with the PSC acting as the advisory board. Under this plan, a staff member will be assigned as the liaison between the PSC and the public. Staff will create a Facebook page and develop an email contact list. Staff will continue to welcome the assistance of the informal Friends of Observatory Park as

well as with other community volunteers who seek to help in all city parks. City Recreation staff are expert in outreach and event planning and can assist members of the public who are subject-matter experts interested in providing education but who are unskilled or uninterested in event promotions.

The PSC will likely need to form a working group to hash out the details of facility use and access agreements for the FOP and the public. It may be best to assign a PSC lead or ad hoc to facilitate communications between staff, the public, and the Commission while complying with the Brown Act. With approval of the recommended action, staff will begin work to establish policies and procedures for the new Friends of Ukiah Parks group to be presented at the next PSC meeting. Staff recommend the PSC dissolve the MOU with NCO's FOP and approve the plan for staff to establish a new "Friends of Ukiah Parks" with the PSC acting as the Board of Directors.

Recommended Action: Approve Staff to 1) Discontinue the MOU between the North Coast opportunities sponsored Friends of Observatory Park group, and 2) create a Friends of Ukiah Parks group with the Public Spaces Commission Acting as the Group's Board of Directors.



AGENDA SUMMARY REPORT

SUBJECT: Consideration of a Trial Period of Extended Park Hours at Oak Manor Park

DEPARTMENT: Community Services **PREPARED BY:** Neil Davis, Community Services Director

ATTACHMENTS:

1. Oak Manor Illumination Attach 1
2. Oak Manor Illumination Attach 2

Summary: Approval of a ninety-day pilot program of extended hours at Oak Manor Park.

Background: City of Ukiah Park hours are designated as Dawn to Dusk. The hours of operation were established with an understanding that City of Ukiah Parks do not have lighting. The City of Ukiah Parks Gap Analysis, both through focus groups and survey results, indicated significant interest in access to parks after dark. The interest in extended hours was of particular interest during the short days of winter. The City's Parks and Recreation Departments recently acquired portable LED light stanchions that have been used with great success at the Skatepark. The "Beacon LED Tower (Attachment 1) provides directional lighting with little to no light bleed into adjoining areas. It plugs into a 110v outlet and is completely silent.

Discussion: City Recreation and Water Resource Department staff have devised a set-up in which the portable LED lights could be securely set up and left in place for extended periods, providing light to the Oak Manor tennis courts and adjacent field. The City's Director of Community Services has the authority to issue temporary changes in park hours via City Code 1966.

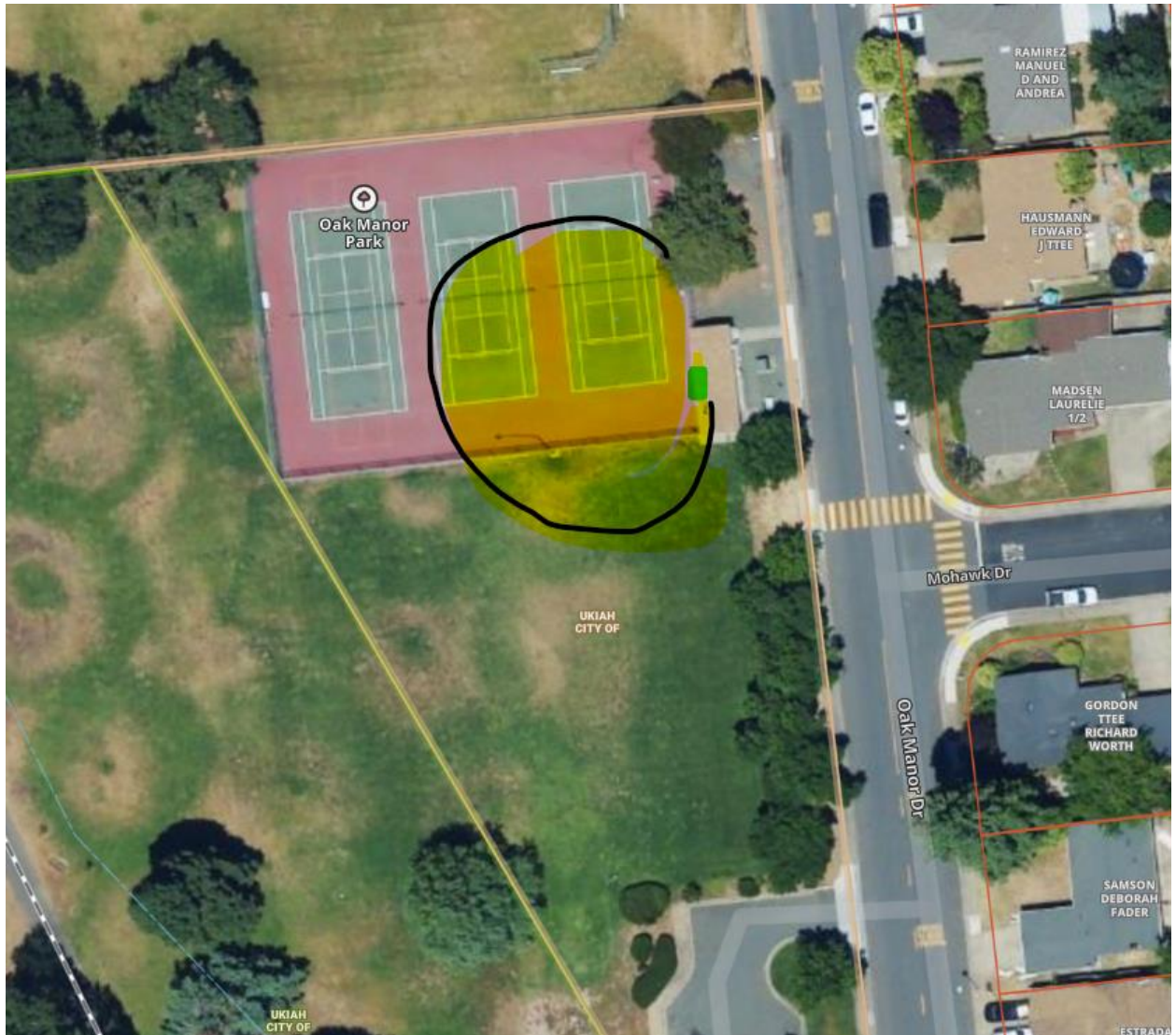
Staff propose a ninety-day pilot program extending hours Tuesdays through Friday at Oak Manor Park to 9PM. Lights would be set on a timer to turn on at 5PM. Staff will monitor park usage during these hours. Staff would report on the pilot program at the January PSC meeting. Staff recommend approval of a ninety-day pilot program of extended hours at Oak Manor Park.

Recommended Action: Approval of a ninety-day pilot program of extended hours at Oak Manor Park.



Model LE980LEDV-T4 which has directional lighting and is completely silent as it plugs into 110v (not powered by a noisy generator):

<https://www.beaconledtower.com/models>



Approximate area of Anticipated Illumination