



**Public Spaces Commission  
Community Forum  
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/81764322746>

Or you can call in using your telephone only:

- Call (toll free) 1-888-788-0099
- Enter the Access Code: 817 6432 2746
- To Raise Hand enter \*9
- To Speak after being recognized: enter \*6 to unmute yourself

**November 18, 2025 - 5:00 PM**

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**1. ROLL CALL**

**2. INTRODUCTIONS**

**3. APPROVAL OF MINUTES**

3.a. Approval of the Minutes for the July 8, 2025, Regular Meeting.

***Recommended Action: Approve the Minutes for the July 8, 2025, Regular Meeting.***

Attachments:

1. 2025-07-08 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. STAFF MEMBER PRESENTATIONS / REPORTS**

5.a. Director's Report

***Recommended Action: Director's Reports are verbal reports given by the Community Services Director on the status of Parks and/ or Recreation projects. Updates may include, but are not limited to, City Council activity updates, grant applications, maintenance projects, recreation activities of note, and Grace Hudson Museum or Ukiah Valley Conference Center updates.***

Attachments: None

**6. COMMISSIONERS REPORTS**

7. **UNFINISHED BUSINESS (DISCUSSION ONLY)**

8. **NEW BUSINESS**

- 8.a. Conduct a Community Forum to Discuss the Future of Parks in the Ukiah Valley.  
***Recommended Action: Conduct a community forum to discuss the future of parks in the Ukiah Valley and solicit public input to inform decisions regarding the improvement of existing parks and the development of new parks as well as the improvement of public spaces.***

Attachments: None

- 8.b. Discussion, Possible Nomination, and Appointment of a Chair and Vice Chair of the City of Ukiah Public Spaces Commission (PSC) for One (1) Year.  
***Recommended Action: Discuss, nominate, and appoint a new Chair and Vice Chair of the City of Ukiah Public Spaces Commission for one (1) year.***

Attachments:

1. Ukiah City Code - Public Spaces Commission (Rules & Regulations)

9. **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 City Council 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.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at the main entrance of the City of Ukiah Annex, located at 411 West Clay Street, Ukiah, California, and at the Ukiah Valley Conference Center, located at 200 South School Street, Ukiah, California, not less than 24 hours prior to the meeting set forth on this agenda.

Jessika Ramos  
11/14/25



**Public Spaces Commission**  
**Community Forum**  
**MINUTES**

*East End of Norgard Lane ♦ Ukiah, CA 95482*

*Alex Rorabaugh Community Center ♦ 1640 South State St ♦ Ukiah, CA. 95482*

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

July 8, 2025 - 5:30 PM

**1. SITE VISIT – 5:30 P.M.**

The Public Spaces Commission conducted a site visit and tour of Norgard Lane at 5:30 P.M.

**2. ROLL CALL**

Public Spaces Commission met at a Community forum Meeting on July 8, 2025, having been legally noticed on July 3<sup>rd</sup>, 2025. The meeting was held virtually at the following link: <https://us06web.zoom.us/j/81764322746> and in person at the Alex Rorabaugh Recreation Center at 1640 South State Street, Ukiah, CA 95482. Commissioner Babbini called the meeting to order at 6:00 p.m. **Commissioners Present:** Elora Babbini, Steven Ratley, and Joe Scriven. **Commissioners Absent by Prearrangement:** Chrystal Thurman. **Staff Present:** Neil Davis, Community Services Director and Yvonne Avila, Community Services Administrative Assistant.

**3. INTRODUCTIONS**

Alex de Grassi and Lucy Kramer.

*Commission consensus to hear agenda item 8a out of order.*

**8. NEW BUSINESS**

**a. Community Forum to Solicit Input on Desired Features and Plans for a New Park at the East End of Norgard Lane (6:00PM)**

**Presenter:** Neil Davis, Community Services Director.

**Public Comment:** Lucy Kramer and Alex de Grassi.

*Input provided to Staff.*

**4. APPROVAL OF MINUTES**

**a. Approval of the Minutes for the May 13, 2025, Regular Meeting.**

*Scriven/Ratley to approve the Minutes of May 13<sup>th</sup>, 2025, a Regular Meeting; as submitted. Motion carried by the following roll call vote: AYES: Babbini, Scriven, and Ratley. NOES: None. ABSENT: Thurman. ABSTAIN: None.*

**5. AUDIENCE COMMENTS ON NON-AGENDA ITEMS**

*No public comments were received.*

**6. COMMISSIONERS REPORTS**

*No Commissioners reports were received.*

7. **UNFINISHED BUSINESS (DISCUSSION ONLY)**

9. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:50 p.m.

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Yvonne Avila, Public Spaces Commission Clerk

DRAFT



## AGENDA SUMMARY REPORT

**SUBJECT:** Director's Report

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

**ATTACHMENTS:**

None

**Summary:**

**Background:** Director's Reports are verbal reports given by the Community Services Director on the status of Parks and/ or Recreation projects. Updates may include, but are not limited to, City Council activity updates, grant applications, maintenance projects, recreation activities of note, and Grace Hudson Museum or Ukiah Valley Conference Center updates.

**Discussion:** This report is expected to provide updates in the following areas:

- Volunteer Program
- Climate Resilient Forests Grant Update
- Phase 4 of the Great Redwood Trail Update
- Director Transition
- Upcoming Events and Activities

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**Recommended Action:** Director's Reports are verbal reports given by the Community Services Director on the status of Parks and/ or Recreation projects. Updates may include, but are not limited to, City Council activity updates, grant applications, maintenance projects, recreation activities of note, and Grace Hudson Museum or Ukiah Valley Conference Center updates.



## AGENDA SUMMARY REPORT

**SUBJECT:** Conduct a Community Forum to Discuss the Future of Parks in the Ukiah Valley.

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

**ATTACHMENTS:**

None

**Summary:** The Public Spaces Commission will conduct a community forum to discuss the future of parks in the Ukiah Valley and solicit public input to inform decisions regarding the improvement of existing parks and the development of new parks as well as the improvement of public spaces.

**Background:** In February of 2025, the Ukiah City Council adopted the Ukiah Parks Gap Analysis. The fifty-nine-page document was the culmination of a year’s work that included a literature review, a survey that provided comparison to other Cities’ park systems, a community survey, and a series of focus group discussions. The analysis studied the current status of parks inside the City limits and also explored the potential need for parks in the surrounding Area of Interest. The study provided community feedback on the types of parks and park amenities that are of interest to the citizens of Ukiah.

In November 2024, California voters overwhelmingly approved Proposition 4, a \$10 billion Climate Bond designed to safeguard our communities, natural resources and our future in the face of climate change. From wildfire prevention and safe drinking water to protecting biodiversity and increasing access to nature, these funds will support projects that make a real, lasting difference in the lives of people and communities across California. At least 40 percent of all bond funding is legally required to benefit disadvantaged, severely disadvantaged and vulnerable communities.

The California Natural Resources Agency (CNRA) has been tasked with distributing the money and ensuring accountability. The CNRA has divided the funding into nine “chapters” including water resilience, wildfire and forest resilience, coastal resilience, extreme heat mitigation, protection of biodiversity, climate-smart agriculture, parks and outdoor access, and clean air and energy. The funding will be distributed over three years with \$3.3 billion available this year.

**Discussion:** The Public Spaces Commission (PSC) is tasked with providing advice and recommendations to Council regarding 1) City-owned properties that are open to the public, free of charge, such as parks, paths, and public right-of-ways; 2) creeks within the City limits; 3) open spaces within and outside of the City limits that are undeveloped and conserved or in consideration of future conservation; 4) and the recreational uses of these spaces. While the City of Ukiah may be interested in pursuing a wide range of Prop 4 funding, the “chapters” of most likely interest to the Public Spaces Commission include wildfire and forest resilience (\$336 million this year), protection of biodiversity (\$414 million this year), and parks and outdoor access (\$518 million this year).

City staff expect to see Requests for Proposals (RFP) being released in the next two to eight months and then continue to be released intermittently over the next three years. Most of these RFPs will ask what the City did to solicit community input and how the input was adopted as part of the City’s grant request. As such, staff suggest the PSC conduct a community “mini-charrette” to solicit input on the “Future of Ukiah Parks” as a means to solicit input. A charrette is a focused, immersive workshop that encourages collaboration among

stakeholders like community members, developers, and design experts. This will provide a baseline of community input that can be used as staff pursue these grants. It may be possible to have additional community forums to seek community input on specific grant projects. However, often there is little time between an RFP being released and its due date. This baseline of community input will help City grant writers if time constraints preclude the solicitation of grant-specific input.

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**Recommended Action:** Conduct a community forum to discuss the future of parks in the Ukiah Valley and solicit public input to inform decisions regarding the improvement of existing parks and the development of new parks as well as the improvement of public spaces.

## **ARTICLE 1. PUBLIC SPACES COMMISSION**

SECTION:

[§1000: Creation](#)

[§1001: Membership; Appointment](#)

[§1002: Term Of Office; Vacancies](#)

[§1003: Duties And Powers](#)

[§1004: Compensation](#)

[§1005: Chairperson; Officers](#)

### **§1000 CREATION**

There is hereby created a Public Spaces Commission. This advisory body shall report to the City Council. (Ord. 783, §1, adopted 1982; Ord. 916, §2, adopted 1990; Ord. 1020, adopted 1999; Ord. 1219, §2, adopted 2022)

### **§1001 MEMBERSHIP; APPOINTMENT**

The Commission shall consist of five (5) at large members who may reside within the City limits or outside the City limits but within the Ukiah Valley; provided, that a majority, i.e., three (3), of the five (5) Commission members must reside within the City limits.

All members of the Commission shall be appointed by the City Council. (Ord. 783, §1, adopted 1982; Ord. 890, adopted 1989; Ord. 916, §2, adopted 1990; Ord. 935, §2, adopted 1993; Ord. 1020, adopted 1999; Ord. 1100, §1, adopted 2007; Ord. 1159, §1, adopted 2015; Ord. 1219, §2, adopted 2022; Ord. 1252, §1, adopted 2025)

### **§1002 TERM OF OFFICE; VACANCIES**

All appointments to this Commission shall be for a term of three (3) years. Reappointments to the Commission shall be pursuant to Chapter 4, Article 5 of this division. (Ord. 783, §1, adopted 1982; Ord. 916, §2, adopted 1990; Ord. 1020, adopted 1999; Ord. 1219, §2, adopted 2022)

### **§1003 DUTIES AND POWERS**

The Public Spaces Commission shall provide advice and recommendations to Council regarding (1) City-owned properties that are open to the public, free of charge, such as parks, paths, and public rights-of-way; (2) creeks within the City limits; (3) open spaces within and outside of the City limits that are undeveloped and conserved or in consideration of future conservation; (4) and the recreational uses of these spaces. In addition, the Public Spaces Commission shall have the power and duty to:

A. Solicit, collate, and analyze public input on the wise use of public spaces.

- B. Provide recommendations and advice to both City staff and the City Council based on said public input.
- C. If deemed necessary by the Commission, form working groups in collaboration with City staff to explore and formulate advice or recommendations on specific areas regarding the wise use of public spaces.
- D. Commission activities related to solicitation, review, and analysis of public input shall be guided by the Community Outreach Plan. The Commission shall prepare and annually update a Community Outreach Plan to be approved by City Council. The Community Outreach Plan will guide the methodology, scheduling, and tracking of the Commission's community engagement.
- E. The Commission shall hold at least six (6) regular meetings per year as scheduled and noticed in compliance with the annually updated Community Outreach Plan. It shall adopt rules for the transaction of business which shall be included in the Community Outreach Plan.
- F. The Commission shall keep a record of its transactions, findings, recommendations, and any other action item, which record shall be a public record. (Ord. 783, §1, adopted 1982; Ord. 916, §2, adopted 1990; Ord. 1020, adopted 1999; Ord. 1219, §2, adopted 2022)

#### **§1004 COMPENSATION**

The members of the Commission shall receive no compensation, except such traveling expenses as are authorized by law. (Ord. 783, §1, adopted 1982; Ord. 916, §2, adopted 1990; Ord. 1219, §2, adopted 2022)

#### **§1005 CHAIRPERSON; OFFICERS**

The Commission shall elect a chairperson from among its members for a term of one year and may elect such other officers as it may determine. (Ord. 783, §1, adopted 1982; Ord. 916, §2, adopted 1990; Ord. 1219, §2, adopted 2022)