

City of Richmond - RECREATION AND PARKS COMMISSION
Community Services Building, Council Chambers, 440 Civic Center Plaza

MINUTES
WEDNESDAY, JANUARY 08, 2020, 6:00 PM

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A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Meeting called to order by Chair Hurlbut at 6:03 p.m.

B. ROLL CALL

PRESENT: Maryn Hurlbut, Soheila Bana, Eleanor Thompson, Pardip Saini, Allison Blakeley, Joey Smith, Brendan Havenar-Daughton, Remi Payne

ABSENT:

C. AGENDA REVIEW AND ADOPTION

- Chair Hurlbut advised Presentation a. & b. have been postponed to the February meeting
 1. Comm. Saini motioned to accept the agenda with changes; Comm. Thompson seconded; passed unanimously.

D. ANNOUNCEMENTS & REPORTS THROUGH THE CHAIR

- Outstanding Items
 1. December Commission Roundtable work session canceled; next meeting is Jan 14, 2020
 2. Next regularly scheduled Commission Meeting is Jan 8, 2020
 3. Commission Trust balance: \$413.08
 4. Announced several events; highlighted collection of funds for Snowball
 5. Provided report of Commission programming
- Membership Changes
 1. Welcome Allison Blakely

E. OPEN FORUM

- Cordell Hindler, Richmond resident – spoke about filling vacancies with a young adult; invited Commission members to several events; provided thoughts on the CSD rental policy
- Garry Hurlbut – gave updates on the Richmond Tennis Association

F. CONSENT CALENDAR

- APPROVE – December 4, 2019 minutes
 1. Vice-Chair Smith motioned to accept the minutes; comm. Thompson seconded; passed unanimously.

G. STAFF REPORTS

- Parks and Landscaping Division – oral & visual report provided by Greg Hardesty
- Engineering & Capital Improvement Projects – no report
- Community Services Department – oral report provided by Ranjana Maharaj, Comm. Services Admin Mgr.

H. PRESENTATIONS, DISCUSSIONS, & ACTION ITEMS

- REVEIW & APPROVE Statement of Policy & Guidelines for Naming of Parks, Facilities and Re-Naming Streets for City Council approval – Chair Hurlbut
 1. Upon discussion, Comm. Havenar-Daughton motioned to forward the draft of guidelines to the city Attorney's office for review; Vice-Chair Smith seconded; 1 abstention, 1 nay, 6 aye – passed unanimously

2. Upon discussion, the application will be reviewed between Staff Liaison and Chair Hurlbut in order to ensure alignment with the intersection of purchasing park benches, tables, plaques, and monuments.

I. COMMISSIONER LIAISON REPORTS

- Comm. Bana – reported her participation in the Snow Ball, enjoyed the experience
- Comm. Blakeley – joined an ad-hoc committee
- Comm. Havenar-Daughton – no report
- Comm. Payne –spoke about her volunteer efforts and observations of : purchased a bicycle and donated to Men & Women of Valor toy drive on behalf of Commission
- Comm. Saini – reported his observations from several areas of dumping and homelessness
- Vice-Chair Smith – discussed her volunteer efforts
- Comm. Thompson – ****
- Chair Hurlbut –***

A. ACTION ITEMS RECAP

- Renaming Policy
 - Format guidelines and forward to City Attorney
 - Review application and bring back to Commission for approval
- Review items for Round Table

B. FUTURE AGENDA ITEM RECOMMENDATIONS

- Community Center occupancy signs
- Presentation of repairs and upgrades to CSD facilities
- Review of statement and request for increased budgets for DIMO & CSD

C. ADJOURNMENT

Meeting adjourned at 7:32 p.m.

D. SCHEDULED MEETINGS

Round Table Discussion – Tuesday, January 14, 2020, 6:00 p.m., 305 Seacliff Way, Richmond, CA 94801
Commission Meeting – Wednesday, February 5, 2020 6:00 p.m., Community Services Building, Council Chambers, 440 Civic Center Plaza.

Minutes respectfully submitted by:

Ms. Johann M. Frazier, Executive Secretary