

# CITY OF RICHMOND

## Recreation & Parks Commission

Wednesday, March 4, 2020 6:00 PM

Community Services Building, Council Chambers, 440 Civic Center Plaza

**This meeting is held in a building that is accessible to people with disabilities.\***



### Members:

**Maryn Hurlbut**  
Chair

**Joey Smith**  
Vice-Chair

**Brendan Havenar-Daughton**  
Secretary

**Remi Payne**  
Treasurer

**Soheila Bana**

**Allison Blakeley**

**Pardip Saini**

**Eleanor Thompson**

6:00 PM **Call to Order and Pledge of Allegiance** (1 min.)

6:01 PM **Roll Call** (1 min.)

6:02 PM **Welcome and Meeting Procedures** (1 min.)

*Residents of Richmond who would like to address the commission on matters **NOT** listed on the agenda may do so under Open Forum. Please sign-in with the note taker prior to the commencement of Open Forum.*

*Residents of Richmond who want to comment on an individual item listed on the Agenda, will be allowed to do so after the item is heard and **NOT** during Open Forum. Please sign-in with the note taker before the item is called.*

*The standard amount of time for each speaker, in either instance, will be three minutes.*

6:03 PM **Agenda Review and Adoption** (1 min.)

*The order in which items will be heard may be adjusted at this time. In addition, items may be removed from or placed on the Consent Calendar at this time.*

6:04 PM **Announcements & Reports through the Chair** (6 min.)

Standing Reports:

- a. Outstanding Items
- b. Membership Changes

6:10 PM **Open Forum** (3 min. per person limit)

*Issues brought to the attention of the Commission in the Open Forum cannot result in action at this meeting.*

6:20 PM **Consent Calendar** (2 min.)

*Items on the consent calendar are considered matters requiring little or no discussion and will be acted upon in one motion.*

- a. APPROVE – February 5, 2020 minutes

6:22 PM **Ad Hoc Reports** (10 min.)

- a. Associate Commissioner Program – Chair Hurlbut
- b. On-line Recreation and Parks Commission Guide – Comm. Blakeley
- c. Walk of Honor – Vice Chair Smith
- d. Naming of Parks, Streets, Monuments – Chair Hurlbut
- e. Liaison UFAC - new tree planting – Sec. Havenar-Daughton

6:32 PM **Staff Reports** (23 min.)

- a. Public Works: Facilities and Parks & Landscaping Division
- b. Community Services Department

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**6:55 PM Presentations, Discussions, & Action Items (65 min.)**

*Following discussion of each item, the Commission may vote to make recommendations to staff or to the City Council.*

- a. Community Centers Occupancy Load signage requirements – Eric Govan, COR Fire Marshal
- b. Election of Commission Chair

**8:00 PM Commissioner Liaison Reports [16 min. (2 min. per member)]**

*At 8:00 PM, any items remaining on the agenda that require immediate attention may be moved to this time. All other items will be tabled to another or the following commission meeting in order to make fair and attentive decisions. **This meeting adjourns at 8:30 PM.** The meeting may be extended by a majority vote of the commissioners.*

**8:16 PM Commissioner Comments [8 min. (1 min. per person)]**

**8:24 PM Action Items Recap (2 min)**

**8:26 PM Future Agenda Item Recommendations (4 min)**

**8:30 PM Adjournment**

**Scheduled Meetings:**

Round Table Discussion – Tuesday, March 10, 2020, 6:00 PM, Pt. Richmond Community Center, 139 Washington Ave., Richmond, CA 94801

Commission Meeting – Wednesday, April 1, 2020, 6:00 PM, Community Services Building, Council Chambers, 440 Civic Center Plaza

Staff Liaison: Johann Frazier  
(510) 620-6950 – recreation@ci.richmond.ca.us

**COMMUNICATION ACCESS INFORMATION:**

This meeting is being held in a wheelchair accessible location. To request disability related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator, at (510) 620-6509 at least three business days before the meeting date.