



**CITY OF RICHMOND**  
**Recreation & Parks Commission Meeting**  
**AGENDA**

**Wednesday, July 14, 2021 6:00 PM**

This meeting is held on Zoom that is accessible to people with disabilities.

Zoom link: <https://zoom.us/j/93771521625?pwd=ZEI1Q0ZiOHV4b0lRRnZjeUYxak9RZz09>

**Webinar ID: 937 7152 1625**

**Passcode: 156963**

Or One tap mobile: +16699006833, or 93771521625# US (San Jose)

Or join by phone: US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

International numbers available: <https://zoom.us/u/abTvlsoMuj>

**Board Members:** Joey Smith, Chair, Brendan Havenar-Daughton, Vice Chair, Allison Blakeley, Secretary, Remi Payne, Treasurer  
**Commissioners:** Maryn Hurlbut, Soheila Bana, Pardip Saini, Eleanor Thompson, Catalin Kaser

1. **Call to Order** (1 min)

2. **Roll Call** (1 min)

3. **Welcome and Meeting Procedures** (1 min)

*Individuals who would like to address the Recreation and Parks Commission on relevant matters not listed on the agenda or on Department Reports for Information items not pulled for discussion, may do so under Open Forum.*

*Public comment may be made on agenda items when the item is discussed. The standard amount of time for each speaker, in either instance, will be two (2) minutes.*

4. **Agenda Review** (1 min)

*The order in which items will be heard may be adjusted by Commissioner vote at this time. In addition, items may be removed from or placed on the Consent Calendar at this time. Individual items may be removed from Department Reports for Information for discussion, explanation, or continuance to a future meeting. In addition, the order in which items will be heard may be adjusted at this time.*

5. **Announcements through the Chair** (5 min.)

6. **Open Forum** (10 min.; 2 min per speaker)

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

7. **Ad Hoc Committee Statements** (10 min.)

8. **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.*

APPROVE minutes of the June 2, 2021 meeting.

9. **Department Reports For Information** (10 min)

*Unless items were pulled for discussion during Agenda Review, all reports are considered received and accepted by the commission requiring no further action.*

- a. Public Works: Facilities and Parks & Landscaping Divisions
- b. Community Services Division: CSD, Pools, Neighborhood & Volunteer Services.

10. **Presentations** (20 min.)

- a. RECEIVE a presentation on the status of Harbour 8, the Yellow Brick Road and other Pogo Park projects – Toody Maher, Founder, Pogo Park
- b. RECEIVE a presentation from staff regarding combining the Commission’s monthly Round Table meeting with the Commission’s regularly scheduled first Tuesday of the month meetings (this item was carried over from the June 2, 2021 meeting) - Staff

11. **Discussions and Action Items**

*Following discussion of each item, the commission may vote to make recommendations to Commissioners, staff and/or to the City Council.*

i. **ACTION ITEM:**

RECEIVE a report and recommendation from staff on the proposal to place markings on BTA tennis courts for Pickleball.

ii. **ACTION ITEM:**

RECEIVE updates from staff and/or requestor of the item on the status of items voted as the first three (3) prioritized items at the June 2, 2021, Commission meeting and DISCUSS and VOTE on further action.

**Priority #1**

Request to City Council to name Baseball Diamond #2 at Nicholl Park the “Willie Mays Field” – requestor Charles Cavenas.

**Priority #2**

Request to City Council to accept a resolution to add one or two “Associate (youth) Commissioners” to a Junior College for credit program.

Priority #3

Address Action Plan for UFAC combined Arbor Day project to include tree plantings for 2021 – requestor Brendan Havenar-Daughton.

- iii. Set priority and call for next action on the remainder of the items for the Commission
- a. Request to City Council to declare a “Willie Mays Day” with fanfare at the Opening of the Field.
  - b. Request to create a Kiosk concept paper to go out to bid as part of a “Walk of Honor” to be installed as part of the Yellow Brick Road project – Requestors – Charles Cavenes, Michele Seville and Toody Maher.
  - c. Send updated Rules for Naming or Re-naming of Parks, Facilities or Streets or Park Tables and Benches with accompanying fill in the blanks application form with imbedded instructions – requestor by Rec. & Parks Commission, Parks & Landscaping and CSD.
  - d. Create new business cards for commissioners who do not have them – Remi Payne and Brendan Havenar-Daughton.

12. **Commissioner Liaison Reports** [18 minutes, (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.*

13. **Commissioner Comments** (9 min.;1 min. per person)

14. **Agenda Setting for Next Meeting and Future Topics** (3 min.)

15. **Adjournment** (1 min.)

NEXT MEETING: Wednesday, August 4, 2021 at 6:00 p.m. via Zoom

*As presiding officer, the Recreation and Parks Commission Chair has the authority to preserve order at all Recreation and Parks Commission meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Commission, and to enforce the rules of the Commission. Any documents produced by the City and distributed to the Commission regarding any item on this agenda will be made available at the Community Services/Recreation Division located at 3230 Macdonald Avenue, Richmond, California during normal business hours.*

**ALL COMMISSION MEMBERS WILL PARTICIPATE VIA VIDEO OR TELECONFERENCE  
CORONAVIRUS DISEASE (COVID-19) ADVISORY**

Due to the coronavirus (COVID-19) pandemic, Contra Costa County and Governor Gavin Newsom have issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact. (See, for example, March 31, 2020 County Order extending the shelter-in-place order until May 3, 2020 & March 19, 2020 statewide shelter-in-place order.) Accordingly, Governor Gavin Newsom has issued executive orders that allow cities to hold public meetings via teleconferencing (Executive Order N-29-20). Both <https://www.coronavirus.cchealth.org/> and <http://www.ci.richmond.ca.us/3914/> Richmond-Coronavirus-Info provide updated coronavirus information.

DUE TO THE SHELTER IN PLACE ORDERS, participation in the Recreation and Parks Commission will be by teleconference only. Public comment will be confined to items appearing on the agenda and will be limited to the method provided below. Consistent with Executive Order N-29-20, this meeting will utilize video/teleconferencing only. The following provides information on how the public can participate in this meeting.

**How to observe and/or participate in the meeting from home:**

The Recreation and Parks Commission meetings can be accessed using the below methods:

Zoom webinar link: <https://zoom.us/j/93771521625?pwd=ZEI1Q0ZiOHV4b0lRnZjeUYxak9RZz09>

**Webinar ID: 937 7152 1625**

**Passcode: 156963**

Or One tap mobile: +16699006833,or 93771521625# US (San Jose)

Or join by phone: US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

Webinar ID: 937 7152 1625

International numbers available: <https://zoom.us/u/abTvlsoMuJ>

- a. To comment by video conference, click on the Participants button at the bottom of your screen and select the "Raise Your Hand" button to request to speak when Public Comment is being asked for. Speakers will be called upon in the order they select the "Raise Your Hand" feature. When called upon, press the unmute button. After the allotted time, you will then be re-muted. \*\*
- b. To comment by phone, you will be prompted to "Raise Your Hand" by pressing "\*9" to request to speak when Public Comment is asked for. When called upon, you will be asked to unmuted by pressing \*6. After the allotted time, you will then be re-muted. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> -Joining-a-meeting-by-phone. \*\*

**MEETING SCHEDULE**

**Regular Commission Meeting: First Wednesday of the month; Second Wednesday for the July and January meetings**

**Public comments may be submitted:**

1. Via email to [rec.parkscommission@gmail.com](mailto:rec.parkscommission@gmail.com) and state "Rec.& Parks Commission Speaker." Your email must contain in the subject line **public comments – Item #**. All comments must be submitted on or before 12 pm of meeting date and must include the following:

- a) Your Name
- b) Your Phone Number
- c) The item for which you wish to make a Public Comment.

Requests for comments received via email during the meeting and up until the public comment period on the relevant agenda item if closed, will be accommodated as is reasonably possible and will be limited to a maximum of one to two minutes, depending on the number of commenters.

The City cannot guarantee that its network and/or the site will be uninterrupted.

**Record of all public comments:** All public comments will be considered a public record, put into the official meeting record, and considered before Commission action. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

**Accessibility for Individuals with Disabilities:** Upon request, the City will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting.

Requests should be emailed to [cprc@ci.richmond.ca.us](mailto:cprc@ci.richmond.ca.us) or submitted by phone at 510-620-6512, ext. 5458. Requests will be granted whenever possible and resolved in favor of accessibility. If an interpreter is required, that request must be submitted seven calendar days prior to the meeting in question by calling the CSD office at 510 620-6793, attention Ranjana Maharaj.

**Effect of Advisory on In-person public participation:** During the pendency of the Executive Order N-29-20, the language in this Advisory portion of the agenda supersedes any language below in the meeting procedures contemplating in-person public comment.

**Recreation and Parks Commission  
2021 Meeting Attendance**

Item #2

Commissioner	Term	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	July 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Total Absences
<b>Maryn Hurlbut</b> Re-appointment 12/3/19	10/26/21	P	P	P	P	P	P							
<b>Joey Smith</b> Re-appointment 12/3/19	10/26/21	P	P	P	P	P	P							
<b>Brenden Havenar-Daughton</b> Re-appointment 11/5/19	10/26/21	P	P	P	P	P	P							
<b>Pardip Saini</b> Re-appointment 12/4/18	10/26/21	P	P	P	P	P	P							
<b>Soheila Bana</b> Re-appointment 3/17/20	10/26/21	P	P	P	P	P	P							
<b>Allison Blakely</b> Re-appointment 12/3/19	10/26/21	P	P	P	P	P	P							
<b>Eleanor Thompson</b> Re-appointment 12/4/18	10/26/21	P	P	P	P	P	P							
<b>Remi Payne</b> Re-appointment 6/18/19	10/26/21	P	P	P	P	P	A							
<b>Catalin Kaser</b> Re-appointment 6/15/21	4/28/24	-	-	-	-	-	P							

**Legend**  
**P = Present**  
**A = Absent**  
**E = Excused Absence**

Excused absences are:  
 1. Military and related military service leave  
 2. Bereavement  
 3. Attendance of Commission related conferences and meetings.

# Richmond Recreation & Parks Commission

## MINUTES

Wednesday, June 2, 2021 6:00 PM



To view a video of this meeting click on this link:  
[https://richmond.granicus.com/ViewPublisher.php?view\\_id=37](https://richmond.granicus.com/ViewPublisher.php?view_id=37)

▪ **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Meeting called to order by Chair Hurlbut at 6:02 p.m.

▪ **ROLL CALL**

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

ABSENT: Remi Payne

Chair Hurlbut provided a brief overview of the meeting procedures and informed the attendees of the one minute time to speak on an item.

▪ **AGENDA REVIEW AND ADOPTION**

- Commissioner Smith made a motion to change the order of the agenda and move the Presentation from Staff and James Atencio, Assistant City Attorney, regarding combining the Commission’s monthly Round Table meeting with the Commission’s regularly scheduled first Tuesday of the month meetings after the Action Items. This item was seconded by Commissioner Blakely. The motion passed unanimously.

▪ **ANNOUNCEMENTS & REPORTS THROUGH THE CHAIR**

1. If you need an interpreter at this meeting, call 510-620-6793 at least seven calendar days before the meeting.
2. The June 8<sup>th</sup> Commission Roundtable is cancelled.
3. The Next Commission meeting will be held on Wednesday, July 14, 2021 via ZOOM
4. Currently \$413.80 in the Commission Trust Account and \$1,000 in the RTA Snow Ball Account
5. Membership Changes: Welcome Catalin Kaser
6. Anyone wishing to speak during this meeting must send an e-mail to [rec.parkscommission@gmail.com](mailto:rec.parkscommission@gmail.com) by 12 pm the day of the meeting with subject line -“rec&parks commission speaker” and state your comments and “Open Forum” or “Staff Reports” as example of topic to be discussed.
7. Snow Ball 2021 has received its first donation from RPAL for \$1,000

▪ **OPEN FORUM**

- Toody, Pogo Park Executive Director, provided the Commission with a status update about Harbor Eight Park at Richmond Greenway. She said they had just completed the first conceptual plans for Harbor Eight Park and they will share more information at a future Commission Meeting.

▪ **CONSENT CALENDAR**

- APPROVE – May 5, 2021 minutes  
Chair Hurlbut called for a motion to accept the minutes. Moved by Commissioner Smith and seconded by Commissioner Havenar-Daughton, the motion passed unanimously.

▪ **STAFF REPORTS**

- Community Services Interim Director, LaShonda White introduced herself to the Commission.

- Library & Community Services Department – oral & visual report provided by Ranjana Maharaj, Community Services Administrative Manager.
- Remarks and report from Jim Nantell since this was his last meeting with the Commission.

▪ **PRESENTATIONS, DISCUSSIONS, & ACTION ITEMS**

**ACTION ITEM:** Election of Officers to the Recreation and Parks Commission (Officer Posts are Chair, Vice Chair, Secretary and Treasurer)

Chair Hurlbut called for votes for the new officers based upon the nominations provided by the Nominating Committee. The new officers that were voted for Commission were:

Chair – Joey Smith, Vice Chair – Brendan Havenar-Daughton, Secretary-Allison Blakely, and Treasurer-Remi Payne.

**ACTION ITEM:** Request to Rename “South Street” in honor and memory of Ethel Geraldine Dotson – Sponsored by Councilmember Melvin Willis. Presentation by Naomi Williams, Pullman Neighborhood Council President/COA Commissioner.

- Jan Mignone, spoke in support of the Street renaming.
- Clarita Griffin, spoke in support of the Street renaming.
- Kariti, spoke in support of the Street renaming after his mother, Ethel Geraldine Dotson.
- Marena Brown, shared her support in the renaming part of “South Street” to” Ethel Dotson South.”
- Clarita Griffin, spoke in support of the renaming of “South Street” to” Ethel Dotson South.”
- Dr. Henry Clark, spoke in support of the renaming of “South Street” to” Ethel Dotson South.”

Chair Hurlbut motioned for a vote. Commissioner Thompson moved to accept the proposal to name South Street to Ethel Dotson South and recommended this item be presented to City Council for approval. The motion was seconded by Commissioner Smith. The motion carried by a unanimous voice vote.

At 8:02 pm, the Commissioner Bana motioned to take a vote to extend the meeting until everything on the agenda was addressed. This motion was seconded by Commissioner Smith; the motion did not carry. At 8:09 pm, Commissioner Thompson proposed an amendment to the motion to extend the meeting to 8:45 pm. This motion was seconded by Commissioner Saini. The motion passed unanimously.

**ACTION ITEM:** Discussion and prioritization of all pending items by Commission:

- a) Request to City Council to name Baseball Diamond #2 at Nicholl Park the “Willie Mays Field” – requestor Charles Cavenes
- b) Request to City Council to declare a “Willie Mays Day” with fanfare at the Opening of the Field
- c) Request to City Council to accept a resolution to add one or two “Associate (youth) Commissioners” to a Junior College for credit program – requestor Recreation & Parks Commission with CSD (resolution letter was included)
- d) Request to create a Kiosk concept paper to go out to bid as part of a “Walk of Honor” to be installed as part of the Yellow Brick Road project – Requestors – Charles Cavenes, Michele Seville and Toody Maher
- e) Send updated Rules for Naming or Re-naming of Parks, Facilities or Streets or Park Tables and Benches with accompanying fill in the blanks application form with imbedded instructions – requestor by Rec. & Parks Commission, Parks & Landscaping and CSD
- f) ~~Request to present to the Recreation & Parks Commission a renaming of part of South Street to Ethel Dotson South – requestor Naomi Williams – this was a separate item that the Commission voted on during the meeting.~~
- g) Create new business cards for commissioners who do not have them – Remi Payne and Brendan Havenar-Daughton
- h) Address issues around the monthly Recreation & Parks Commission Round Table meeting

- i) Address presentations from staff and RTA on location and timing of placement of Pickle Ball lines on existing city tennis courts
- j) Address Action Plan for UFAC combined Arbor Day project to include tree plantings for 2021 – requestor Brendan Havenar-Daughton

- From the list above, c, a, and j have been determined to be the top priority items.

- **ACTION ITEMS RECAP**

- a. Item c – need a response from legal. LaShonda White and/or Ranjana Maharaj to follow up and provide update at the next meeting.
- b. Item a – Chair Hurlbut to look for Presentation and Minutes for this item and send it to all the Commissioners.
- c. Item j – To be continued at the next meeting.
- d. The remainder of the items to be discussed at the July meeting

At 8:44 pm, Chair Hurlbut called for a motion to roll over all pending items to the July meeting. Moved by Commissioner Havenar-Daughton and seconded by Commissioner Smith, the motion passed unanimously.

- **COMMISSIONER LIASON REPORTS**

No report. Item tabled to the July meeting

- **ADJOURNMENT**

- Meeting adjourned at 8:47 P.M.

Respectfully Submitted,  
Marisella Cardenas, Office Specialist

Memo



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COMMUNITY SERVICES DEPARTMENT/RECREATION  
Jim Nantell, Recreation and Parks Commission Staff Liaison

**TO:** Chair Smith and Commission Members

**FROM:** Jim Nantell, Recreation and Parks Commission Staff Liaison

**SUBJECT:** Discontinuation of Monthly Round Table Meetings

**DATE:** July 6, 2021

### **Recommendation**

Receive presentation on the City Attorney's Request and staff's decision to discontinue the second monthly (Round Table) meeting.

### **Background**

Questions relative to the processing of the proposed Disc Golf Course resulted in a review by the City Attorney's Office of past Commission meetings. At the conclusion of that review, for the reasons discussed below, the City Attorney's Office has requested that R & P Commission discontinue the monthly Round Table Meeting and return to the long standing practice of one regular monthly meeting.

1. Based on discussion with staff and Commissioners it began evident that a widely held perspective was that the Round Table meeting was a "work session" which is where the real work was done and the regular monthly meeting was where the Commission formalized the decisions reached during the Round Table Meeting.
2. The practice of separating the deliberation conversations from the formal voting action is contrary to the intent of the Brown Act to ensure that public has the opportunity to hear the deliberation phase of the process at the same meeting where action is taken.
3. Given the recollection of staff and commissioners that the public seldom, if ever, attended the Round Table meetings the concern is that by billing them as "work sessions" may have led the public to conclude they were internal work meetings for Commission as compared to the Regular Monthly Meetings.
4. Since some of the Commissioners were inclined to not attend the Round Table Meetings they were not able to participate in deliberation phase the process.
5. Some Commissioners indicated they preferred the more typical practice, as called for in the enabling ordinance, of one monthly meeting rather than two monthly meetings.
6. The Round Table meeting has resulted in commissioners assuming the duties of tracking

information on park maintenance and contact to city departments for follow up. Those responsibilities are more appropriately handled by the city staff assigned to support the commission.

7. Although the enabling ordinance allows for scheduling special commission meeting a desire to continue with the second monthly meeting would require approved by both the effected department and the City Council.

To avoid the unintended consequences of separating the monthly business of the Commission into two meeting the Community Service Department concurs with the request of the City Attorney to discontinue the more recent practice of holding the monthly Round Table meeting. Staff is confident that the good work undertaken by the Commission during Round Table meetings can be integrated into the Commission's regular monthly meetings. Although it will likely increase the time of the regular monthly meeting, the total monthly meeting time required of the Commission should be no greater and probably less. Staff assumption of tracking commissioner reports of issues identified from their monthly park tours and following up with the appropriate city staff should reduce the time demands on the Commission Chairperson. In addition discontinuation of the Round Table meeting will eliminate the time required of the Commissioner serving as the Secretary to record and publish the minutes for those meetings.



**RECREATION AND PARKS  
COMMISSION  
REPORT FROM STAFF**

**DATE:** July 14, 2021

**TO:** Recreation and Parks Commission

**FROM:** Tetteh Kisseh, Recreation Supervisor  
Greg Hardesty, Parks and Landscaping Superintendent

**SUBJECT:** Repurpose Booker T. Anderson Tennis Courts to include four Pickleball Courts

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**STATEMENT OF THE ISSUE:**

The Community Services Department-Recreation Division and Parks and Landscaping Division intend to repurpose the Booker T. Anderson Tennis Courts into multi-use courts by superimposing six Pickleball courts (lines only onto the Tennis Courts).

**RECOMMENDED ACTION:**

RECEIVE a request from staff to superimpose six Pickleball courts onto the Booker T. Anderson Tennis Courts to make it a multi-sport use sport facility and RECOMMEND to City Council to provide approval for this request.

**FINANCIAL IMPACT OF RECOMMENDATION:**

This project will have no financial impact on the City budget. The \$5,000 funding that is going to be used for this project is from the ECIA mini grant that was awarded to Darlene Drapkin from the East Bay Pickleball Association.

## **DISCUSSION:**

Pickleball is considered one of the fastest-growing sports in the United States. Due to the soaring popularity of this game, many parks and recreation departments are now adding pickleball to their sports programming. Currently the Community Services Department-Recreation Division does not have Pickleball courts or offer Pickleball programs for its residents. Darlene Drapkin, a Richmond Pickleball Ambassador and a member of the East Bay Pickleball Association reached out to the Community Services/Recreation Division to propose creating Pickleball courts and to provide Pickleball as a sport in Richmond. She applied for and received a \$5,000 grant award from the Environmental and Community Investment Agreement (ECIA) mini-grant. These funds are being proposed to repurpose six Pickleball court line markings at Booker T. Anderson Tennis Courts.

Ms. Drapkin presented this proposal to the Southside Plus One Neighborhood Council meeting on Wednesday, June 23, 2021. The Southside Plus One Neighborhood Council voted to approve the Pickleball court line markings at the Booker T. Anderson Tennis Courts.

Pickleball is a paddle sport that combines elements of tennis, badminton, and ping-pong using a paddle and plastic ball with holes. It is a game that is appropriate for players of all ages and skill levels. Rules for pickleball are simple, making it a great introductory sport. It can also be quite the challenging, fast-paced, and competitive game when people become more experienced at playing.

### **Pickleball is Ideal for All Skill Levels**

Pickleball rules are so similar to ping-pong; it can be easy for practically anyone to learn how to play the game. Whether you're a beginner who just wants to learn a new sport for fun, or you're a seasoned player who craves the thrill of more competitive play, pickleball offers something for everyone.

### **Pickleball is a Social Activity**

Pickleball court is smaller than a tennis court (you can actually convert one tennis court into four pickleball courts), gameplay allows players to be close enough to one another that they can hold conversations. So, if someone is looking to bond with family or have an outing with friends' new or old, pickleball makes it easy to do just that while also enjoying a fun activity and workout.

### **Playing Pickleball is Healthy**

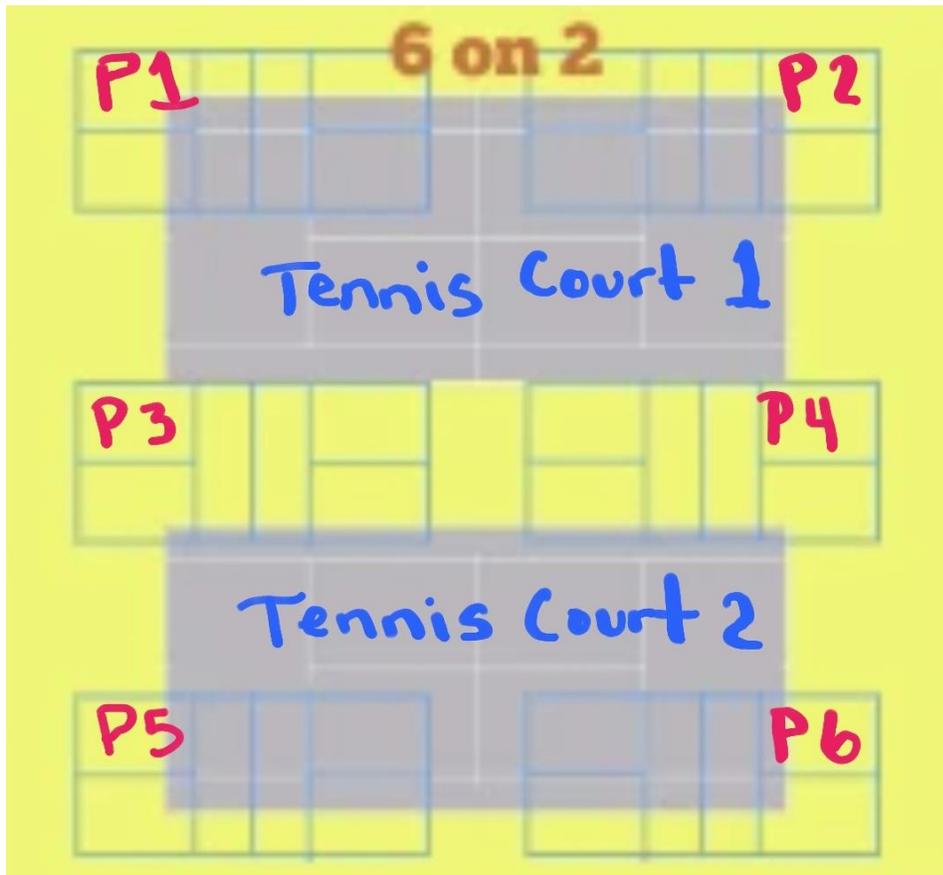
If you are looking for some great exercise for your mind and body, pickleball can't be beat. Playing pickleball allows you to work on your balance, agility, reflexes, and hand-eye coordination without putting excessive strains on your body. Pickleball is a wonderful alternative for older players who used to play tennis, but have physical limitations such as hip, shoulder, knee, or other joint problems.

## Pickleball is perfect for Parks and Recreation Departments

Many Recreation and Parks departments are already meeting the demands of the public and repurposing tennis courts for pickleball games. The Community Services Department-Recreation Division is looking to add an exciting, new program to our recreational offerings and pickleball is an affordable and popular choice.

Diagram A below indicates:

- Two tennis courts (inner grey rectangular boxes) with six pickleball courts
- P1-Pickelball Court 1
- P2-Pickelball Court 2
- P3-Pickelball Court 3
- P4-Pickelball Court 4
- P5-Pickelball Court 5
- P6-Pickelball Court 6



Attachments:

1. Approval Email from Southside Plus One Neighborhood Council

June 28, 2021

Maryn Hulbut,

Per your request on behalf of the Southside Improvement Group + 1, this I to confirm our agreement for the Pickle Ball Association to paint the Pickle Ball lines at the Booker T. Anderson tennis courts.

Participants at that meeting were, Myrtle Braxton, President of Laurel Park Neighborhood Council, Naomi Williams, President of Pullman Neighborhood Council and Co-chair SSIG+1, JC Farr, President of East shore Neighborhood Council, Tetteh Kisseh, Recreation Supervisor, Darlene Drapkin, Pickle Ball Organizer, Ahmed Anderson, Pickle Ball Advocate and Madalyn Law, President Park Plaza Neighborhood Council and Co-chair SSIG+1.

Please advise if there is any further information necessary for your request.

Sincerely,

Madalyn Law,

Co-chair SSIG+1



**RECREATION AND PARKS  
COMMISSION  
REPORT FROM STAFF**

**COMMUNITY SERVICES DEPARTMENT  
RECREATION DIVISION**

**DATE:** June 14, 2021  
**TO:** Recreation and Parks Commission  
**FROM:** Ranjana Maharaj, Community Services Administrative Manager  
**SUBJECT:** Request to Rename Baseball Diamond #2 to Wille May Field

**STATEMENT OF THE ISSUE:**

Response to the Recreation and Parks Commission regarding renaming Baseball Diamond # 2 at Nicholl Park to Willie May Field.

**DISCUSSION:**

On September 4, 2019, the Recreation and Parks Commission received a request to rename Baseball Diamond # 2 at Nicholl Park to Willie May Field. Although this item was presented to the Commission in 2019; the attached minutes of the September 4, 2019 meeting do not indicate that the Commission took a vote to move this item along the next process. This item was listed as a presentation item on the agenda.

**RECOMMENDED ACTION:**

Staff recommends that this item be agendaized at a future Recreation and Parks Commission meeting for their review and approval. Staff will provide the updated "Naming and Renaming of Facilities" document at the August meeting so that the process can be provided to the initiator of this item who can complete the required steps before placing it on the Recreation and Parks Commission agenda.

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

**MINUTES**  
**WEDNESDAY, SEPTEMBER 4, 2019, 6:00 PM\***

*\*digital sound recording unavailable*

**A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Meeting called to order by Chair Hurlbut at 6:00 p.m.

**B. ROLL CALL**

PRESENT: Maryn Hurlbut, Pardip Saini, Soheila Bana, Joey Smith (6:05), Eleanor Thompson, Remi Payne (6:12)

ABSENT:

**C. AGENDA REVIEW AND ADOPTION**

Chair Hurlbut advised Presentation b. will be conducted by Jermaine Worley in the absence of Charles Caveness; Commissioner Bana motioned to accept agenda with announced speaker change; Commissioner Thompson seconded; passed unanimously.

**D. ANNOUNCEMENTS & REPORTS THROUGH THE CHAIR**

- Outstanding Items
  1. Commission Roundtable work session scheduled for Tuesday, September 10, 2019
  2. Commission Trust balance: \$413.08
  3. Procedure for requesting speed bump installation from CIP (see the DIMO/Engineering-CIP punch list hand-out)
  4. Safety grab bars at the Richmond Swim Center and Plunge will be installed prior to the end of August
  5. There has been an outcry for expanded hours at the Plunge that should be noted again
  6. Construction at Shields-Reid is 65% complete – no specified end date
  7. Briefing from ad-hoc committees
- Membership Changes
  1. Resignation of Commissioner Payal Patel

**E. OPEN FORUM**

- Cordell Hindler, Richmond Resident – invited Commission members to a meeting event; asked Commissioners to attend other meetings
- Philip Rosenthal, Richmond Resident – made announcements regarding tree issues and concerns
- Benita Thomas – discussed issues with trees at their residence
- Cheryl Powell - discussed issues with trees at their residence
- Aimee Flynn-Curran - discussed issues with trees at their residence
- Garry Hurlbut, Richmond Resident, RTA President – provided updates on RTA school program

**F. CONSENT CALENDAR**

- APPROVE – letter to City Council dated August 19, 2019 re: Huntington Ave. renaming to Dalai lama Ave.
  1. Commissioner Smith so moved request to accept approval of letter as written; Commissioner Saini seconded; passed unanimously.
- APPROVE – August 7, 2019 minutes
  1. Commissioner Smith motioned to accept the minutes as written; Commissioner Saini 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 & visual report provided by Tetteh Kisseh

#### H. PRESENTATIONS, DISCUSSIONS, & ACTION ITEMS

- **Action Item** – Nomination and Election of Vice Chair – Maryn Hurlbut, Chair, Recreation and Parks Commission
  1. Chair recommended Commissioner Smith to hold position; Commissioner Thompson motioned to accept Joey Smith as new Vice Chair; Commissioner Saini seconded; passed unanimously.
- **Presentation** - Fiscal Year 2019-2020 Community Services Department Budget Presentation – Beth Cayme, Finance Manager II, CSD provided a budget summary
- **Presentation** - Concept and proposal to achieve three separate elements of "Honors" being requested by the Museum of African Americans – Jermaine Worley gave an oral and visual presentation of the following proposed projects, including status updates:
  1. Rename “Nicholl 1” baseball diamond to “Giants Willie Mays Field”
  2. Create a walkway to honor Richmond sports & civic heroes
  3. Acquire the property at 12<sup>th</sup> and Virginia Streets from the City of Richmond and create a proper project plan for The Museum of African Americans

#### I. COMMISSIONER LIAISON REPORTS

- Commissioner Payne – noted she attended Soulful Sunday and was welcomed
- Commissioner Bana – no report (no longer present)
- Commissioner Saini – talked about vacation and his visits to parks abroad; noted his observations from events
- Commissioner Smith – was not able to attend parks recently; will be available henceforth to participate fully
- Commissioner Thompson – asked about the fencing at Wendell Park and the after-school program at the Lucky A’s ball field
- Chair Hurlbut – announced email; reminded public re: punch list and priority items; noted positive park visits; discussed plan for fountain

#### A. ACTION ITEMS RECAP

#### B. FUTURE AGENDA ITEM RECOMMENDATIONS

- Budget review for DIMO & CIP
- presentations on any of the ad hoc committee completions

#### C. ADJOURNMENT

Meeting adjourned at 7:24 p.m.

#### D. SCHEDULED MEETINGS

Round Table Discussion – Tuesday, September 10, 2019

Commission Meeting – Wednesday, October 2, 2019, 6:00 p.m., Community Services Building, Council Chambers, 440 Civic Center Plaza.

Minutes respectfully submitted by:

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Ms. Johann M. Frazier, Executive Secretary



**RECREATION AND PARKS  
COMMISSION  
REPORT FROM STAFF**

**COMMUNITY SERVICES DEPARTMENT  
RECREATION DIVISION**

**DATE:** June 14, 2021  
**TO:** Recreation and Parks Commission  
**FROM:** Ranjana Maharaj, Community Services Administrative Manager  
**SUBJECT:** Associate Commissioner Position

**STATEMENT OF THE ISSUE:**

Response to the Recreation and Parks Commission regarding creating an Associate Commissioner position to serve as a non-voting member of the Recreation and Parks Commission.

**DISCUSSION:**

The Recreation and Parks Commission has requested that staff look into the possibility of creating an Associate Commissioner position on the Recreation and Parks Commission. This Associate Commissioner position was to be a non-voting member position and designed for a college student to receive college course credits for participating on the commission. The Recreation and Parks Commission has developed a curriculum and established relationships with local community colleges to start this program.

After consulting with the City Clerk’s Department and the City Attorney’s Office, staff does not recommend creating this position for the following reasons. The Fair Political Practices Commission (FPPC) requires that members of Boards and Commissions complete Form 700s when appointed to the commission. Members must also comply with all state laws that govern in this context such as the Brown Act, the FPPC’s gift limitations, and conflict of interest rules. In addition, they must complete ethics training (AB 1234). This is a significant responsibility that may not be the right fit for a student to receive course credit for one semester. Moreover, all members of boards and commissions are appointed by the Mayor and then approved by a vote of the City Council, not by members of the Recreation and Parks Commission.

**RECOMMENDED ACTION:**

Staff recommends that the Recreation and Parks Commission create an internship program that allows a student to shadow a commissioner during meetings. This way, youth can learn the issues the Recreation and Parks Commission address and how the Commission serves the public and the Richmond community.