

# Richmond Recreation & Parks Commission

## MINUTES

Wednesday, August 4, 2021 6:00 PM



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

Meeting called to order by Chair Smith at 6:01 p.m.

### ▪ **ROLL CALL**

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

ABSENT: Remi Payne

Chair Smith provided a brief overview of the meeting procedures. Per the request of Commissioner Bana, it was clarified that people who wish to speak at Open Forum, can be accommodated on the day of the meeting regardless of whether they submit an email to speak or not. Receiving an email notification is encouraged for the public so that the meeting time can be planned and the public accommodated.

### ▪ **AGENDA REVIEW AND ADOPTION**

**There were no changes to the published agenda.**

On motion by Commissioner Hurlbut; seconded by Commissioner Saini, the Commission voted to accept the agenda as published. 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 Next Commission meeting will be held on Wednesday, August 4, 2021 via ZOOM.
3. Currently \$413.80 in the Commission Trust Account and \$1,000 in the RTA Snow Ball Account. Chair Smith encouraged Commissioners to support the Snowball donation kickoff in September.
4. Membership Changes: None
5. Anyone wishing to speak during this meeting is encouraged to 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.

### ▪ **OPEN FORUM**

Garry Hurlbut from Richmond Tennis Association gave an update on the tennis programs offered to youth by volunteers and in collaboration with the Recreation Division. He said that adult programs have also started and they are playing in the East Bay championship games.

Kate Spaulding from Magic Lantern spoke regarding the use of the Point Richmond Community Center. She said her organization has been informed by the Recreation Division that they cannot continue to use the community center for their movie events since their event is a ticketed event which can only occur at the Convention Center. She said their event was set up to be offered from the Point Richmond Community Center since they installed their movie screen there. She request to present at the next Commission meeting

so she could share more information regarding her organization.

Cordell Hindler said his comments for the July meeting was not included in the minutes and would like staff to include that. He extended an invitation to the Commission to attend the Council of Industries Shoreline tour on October 8, 2021 at 1pm at the Harbormaster's Building. He added that the Blue Angels will be doing a show on the day of the event.

Mr. Hindler made comments that the Commission could limit the number of items on the agenda so that the public would not have to stay too long for the meeting to make comments.

▪ **AD HOC COMMITTEE STATEMENTS**

Brendan Havenar-Daughton provided an update regarding the Arbor Day event scheduled to be held on October 16, 2021 at 9am at Bay Vista Park. This tree planting day is a collaborative effort of the Urban Forestry Advisory Council, Groundworks Richmond and the City of Richmond.

▪ **CONSENT CALENDAR**

- APPROVE – July 14, 2021 minutes

Chair Smith called for a motion to accept the minutes. Moved by Commissioner Hurlbut and seconded by Commissioner Havenar-Daughton, the minutes for the July 14, 2021 meeting was approved with the following corrections:

Under **Open Forum** include comments from Garry Hurlbut and Cordell Hindler:

Garry Hurlbut spoke regarding working with volunteers to support the Recreation Division in providing the tennis and football programs.

Cordell Hindler invited the Commission to attend the Casablanca Show at the Red Oak Victory Ship on Thursday, July 15<sup>th</sup> at 6:30pm. This show is to support the Red Oak Victory Ship; the event is free but a \$10 donation would be welcome.

▪ **STAFF REPORTS**

- Public Works Department – oral report provided by Jose Urquilla, Superintendent of Facilities. Oral and visual report provided by Greg Hardesty, Superintendent, Parks and Landscaping.
- Library & Community Services Department – oral & visual report provided by Ranjana Maharaj, Community Services Administrative Manager.

▪ **PRESENTATIONS**

None.

▪ **DISCUSSIONS, & ACTION ITEMS**

The Commission decided to nominate Ad Hoc Committees to work on these items. Chair Smith called for Commission members to work on each Committee:

i. ACTION ITEMS:

The below items were prioritized at the June 2, 2021 meeting.

Priority #1

Rename name Baseball Diamond #2 at Nicholl Park the “Willie Mays Field”

**Committee members: Commissioners Hurlbut, Blakeley, and Smith**

Priority #2

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

**Committee members: Commissioners Hurlbut, Blakeley, and Smith**

Priority #3

Create Action Plan for UFAC combined Arbor Day project to include tree plantings for 2021

**Committee members: Commissioners Hurlbut, Havenar-Daughton, Kaser, and Thompson**

- ii. Since the below items were not previously prioritized, the Commission took action to prioritize these and/or appoint Ad Hoc Committees for items that needed further work:
- a. Submit a request to City Council to declare a “Willie Mays Day” with fanfare at the Opening of the Field **Priority #9**  
**Committee members: Commissioners Hurlbut, Smith, Thompson**
  - b. 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 **Priority #8**
  - c. Update 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 **Priority #4**
  - d. Create new business cards for commissioners who do not have them – Brendan Havenar-Daughton **Priority #10**
  - e. Vote for an official decision on the Commission Roundtable meetings **Priority #5**

For reference, below is a complete list of all items the Commission has been working on:

- a) *Request to City Council to name Baseball Diamond #2 at Nicholl Park the “Willie Mays Field” – requestor Charles Cavenes **Priority item #1, June 2, 2021 meeting***
- b) *Request to City Council to declare a “Willie Mays Day” with fanfare at the Opening of the Field **Priority #9***
- 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) **Priority item #2, June 2, 2021 meeting***
- 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 **Priority #8***
- e) *Update 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 **Priority # 4***
- f) *Request to present to the Recreation & Parks Commission a renaming of part of South Street to Ethel Dotson South – requestor Naomi Williams – **This item was already addressed at the June 2, 2021 Commission 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 **Agendized as a presentation item on July 14, 2021 Commission meeting Priority #8***
- i) *Review request to place Pickle Ball lines on existing city tennis courts. **Agendized as a presentation item on July 14, 2021 Commission meeting.***
- j) *Address Action Plan for UFAC combined Arbor Day project to include tree plantings for 2021 – requestor Brendan Havenar-Daughton. **Priority item #3, June 2, 2021 meeting***

The Commission decided to keep the same order of action items and discussed continuing to use Google docs for sharing documents on these tasks.

- **COMMISSIONER LIASON REPORTS /COMMENTS**

Commissioner Smith

- No additional reports apart from what she had reported under the Chair's Announcements.

Commissioner Havenar-Daughton

- Working with the CSD ECIA Grant Committee to review grant proposals. Total grant funding is \$50k where a grantee can apply for up to \$5k grant amounts.

Commissioner Blakeley

- Sent thank you emails to presenters from the July meeting.
- Picked up litter at some of the parks she visited.
- Started reading materials regarding the Commission as per the suggestion of former Chair and Commissioner Hurlbut.

Commissioner Hurlbut

- Created materials to transition to the new Chair.
- Met with Commissioner Blakeley to transition to the Secretarial role.
- Updated the Roadmap for Becoming a Good Commissioner, Commissioner Contact List and the Attendance File. She wanted to notate that the Commissioner Attendance file should show information for the rolling twelve month period to determine the correct information for absences.
- Discussed the use of Judge Carroll Park by Washington School at the Point Richmond Neighborhood Council meeting. There are problems of gophers and park use by dogs without leashes.
- Helped the Commission Secretary create the PPT for the meeting.
- Will do a final review of the Naming/Renaming document that she and former staff, Johann Fragd had updated before sharing with everyone.
- Visited all of her assigned parks between July and August and asked for a couple of garbage pickups.
- Sent out documents pertaining to the Willie Mays Field to the Commissioners.

Commissioner Bana

- Have been working with some El Sobrante community members to submit an \$8.5 million grant to develop a creekside community park. In the event they don't get the grant, the County plans to place this on the next ballot to raise money. Request that the Commission send a letter of support for these efforts.
- Suggested that the Commission should address items that deal with less bureaucratic process that will produce faster and concrete results.
- Suggested to invite the bicycle and pedestrian advisory committee to do a presentation to the Commission about their biking/walking activities and see how the Commission can support them as

part of the recreation opportunities they provide.

Commissioner Saini

- Visited various parks and noticed more people using the parks.
- Have concerns on illegal dumping and litter from the unhoused population.

Commissioner Thompson

- Visited a couple of parks and noticed tall grass that needed to be cut. She said she has been out of town for a couple of weeks and hope the tall grass has been cut. She said this was a concern of the May Valley Neighborhood Council.
- Shields Reid Park needs to be mowed.

Commissioner Kaser

- Enquired about her park assignments
- Was invited to the Richard Boyd Park to walk the park by a group of people who will eventually come to the Commission meeting to discuss a plan for revitalizing the park. This group of people is gathering data right now and will be bringing forth a proposal.
- Reported that Wendell Park has traffic issues that create a safety hazard for park users.
- Asked to have access to the Google doc that the Commission is using.

▪ **AGENDA SETTING FOR NEXT MEETING**

1. Dog Leash/dog waste Ordinance in multi lingual signs
2. Presentation from Magic Lantern – Kate Spaulding
3. Update on the unhoused population
4. Presentation from BPAC
5. Open Forum to be moved up on the agenda
6. Include Land Acknowledgement on the meeting slides

▪ **ADJOURNMENT**

- Meeting adjourned at 8:26 pm.

Respectfully Submitted,  
Ranjana Maharaj, Community Services Administrative Manager