



CITY OF RICHMOND
Recreation & Parks Commission Meeting
AGENDA

Wednesday, July 13, 2022 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, Vacant, Vice Chair, Allison Blakeley, Secretary, Vacant, Treasurer

Commissioners: Maryn Hurlbut, Soheila Bana, Eleanor Thompson, Catalin Kaser, Aaron Rowden

1. **Call to Order** (2 min)

- Pledge of Allegiance
- Genuine acknowledgement of the value of a land acknowledgement
 - The opportunity and risk of this moment in our agenda, and how to embrace it wisely
 - The simple acknowledgement that we stand, sit, live and exist on land that was previously and currently occupied and cared for by First Peoples prior to the establishment of the United States, California statehood and the founding of the City of Richmond
 - Embracing the truth and leaning into our discomfort
 - Relentlessly identifying and pursuing opportunities for genuine engagement with local indigenous communities to understand indigenous struggles, needs and goals with a specific focus on exploring pathways to return indigenous lands to indigenous hands

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. **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. 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*

Public comment may be made on agenda items when the item is discussed.

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

7. **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 minutes of the May 4, 2022 Special Meeting
- b. APPROVE minutes of the May 4, 2022 Meeting
- c. APPROVE minutes of the June 1, 2022 Meeting

8. **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 – Jose Urquilla
- b. Parks & Landscaping Divisions – Greg Hardesty
- c. Community Services Division: Recreation and Neighborhood Services – Ranjana Maharaj

9. **Presentations**

1. Harbour-8 Park Update (Toody Maher)
2. West Contra Costa Fire Safe Council (Commissioner Bana)

10. **Ad Hoc Committee Reports** (20 min)

- a. Sustainability and Climate Responsiveness Committee (Catalin/Maryn)

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.

- a. **DISCUSS Election of Officers to the Recreation & Parks Commission** (Officer Posts are Chair, Vice Chair, Secretary and Treasurer) – Allison Blakeley, Secretary
- b. **COORDINATE** open conversation on how the city can support the native stewardship of Ookwe Park:
 - i. Recreation and Parks Commission
 - ii. Sogorea Te' Land Trust
 - iii. Arts and Culture Commission
 - iv. Planning Commission

12. **Commissioner Liaison Reports** (14 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 meeting 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** (7 min.;1 min. per person)

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

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

NEXT MEETING: Wednesday, August 3, 2022 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.

CORONAVIRUS DISEASE (COVID-19) ADVISORY

PURSUANT to the Governor of the State of California's Assembly Bill 361 and in the interest of the public health and safety, attendance at the City of Richmond City Council meeting will be limited to Council members, essential City of Richmond staff, and members of the news media. Public comment will be confined to items appearing on the agenda and will be limited to the methods provided below.

Public comment may be submitted by email and/or Zoom video conference in the manner that follows; provided that no member of the public may submit more than one verbal comment per agenda item.

1. Via email to recreation@ci.richmond.ca.us by 1:00 p.m. the day of the meeting.

Emails MUST contain in the subject line 1) Public Comments – Open Forum; **OR** 2) Public Comments agenda item # - [include the agenda item number].

All such email will be posted on-line and emailed to the Commission before the meeting is called to order. **No individual email will be read into the record. Due to the high volume of emails received, emails that do not contain the correct identifying information in the subject line may be overlooked and may not become part of the record. Email received after 1:00 p.m. will be posted on-line following the meeting as part of the supplemental materials attached to the meeting minutes.**

2. Via Zoom by video conference or by phone using the following link/call-in numbers – for Open Session:

Please click the link below to join the webinar:

Zoom webinar 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)

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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>. **

3. Use the below email address to correspond directly with the Chairperson for any other issues:
rec.parkscommission@gmail.com

**The Chair will announce the agenda item number and open public comment when appropriate. Individuals who would like to address the Commission should raise their hand. The Chair will close public comment when public comment is concluded.

Open Forum for Public Comment: Individuals who would like to address the Commission on matters not listed on the agenda or on items remaining on the consent calendar may do so under Open Forum.

The City cannot guarantee that its network and/or the site will be uninterrupted. To ensure that the Commission receives your comments, you are strongly encouraged to submit your comments in writing in advance of the meeting.

AB 361 Procedures in the Event of Technical Difficulties: In the event the meeting broadcast is disrupted, or if a **technical issue on the agency's end** disrupts public participation, the legislative body board cannot take any further action on the agenda until the technical issue is resolved.

Record of all public comments: Properly labeled public comments will be considered a public record, put into the official meeting record, available after the meeting as supplemental materials, and will be posted as an attachment to the meeting minutes when the minutes are posted: [Archive Center](#) • [Richmond](#) • [CivicEngage](#)

Procedures for Removing Consent Calendar Items from the Consent Calendar: Members of the public who request to remove an item from the consent calendar must first discuss the item with a staff member by phone or a back-and-forth email discussion, and state the name of the staff member when requesting removal of the item from the consent calendar.

Any member of the Commission who would like to remove an item from the consent calendar must notify the appropriate staff person prior to the meeting. Although members of the Commission are encouraged to ask questions and share concerns with staff ahead of the meeting, they are not required to do so.

The Recreation Division staff must be informed of any requests to remove items from the Consent Calendar.

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 recreation@ci.richmond.ca.us or submitted by phone at 510-620-6950. Requests will be granted whenever possible and resolved in favor of accessibility.

Effect of Advisory on In-person participation: During the pendency of Assembly Bill 361, the language in this Advisory portion of the agenda supersedes any language contemplating in-person public comment.

Richmond Recreation & Parks Commission

MINUTES

Wednesday, May 4, 2022 5:55 PM (SPECIAL MEETING)



To view a video of this meeting click on this link:

https://richmond.granicus.com/ViewPublisher.php?view_id=37

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Special Meeting called to order by Chair Joey Smith at 6:00 P.M. who led the Pledge of Allegiance.

Chair Smith expressed a genuine acknowledgement of the land which was previously and currently occupied and cared for by First Peoples and wanted to affirm that the Commission earnestly and honestly embraces those who came before us and those who are working to ensure our legacies.

ROLL CALL

PRESENT: Joey Smith, Soheila Bana, Maryn Hurlbut, Catalin Kaser, Aaron Rowden and Eleanor Thompson

ABSENT: Brendan Havenar-Daughton (Excused), Allison Blakeley (Excused)

Chair Smith provided a brief overview of the meeting procedures and the Mission of the Recreation & Parks Commission.

AGENDA REVIEW

Commissioner Hurlbut questioned if the approval of renaming needed to include Field #2, as the Agenda only mentions Field #1. Ranjana Maharaj, Deputy Director for Community Services - Recreation, advised that Field #1 was previously voted and approved by the Commission in October, 2021 and taken to City Council in February, 2022.

Accepting Ms. Maharaj's clarification on the item, Commissioner Hurlbut motioned to approve the agenda, seconded by Commissioner Thompson, and carried by a voice vote, the agenda was approved as submitted.

OPEN FORUM

Cordell Hindler, Richmond, stated that he attended the Youth Council Meeting on April 28th, and he informed those in attendance of the vacancy on the Recreation and Parks Commission. In addition, Mr. Hindler invited the Commission to attend the Richmond Rotary Club's weekly meetings on Fridays at 12:30 P.M. at the Richmond Country Club for \$25 and cordially invited all to attend the performance of Crowns

the musical at 7:30 P.M. on Friday (5/6) and Saturday (5/7) at the Contra Costa Civic Theatre.

Commissioner Bana informed that she met with Darlene Drapkin of the East Bay Pickleball Association and expressed Ms. Drapkin's frustration on the bureaucracy and disappointment that the process to install Pickleball courts took so long. In addition, she felt that the Commission should be more encouraging and not discouraging of those providing good activities in the community.

DISCUSSIONS & ACTION ITEMS

- a. **APPROVE** the renaming of Nicholl Field 1 and the installation of a commemorative kiosk in honor of Willie Mays

Commissioner Hurlbut made a motion to approve the renaming of Nicholl Park Diamond Field #1 and install the walk-of-honor kiosk for Willie Mays, seconded by Commissioner Thompson.

Cordell Hinder spoke of his excitement to honor a legend at Nicholl Park, however voiced his concern over the placement and maintenance of the kiosk. Chair Smith shared that the City Staff and Commission have been working diligently to ensure that the kiosk can be well maintained going forward.

Chair Smith called for a voice vote and the item was approved as submitted. Ms. Maharaj advised that the item would go to City Council on May 17th.

ADJOURNMENT

The meeting adjourned at 6:27 P.M.

Respectfully Submitted,
Christine George
Executive Secretary

Richmond Recreation & Parks Commission

MINUTES

Wednesday, May 4 2022 6:00 PM



To view a video of this meeting click on this link:

https://richmond.granicus.com/ViewPublisher.php?view_id=37

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Meeting called to order by Chair Joey Smith at 6:29 P.M.

ROLL CALL

PRESENT: Joey Smith, Soheila Bana, Maryn Hurlbut, Catalin Kaser, Aaron Rowden and Eleanor Thompson

ABSENT: Brendan Havenar-Daughton (Excused), Allison Blakeley (Excused)

Chair Smith provided a brief overview of the meeting procedures and the Mission of the Recreation & Parks Commission.

AGENDA REVIEW

Motion by Commissioner Hurlbut to accept the agenda meeting as submitted, seconded by Commissioner Kaser, and carried unanimously by a voice vote.

OPEN FORUM

None

ANNOUNCEMENTS THROUGH THE CHAIR

1. Chair Smith advised that the Next Commission meeting would be held on June 1, 2022 via Zoom.
2. The balance in the Commission Trust account was reported to be \$6,500 in the Trust for the RTA Snow Ball account.
3. There were no membership changes.

Commissioner Hurlbut advised that additional funds have been received making the total \$6,750 to the Snow Ball account.

CONSENT CALENDAR

Approve Minutes of the March 2, 2022 Meeting
Approve Minutes of the April 6, 2022 Meeting
Approve Minutes of the April 20, 2022 Special Meeting

Commission Kaser asked for a correction to the March 2, 2022 Minutes on her report update and her participation on graffiti removal at the skate park and to correct the spelling of Commissioner Bana's name.

Commissioner Hurlbut motioned to approve All Minutes with the correction requested for 3/2/22, seconded by Commissioner Kaser, and carried with a voice vote to approve all three Minutes.

DEPARTMENT REPORTS FOR INFORMATION

Public Works: Facilities

Report from Jose Urquilla, Superintendent of Facilities, was provided verbally and visually, and responded to questions.

Parks & Landscaping Divisions

Greg Hardesty, Superintendent of Parks & Landscaping, provided a verbal and visual report, and responded to questions from Chair Smith, on behalf of Secretary Blakeley, as to the need for restrooms at Cheese Park. Mr. Hardesty advised he will order a portable for the Spring and Summer months. Chair Smith asked if Cheese Park would qualify for permanent bathrooms and Mr. Hardesty advised that most parks with permanent restrooms have come from grant funding.

Commissioner Bana advised that portable restrooms are not a workable solution for children and hopes funding can become available in the future. Stephanie Ny, CSD Staff, advised she will look for opportunities going forward.

Community Services Division: Recreation and Neighborhood Services

Ranjana Maharaj, Deputy Director for Community Service-Recreation, provided an extensive oral and visual report and responded to comments from Chair Smith, specifically as to the qualifications to work at the Richmond Tool Library.

Stephanie Ny, CSD staff, provided a presentation and update on the North Richmond Mobile Tool Library, Love Your Block Mini-Grants, and she advised that the Juneteenth Mural had a ribbon cutting ceremony on April 20th.

PRESENTATIONS

None

AD HOC COMMITTEE STATEMENTS

Sustainability and Climate Responsiveness Committee (Brendan/Catalin/Maryn)

Commissioner Kaser advised there was no specific details from the Committee at this time but wanted to share that May is Bike Month with May 20th as bike to work day. In addition, the Road to a Livable Climate, is a bike and walk event will be the first two weekends in June.

Willie Mays' Day Project (Maryn/Eleanor/Joey)

Chair Smith provided an update to the Willie Mays Day celebration taking place on Saturday, May 21st. She stated there will be a parade, video presentations, and the reveal of the kiosk. In addition, there will be a clean up day on May 14th at Nicholl Park in preparation for the Willie Mays Event.

Commissioner Hurlbut added the two foundations that are supporting the restoration of the three baseball diamonds have agreed to provide food with details to follow. In addition, the San Francisco Giants organization will be providing some souvenir items for attendees, specifically focusing on the youth.

Commissioner Kaser asked for the Willie Mays Day flyer and Nicholl Park Clean Up Day flyer be sent as an attachment via email so she can easily share the event.

DISCUSSIONS & ACTION ITEMS

- a. COORDINATE** Open Conversation on How the City can Support the Native Stewardship of Ookwe Park:

As Vice Chair Havenar-Daughton was not in attendance, this item was continued until the next meeting.

- b. APPROVE** Draft Fee Waiver Policy and Partnership Policy

LaShonda White, Interim Director of Library and Community Services Department, expressed her appreciation for the feedback she has already received from the Commission and community. Ms. White plans on taking this draft policy to City Council at the end of May or early June with the idea this will be in effect in the upcoming Fiscal Year. Ms. White and Ms. Maharaj then responded to follow up questions and suggestions.

Chair Smith expressed that the posting of the Fee Waiver Policy and Partnership Policy should be user friendly for the public providing an easy, clear way for the public to access and understand these policies..

Commissioner Bana inquired about the amount of advanced notice needed prior to the event, as it seems excessive. Ms. White and Ms. Maharaj both explained in detail the process involved when applications are received, including reaching out to other departments.

Commissioner Hurlbut motioned to approve the Draft Fee Waiver Policy and Partnership Policy as presented with the changes as identified, seconded by Commissioner Thompson, and carried with a voice vote.

- c. NOMINATE** Committee for the election of Officers to the R&P Commission

Commissioner Hurlbut and Commission Thompson volunteered to be a part of the committee and as one of the members must be a current officer, Chair Smith appointed Secretary Blakeley (who was not in attendance).

COMMISSIONER LIAISON REPORTS / COMMENTS

Chair Smith advised her reports were previously stated throughout the meeting, specifically as it pertains to the Willie Mays Day Events.

Commissioner Blakeley provided written comments as to her updates and Chair Smith highlighted her need to address the Cheese Park restroom situation as discussed during the staff reports.

Commissioner Hurlbut shared she participated in a Spring Fling Event at Hurlbut Park and provided gardening updates, including weeding, pruning and adding new mulch.

Commissioner Kaser reported on the activities at JFK Park with the help of the Love Your Block grant that has helped to make improvements. She wanted to see if the Commission can come up with ways to better promote our parks in the future as there are many parks not being used. Sadly, she reported that many parks were “tagged” during the spring break week which further encourages the need to make the parks a bigger part of the community.

Commissioner Rowden shared while riding his bike on the Richmond Greenway approaching San Pablo Ave. on the border of El Cerrito and Richmond, it is apparent that the Richmond side is in need of a clean up to be friendly to bicyclists and overall is not a good introduction to the City of Richmond.

Commissioner Thompson invited all to the return of the 10th annual Fourth of July parade and festival in North Richmond.

AGENDA SETTING FOR NEXT MEETING AND FUTURE TOPICS

Commissioner Kaser referred to the March Minutes in which the Commission was to invite Mr Kenoli Oleari back to discuss the fee structure and reservation policy. Commissioner Bana advised she has spoken with Mr. Oleari and believes his opinions and teaching could help in our processes going forward.

Chair Smith advised she would like to reach out to him personally going forward to ensure his tutorials would meet with the City of Richmond guidelines.

ADJOURNMENT

The meeting adjourned at 8:35 P.M.

Respectfully Submitted,
Christine George
Executive Secretary

Richmond Recreation & Parks Commission

MINUTES

Wednesday, June 1, 2022 6:00 PM



To view a video of this meeting click on this link:

https://richmond.granicus.com/ViewPublisher.php?view_id=37

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Meeting called to order by Chair Joey Smith at 6:08 P.M.

ROLL CALL

PRESENT: Joey Smith and Aaron Rowden

ABSENT: Brendan Havenar-Daughton (Excused), Allison Blakeley (Excused), Soheila Bana (Absent), Maryn Hurlbut (Excused), Catalin Kaser (Excused), and Eleanor Thompson (Excused)

Chair Smith advised that there is a lack of quorum in attendance, therefore, this meeting will not be able to proceed. However, Chair Smith recognized there is a public speaker in attendance and invited them to speak during Open Forum.

OPEN FORUM

Cordell Hindler, Richmond, extended invitations for 2 upcoming events - First, to attend the El Cerrito Chamber of Commerce on June 22nd, from 11:30am to 1:00pm at El Mono Restaurant in El Cerrito where the speaker will be Kevin O'Neal; Secondly, he invited all to the Richmond Rotary Club at the Virtual Coffee Club on June 24th from 12:30pm to 1:30pm where the speaker will be Jose Rivera for a cost of \$25.00. In addition, Mr. Hindler stated he will be speaking to the Youth Council about the vacancy on the Recreation and Parks Commission to encourage their perspectives.

DEPARTMENT REPORTS FOR INFORMATION

Public Works: Facilities

Report from Jose Urquilla, Superintendent of Facilities, advised that the Booker T. Anderson facility has had several break-ins recently but wanted to ensure that these actions should not delay the opening date of early June.

Parks & Landscaping Divisions

Greg Hardesty, Superintendent of Parks & Landscaping, provided a brief verbal and visual report, and

thanked staff for all their efforts in preparing for Willie Mays Day.

Community Services Division: Recreation and Neighborhood Services

Ranjana Maharaj, Deputy Director for Community Service-Recreation, provided an oral and visual report of the many activities under way in preparation of Summer and thanked all those involved in making the Willie Mays Day celebration a success.

Stephanie Ny, CSD staff, provided a presentation and update on recent grant funding. In addition, she invited all to attend the North Richmond Community Clean-Up Event on June 11th.

LaShonda White, Interim Director of Library & Community Services, expressed her thanks to the Commission, especially those on the Committee for the Willie Mays Project, for their efforts as she has received positive reviews and comments.

COMMISSIONER LIAISON REPORTS / COMMENTS

Commissioner Rowden and Chair Smith both expressed their thanks and appreciation to all who made Willie Mays Day a festive celebration and huge success.

ADJOURNMENT

The meeting adjourned at 6:35 P.M.

Respectfully Submitted,
Christine George
Executive Secretary

Recreation and Parks Commission 2022 Meeting Attendance

Commissioner	Term Ending	Jan 2022	Feb 2022	Mar 2022	April 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Total Absences
Joey Smith	Appt. 5/2/17-10/26/19 Re-appt. 12/3/19-10/26/22	P	P	P	P	P	P							0
Brendan Havenar-Daughton (Resigned 7/01/22)	Appt. 11/5/19-10/26/22	E	P	P	E	E	E							4
Soheila Bana	Appt. 10/17/17-10/26/19 Re-appt. 3/17/20-10/26/23	P	P	P	E	P	A							2
Allison Blakeley	Appt. 12/3/19-10/26/22	P	P	P	P	E	E							2
Maryn Hurlbut	Appt. 3/15/16-10/26/19 Re-appt. 12/3/19-10/26/22	P	P	E	P	P	E							2
Catalin Kaser	Appt. 6/15/21-4/28/24 Serving unexpired term	P	P	P	P	P	E							1
Aaron Rowden	Appt. 10/26/21 – 10/26/24	P	P	P	E	P	P							1
Eleanor Thompson	Appt. 7/10/18-10/26/18 Re-appt. 12/4/18-10/26/21 Re-appt. 6/28/22-10/26/24	P	P	P	P	P	E							1

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.