



CITY OF RICHMOND

Recreation & Parks Commission Meeting

AGENDA

Wednesday, March 1, 2023 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/j/93771521625?pwd=ZEI1Q0ZiOHV4b0lRRnZjeUYxak9RZz09>

Board Members: Joey Smith, Chair; Aaron Rowden, Vice Chair; Allison Blakeley, Secretary; Eleanor Thompson, Treasurer

Commissioners: Maryn Hurlbut, Catalin Kaser, Samantha Torres

1. **Call to Order** (3 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. **Mission and Roll Call** (2 min.)

3. **Welcome and Meeting Procedures** (2 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 and Adoption** (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 discussion, may do so at this time.*

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 February 1, 2023, 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) – Carl Capistrano
- b. Parks & Landscaping Divisions – Greg Hardesty
- c. Community Services Division: Recreation and Neighborhood Services – Ranjana Maharaj

9. **Presentations** (15 min.)

- a. None

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

- a. Sustainability and Climate Responsiveness Committee (Catalin/Maryn/Allison)
- 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
- c. Youth & Associate Commissioners Initiatives (Joey/Maryn)

11. **Discussions and Action Items** (60 minutes)

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

- a. Election of Officers to the Recreation & Parks Commission (Officer Posts are Chair, Vice Chair, Secretary, and Treasurer)
- b. Availability of Sports Fields

12. **Commissioner Liaison Reports** (14 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 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, April 5, 2023, at 6:00 p.m.

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

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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 unmute 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, February 1, 2023 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 6:06 pm

ROLL CALL

PRESENT: Joey Smith, Allison Blakeley, Maryn Hurlbut, Catalin Kaser, Eleanor Thompson and Samantha Torres

ABSENT: Aaron Rowden

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 approve the agenda as presented, seconded by Secretary Blakeley, and carried unanimously by a voice vote.

OPEN FORUM

Cordell Hindler, Richmond, welcomed Commissioner Torres to the Recreation and Parks Commission and invited everyone to the Richmond Rotary Club meeting on March 3rd at 12:30 pm at the Richmond Country Club, where the speaker will be Ralph Payton, Executive Director of GRIP.

ANNOUNCEMENTS THROUGH THE CHAIR

- a) Chair Smith advised the Next Commission meeting would be held on March 1, 2023, in-person.
- b) The balance of the Commission Trust account remains at \$413.08; the RTA Snow Ball account total remains unconfirmed, as donations continue to be received for the 2022 participants.
- c) Chair Smith welcomed Commissioner Samantha Torres, who provided a brief introduction and shared her excitement of being a part of the Recreation and Park Commission.

CONSENT CALENDAR

Commissioner Kaser requested that her comments under the *Youth & Associate Commissioner Initiative* be changes from the suggestion to create flyers and replaced with reaching out through social media.

Motion by Commissioner Hurlbut to approve the minutes of January 11th, 2023, as amended, seconded by Treasurer Thompson, and carried with an unanimous voice vote.

DEPARTMENT REPORTS FOR INFORMATION

Parks & Landscaping Divisions

Greg Hardesty, Superintendent of Parks & Landscaping, shared a verbal and visual report and answered questions from Chair Smith, Commissioner Torres, Commissioner Kaser, and Secretary Blakeley.

Secretary Blakeley advised she took pictures of park signage in Marin County and would like to share via email. She will forward to Christine George to share with Mr. Hardesty and the Commission.

Community Services Division: Recreation and Neighborhood Services

Ranjana Maharaj provided an extensive oral and visual report on recent and upcoming Recreation activities.

Stephanie Ny, from Community Services, shared information on the Mobile Tool Lending Library's recent grand opening and updates on grant programs. LaShonda White, Deputy City Manager for Community Services, suggested creating a grant website that could update the community on the funding and status of the many grant projects.

PRESENTATIONS: None

AD HOC COMMITTEE STATEMENTS

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

Commissioner Kaser shared they have not been able to meet in the last month but did share the plan to create an open street pop-up event and would like to present at a future meeting to provide more details. Commissioner Torres expressed support and interest in joining the committee.

Secretary Blakeley inquired if the City of Richmond has a stewardship or adopt-a-park program. Ms. White referenced the city council approved partnership agreement, as well as the parks program of adopt-a-spot. Ms. Ny shared that the adopt-a-spot program is open to all, by completing a contract.

b.) COORDINATE Open Conversation on How the City can Support the Native Stewardship of Ookwe Park:

As Vice-Chair Rowden was not in attendance, this item will be updated at the next meeting.

c.) Youth & Associate Commissioner Initiatives (Maryn/Joey)

LaShonda White shared a social media outreach plan, using flyers, ads, etc., to get young people

interested and excited about volunteering on our boards and commissions. She looks forward to providing an update and sharing some of the materials created at a future meeting.

DISCUSSIONS & ACTION ITEMS

a) APPROVE a request to Install a Memorial Bench to Honor Tom Horton at Barbara & Jay Vincent Park

Stephanie Ny presented on behalf of Bob Stevens, who would like to donate a memorial bench at Barbara & Jay Vincent Park for Tom Horton, who passed away while kite surfing at the park in 2022. Ms. Ny shared that the Marina Bay Landscaping and Lighting District approved the bench in January, and if approved by the Recreation and Parks Commission, will be sent to City Council for further approval.

Motion by Commissioner Hurlbut to approve the donation of the memorial bench as requested and approved by Parks and Landscaping, seconded by Treasurer Thompson, and carried with an unanimous voice vote.

COMMISSIONER LIAISON REPORTS / COMMENTS

Chair Smith shared she attended the Grand Opening of the Mobile Lending Tool Library which included many fun activities and energetic music. Ms. Smith advised she encountered Assembly Member Buffy Wicks and provided her with contact information of city personnel, as it pertaining to funding on the latest storms. In addition, she has visited many parks and viewed a few creeks and cleaned up the leaves and debris caused by the recent storms.

Secretary Blakeley responded to a report from a citizen of a coyote eating a deer at Cheese Park but was unable to locate the incident. She went for a hike in Marin County and took photos of their signage that she will share with Mr. Hardesty and the Commission.

Treasurer Thompson did not have anything to report this month.

Commissioner Hurlbut had a meeting with new Councilman Cesar Zepeda and fellow evacuees from the January storms. Ms. Hurlbut volunteered to assist in updating the park allocation listing for our current commissioners.

Commissioner Kaser reiterated the need to update the park allocation listing as well as the City of Richmond website. She continues to bike ride through the many parks in her neighborhood. Also, Ms. Kaser met with Council member Jimenez and residents in the North and East neighborhood, to possibly work with the Arts Commission to discuss how to combine art and the streets for a safer community.

Commissioner Torres shared that MLK park has become a high use facility causing much overcrowding and she hopes we can create additional sports spaces that are well-lit and safe for outdoor activities. She shared her positive experience with the Futsal program but hopes programs at BTA will be offered in the near future. In addition, she would like to see if there are ways the commission can increase female participation in organized sports.

Commissioner Torres expressed concerns for organized sports clubs from Richmond having access to local fields, specifically as it relates to the school district grounds.

Ms. White advised there is a previously scheduled meeting with the school district on February 8th, 2023, to further discuss the Joint Use Agreement (JUA) that is scheduled to be taken to City Council on February 21st, 2023. Ms. White asked Commissioner Torres to please provide notes via email with Ms. Maharaj that can be shared with school officials at this meeting.

AGENDA SETTING FOR NEXT MEETING AND FUTURE TOPICS

Commissioner Torres proposed further discussions as to the availability of sports fields in Richmond.

In addition, Ms. Torres suggested having a representative from Richmond for the Gilman Sports Fields in Berkeley, at the Joint Use Agreement meetings to ensure Richmond is included for field usage. Chair Smith asked if Commissioner Torres could attend the Gilman Sports Fields next JUA meeting and Ms. Torres stated she would be excited to be involved.

Commissioner Hurlbut reminded there will be elections at the March 1st meeting and nominations were sent via email.

ADJOURNMENT

The meeting adjourned at 8:33 pm

Respectfully Submitted,
Christine George
Executive Secretary

Recreation and Parks Commission 2023 Meeting Attendance

Commissioner	Term Ending	Jan 2023	Feb 2023	Mar 2023	April 2023	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Total Absences
Joey Smith	Appt. 5/2/17-10/26/19 Re-appt. 12/3/19-10/26/22 Re-appt. 11/01/22-10/26/25	P	P											0
Allison Blakeley	Appt. 12/03/19-10/26/22 Re-appt. 11/01/22-10/26/25	P	P											0
Maryn Hurlbut	Appt. 3/15/16-10/26/19 Re-appt. 12/ 3/19-10/26/22 Re-appt. 11/01/22-10/26/25	P	P											0
Catalin Kaser	Appt. 6/15/21-4/28/24	P	P											0
Aaron Rowden	Appt. 10/26/21-10/26/24	E	A											0
Eleanor Thompson	Appt. 7/10/18-10/26/18 Re-appt. 12/04/18-10/26/21 Re-appt. 6/28/22-10/26/24	P	P											0
Samantha Torres	Appt. 12/20/22 – 10/26/25	A	P											0

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.