



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

**Wednesday, April 5, 2023, 6:00 PM**

**Richmond Recreation Complex, 3230 Macdonald Avenue, Richmond CA**

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

**Board Members:** Joey Smith, Chair; Aaron Rowden, Vice Chair; Allison Blakeley, Secretary; Vacant, Treasurer  
**Commissioners:** Maryn Hurlbut, Catalin Kaser, Dani Lanis, 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 March 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. Update on the Shields-Reid Park Public Art – Winifred Day
- b. Sports Fields Updates – Samantha Torres

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

- a. Sustainability and Climate Responsiveness Committee (Catalin/Maryn/Allison/Samantha)
  - i. Fire Safe Trees Update
- b. Coordinate open conversation on how the city can support the native stewardship of Ookwe Park:
  - i. Recreation & Parks Commission
  - ii. Sogorea Te' Land Trust
  - iii. Arts & Culture Commission
  - iv. Planning Commission
- c. Youth & Associate Commissioners Initiatives (Joey/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.*

None

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, May 3, 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.*

**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](mailto: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.

# Richmond Recreation & Parks Commission

## MINUTES

Wednesday, March 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](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 6:02 pm

### **ROLL CALL**

PRESENT: Joey Smith, Allison Blakeley\*, Maryn Hurlbut, Catalin Kaser, Dani Lanis, Aaron Rowden and Samantha Torres (\*Arrived after Roll Call)

ABSENT: Eleanor Thompson

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 Commissioner Kaser, and carried unanimously by a voice vote.

### **OPEN FORUM**

Cordell Hindler, Richmond, sent an email that was read aloud, inviting everyone to future events.

### **ANNOUNCEMENTS THROUGH THE CHAIR**

- a) Chair Smith advised the Next Commission meeting will be held April 5, 2023, in person.
- b) The balance of the Commission Trust account remains at \$413.08; the RTA Snow Ball account has been distributed to all participants.
- c) Chair Smith welcomed Commissioner Dani Lanis, who briefly introduced himself and shared his hopes to bring connectivity to the community and better accessibility for everyone.

### **CONSENT CALENDAR**

Motion by Commissioner Hurlbut to approve the minutes of February 1<sup>st</sup>, 2023, seconded by Commissioner Torres, and carried with a voice vote with Vice Chair Rowden abstaining.

## **DEPARTMENT REPORTS FOR INFORMATION**

### **Parks & Landscaping Divisions**

Carl Capistrano, Interim Superintendent of Facilities, introduced himself to the Commission and provided a brief visual and verbal report.

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

### **Community Services Division: Recreation and Neighborhood Services**

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

Troy Porter and Tetteh Kisseh, Recreation Supervisors, shared information on the Pop-Up Events previously sponsored by Community Services. Commissioner Kaser shared the open streets programs offered in other cities, where the Recreation Department provides recreation kits and are less resource intensive.

### **PRESENTATIONS: None**

### **AD HOC COMMITTEE STATEMENTS**

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

Commissioner Kaser advised that this committee is currently looking to pursue two different tracks and will provide more details soon. Secretary Blakely shared she has reached out to a master gardener who could collaborate as to fire safe trees in Richmond. Ms. Blakeley contacted Becky Orme from Urban Forestry Advisory Committee (UFAC) and a seven-member committee has been formed.

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

Vice-Chair Rowden expressed concerns on the viability of this project and hopes by next month to have more information. He also stated it may be necessary to create an alternate way of living up to our land acknowledgment. Ms. Maharaj suggested meeting with Winifred Day, the Arts & Culture Manager, as she could offer insights and assistance.

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

Commissioner Hurlbut hasn't been able to reach Guadalupe Morales in Community Services and Ms. Maharaj advised she will reach out to have her contact Ms. Hurlbut.

### **DISCUSSIONS & ACTION ITEMS**

#### **a) APPROVE Election of Officers to the Recreation & Parks Commission (Officer Posts are Chair, Vice Chair, Secretary, and Treasurer)**

Commissioner Hurlbut shared that the nominations were made and accepted to re-elect our current Officers as follows: Chair Joey Smith, Vice Chair Aaron Rowden, Secretary Allison Blakeley, and Treasurer Eleanor Thompson. Motion by Commissioner Hurlbut, seconded by Commissioner Torres and carried with an agreed voice vote.

#### **b) DISCUSS the Availability of Sports Fields**

Commissioner Torres stated she is collaborating with the community and city council members to develop more sports fields, specifically soccer fields beyond MLK. One of the focuses has been to designate certain fields for specified age groups to help maximize the field space.

Chair Smith stressed the importance of including neighborhood councils with future plans to ensure the local community is part of the process and development. Commissioner Kaser shared the importance of outreach beyond the neighborhood councils, to confirm that local neighborhoods are included to encourage community engagement.

Commissioner Torres continued with an update on the Joint Powers Agreement (JPA) as to the Gilman Fields in Berkeley.

## **COMMISSIONER LIAISON REPORTS / COMMENTS**

Chair Smith shared she participated in the Snow Ball scholarship distribution and visited many parks to assess the recent storm impacts. She has worked with Commissioner Hurlbut on the allocation listing of parks for the commission. In addition, Ms. Smith would like to have a tour of the parks in the near future.

Vice Chair Rowden stated he has had the opportunity to use the Recreation programs offered and was impressed with the quality and dedication, specifically as to the nutrition programs and cost for services when compared to other communities.

Secretary Blakeley organized a volunteer group to paint in Lamoine Park, however the event was rained out and inquired regarding business cards for the commission.

Commissioner Hurlbut asked for an update on the Joint Use Agreement Memorandum of Understanding (MOU) sharing with the school districts and adjacent parks usage and Ms. Maharaj advised that the agreement is currently with the school districts legal team. Ms. Hurlbut shared that the lighting at Nicholl Park has been updated and she would like to get a meeting to start advertising for Snow Ball 2023.

Commissioner Kaser visited an interactive park in Sacramento that offered many activities for all ages.

Commissioner Torres reiterated her excitement to get the JPA moving forward and looks to continue exploring new parks when the park allocation list is updated.

Commissioner Lanis praised the maintenance at Burg Park, as he made a claim with the City for repair and it was handled quickly and efficiently.

## **AGENDA SETTING FOR NEXT MEETING AND FUTURE TOPICS**

Commissioner Torres wished to make a presentation on the Sports Fields Updates and Commissioner Blakeley will provide a report on the fire safe trees committee.

## **ADJOURNMENT**

The meeting adjourned at 8:30 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. 5/02/17-10/26/19 Re-appt. 12/03/19-10/26/22 Re-appt. 11/01/22-10/26/25	P	P	P										0
Allison Blakeley	Appt. 12/03/19-10/26/22 Re-appt. 11/01/22-10/26/25	P	P	P										0
Maryn Hurlbut	Appt. 3/15/16-10/26/19 Re-appt. 12/03/19-10/26/22 Re-appt. 11/01/22-10/26/25	P	P	P										0
Catalin Kaser	Appt. 6/15/21-4/28/24	P	P	P										0
Dani Lanis	Appt. 2/21/23-10/26/26			P										0
Aaron Rowden	Appt. 10/26/21-10/26/24	E	A	P										1
Samantha Torres	Appt. 12/20/22-10/26/25	A	P	P										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.