



CITY OF RICHMOND
Recreation & Parks Commission Meeting
AGENDA

Wednesday, May 3, 2023, 6:00 PM

Community Services Building, Council Chambers, 440 Civic Center Plaza

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

Board Members: Joey Smith, Chair; Aaron Rowden, Vice Chair; Allison Blomley, Secretary; Vacant Treasurer
Commissioners: Maryn Hurlbut, Catalin Kaser, Danni Lewis, 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 comments 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.*
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 April 5, 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 Division – Greg Hardesty
c. Community Services Division: Recreation and Neighborhood Services – Ranjana Maharaj
9. **Presentations** (15 min.)
- a. Receive an update on Shields-Reid Park (PlaceWorks) – Stephanie Ny
10. **Ad Hoc Committee Reports** (20 min.)
- a. Sustainability and Climate Responsiveness Committee (Catalin/Maryn/Allison/Samantha)
- b. Coordinate open conversation on how the city can support the native stewardship of Ookwe Park:
i. Recreation & Park Commission
ii. Sogorea'o'e Land Trust
iii. Arts & Culture Commission
iv. Planning Commission
- c. Youth & Associate Commissioners Initiatives (Joey/Maryn)
11. **Discussions and Action Items** (20 minutes)
- a. APPROVE a proposal from the Arts and Culture Commission for the Installation of the Public Art Sculpture Project for Kennedy Park – Winifred Day
- Following discussion of each item, the commission may vote to make recommendations to Commissioners, staff and/or to the City Council.*
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, June 7, 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 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, April 5, 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 6:04 pm

ROLL CALL

PRESENT: Joey Smith, Allison Blakeley, Catalin Kaser, Dan Lavin, Aaron Rowden and Samantha Torres* (*Arrived after Roll Call)

ABSENT: Maryn Hurlbut (Excused)

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

AGENDA REVIEW

Motion by Commissioner Kaser to approve the agenda as presented, seconded by Vice Chair Rowden, and carried unanimously by a voice vote.

OPEN FORUM

Tony Tamayo from the Mayor's Office, spoke to advise of an upcoming budget meeting and provided flyers for the event.

ANNOUNCEMENTS THROUGH THE CHAIR

- a) Chair Smith advised the Next Commission meeting will be held May 3, 2023.
- b) The balance of the Commission Trust account remains at \$413.08.
- c) Commissioner Thompson submitted her resignation effective February 2023.

CONSENT CALENDAR

Secretary Blakeley advised of a spelling correction; followed by a motion from Vice Chair Rowden to approve the minutes of March 1, 2023, as amended, seconded by Commissioner Kaser, and carried with an agreed voice vote.

DEPARTMENT REPORTS FOR INFORMATION

Public Works: Facilities

Carl Capistrano, Interim Superintendent of Facilities, provided a brief visual and verbal report.

Parks & Landscaping Divisions

Greg Hardesty, Superintendent of Parks & Landscaping, shared a verbal and visual report to update this very busy time after all the winter storms. Mr. Hardesty responded to questions and concerns.

Community Services Division: Recreation and Neighborhood Services

Ranjana Maharaj provided an extensive oral and visual report on recent and upcoming Recreation activities. In addition, Guadalupe Morales and Stephanie Ny from CSU-Recreation updated information on the Lending Tool Library and Mobile Tool Lending Library.

PRESENTATIONS:

- a.) **Update on the Shields-Reid Park Public Art** – Winnifred Day, Arts and Culture Manager, presented an update to see the progress over the past year.
- b.) **Sports Fields Update** – Commissioner Torres shared an update on the need for more soccer fields, the Joint Powers Agreement (JPA) at Gorman Fields in Berkeley, and the prospect of creating partnerships for long term sports field use.

AD HOC COMMITTEE STATEMENTS

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

Secretary Blakeley shared that a committee has been formed to make a fire safe tree listing and cautioned on the term “fire safe,” as all trees can be flammable. In addition, she has reached out to committee members to hold a zoom meeting soon.

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

Vice Chair Rowden had no report at this time.

- c.) **Youth & Association Commissioner Initiatives** (Maryn/Joey)

Chair Smith advised that Commissioner Hurlbut attended a meeting on 4/04/23. In addition, Chair Smith expressed she would like to see the Recreation & Parks Commission involved in the efforts of this initiative going forward.

COMMISSIONER LIAISON REPORTS / COMMENTS

Chair Smith shared she has updated the park assignments for the Commissioners. She also shared the importance of taking CPR training, as she recently attended an event where a person was in need of medical assistance.

Vice Chair Rowden advised he attended the International Women’s Day celebration sponsored by the City and is amazed to see the high quality of women leadership in the City of Richmond.

Secretary Blakeley participated in the Love Your Block assessment and attended a fire safe resilience and retardance class that has furthered her skills on fire safety.

Commissioner Kaser attended the Spring Fling in Mira Flores Park and would have liked to have seen Recreation & Parks at the event. In addition, she is working toward linking the Parks RX Day at Nicholl Park and the Literacy Festival at Civic Center Plaza on April 29th with Rich City Rides to get a group together to enjoy the two experiences.

Commissioner Torres shared concerns with Humphrey Playlot, as it continues to be flooded from the storms and is unusable. She also inquired if there will be a presence of Recreation and Parks at the Cinco de Mayo Unity Parade and Ms. Maharaj is scheduling a meeting with the Recreation Supervisors to discuss.

Commissioner Lanis shared Dirt World remains open and is excited for the upgraded changes to take place later in the year. He also attended the event at Mira Flores Park and he would like to have the Recreation Department at the event to interact with the community. In addition, Mr. Lanis voiced concern on the Greenway, as there is trash and graffiti throughout.

AGENDA SETTING FOR NEXT MEETING AND FUTURE TOPICS

Chari Smith advised she will continue to be in contact with the Mayor's Office on the vacancies on the Recreation & Parks Commission and to confirm the upcoming JPA scheduled meetings. Commissioner Kaser repeated her request to have the Parks Master Plan updated to understand what has been completed and what still needs attention from the original report in 2016.

ADJOURNMENT

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



CITY of RICHMOND, CALIFORNIA
PUBLIC ART ADVISORY COMMITTEE (PAAC)

Large Scale Art Commission \$100,000 (Lump Sum)

Request for Proposals (RFP)

Congratulations for being selected as one of four Semi-Finalists for the Large Art Commission in one of three Richmond public parks. There were seven applicants who submitted complete applications by the November 30, 2022 deadline. You have been selected by the art selection panel to further develop your art concept design proposal.

1. RFP DELIVERABLES - SUBMITTAL PROCEDURE:

There are three possible art locations. The selected artist will retain ownership of their work unless the nature of the work prevents it or they choose to donate it to the City. Physical artwork must be appropriate for the city's weather conditions. Potential locations can include publicly facing approved city property and accessible public areas.

The deliverable deadline will be February 7, 2023. As part of the selection process, non-voting city staff and community members will have an opportunity to view the final art commission concept designs. To do so, you will be asked to design a hard, table-top concept design, tri or quad folded foam-core boards. The design boards will become property of the City of Richmond. All boards along with a Flash Drive, will be delivered to the Arts and Culture Division Office, located at the Port of Richmond Administration Building, 1322 Canal Blvd.

For a stipend of \$1,000 the City of Richmond requests hard presentation board(s) of the concept design, along with pictures of all parts of the hard submittal boards on a Flash Drive.

Concept Design Story Board includes: Thematic Direction – statement or message, art materials, art project budget, schedule, scope of services per team member. 3-D maquette/model is encouraged but optional.

Label the front of each board with the park site 1, 2 or 3, title and/or thematic summary. Label the back of each board with your name, email, phone number. There are no architectural drawings available for this project. Consider taking site photos and photo-shopping the images.

4. POSSIBLE ART SITES:

1. Kennedy Park, Cutting Blvd. and South 41st Street



Site 2. Hilltop Lake Park – Richmond Parkway and Lakeside Drive



Site 3. Hilltop Green Park at Park Central and Parkway Drive



2. SELECTION PROCESS

SCORING CRITERIA

Semi-Finalist Concept Design proposals will be reviewed by the Selection Panel, PAAC members, City staff and will be recommended based on clarity of the proposal, benefit to the community or exhibit location, and durability as a public artwork. As part of the contract a fully developed art concept design, scope of schedule, \$100,000 budget, etc. must be submitted to PAAC and RACC for final approval.

Score Range 5 = highly qualified 3 = minimally qualified 1 = not a good match

- Artists must provide the materials and/or equipment and be able to deliver, install, disassemble and have the resources to do so. If any assistance or additional supplies are needed to complete the project they must be requested in the submission and are not guaranteed.
- To receive the \$1,000 design fee stipend, as a Semi-Finalist you will be required to submit a W-9. You can download the current W-9 form here: <https://www.irs.gov/pub/irs-pdf/fw9.pdf> along with a City of Richmond Vendor Supplemental Form.

3. SCHEDULE - IMPORTANT DATES:

February 7, 2023	RFP Deadline – Deliver hard presentation boards – tabletop – no easels
February 22, 2023	Sculpture Panel Selection via ZOOM
March 9, 2023	RACC Recommendations to City Council
April 2023	City Council for Approval 1 Finalist
May 2023	Finalist under Contract
June 2023	Concept Design Approval
September 2023	½ Complete Fabrication – Design ID Signage
December 2023	Sculpture Installation

**These dates may be flexible based on selected projects and Contra Costa County COVID 19 guidelines.

Questions may be directed to: RACC@ci.richmond.ca.us

The City of Richmond has the right to change this opportunity at any time. For more information on the history of the Richmond Arts and Culture Commission and the Public Art program, please go to: www.ci.richmond.ca.us/2064/Arts-Culture.

Things to consider:

Please note that if your proposal is selected, you will be required to comply with additional requests for information and/or documents prior to receiving funding, including but not limited to:

1. A City of Richmond business license (fees are not reimbursable). For more information on the business license visit

<https://etrakit.ci.richmond.ca.us/login.aspx?It=either&rd=~/BusinessApplication/confirmation.aspx>

4. A Tax Form W9: <https://www.irs.gov/pub/irs-pdf/fw9.pdf>
5. Proof of insurance for any paid artists working on this project
6. A signed contract with a Purchase Order and Contract number
7. Invoices from artist to the City of Richmond requesting milestone payments after work is completed per milestone. An example of the payment schedule includes;
 - a. 10% Concept Design
 - b. 10% Design Reviews – CA State Certified Structural Engineer
 - c. 20% Start Fabrication
 - d. 30% ½ Complete Fabrication
 - e. 10% 75% Complete Fabrication
 - f. 10% Installation Complete
 - g. 10% Project Acceptance by PAAC
8. A COVID 19 Plan to meet requirements for in person meetings and activities, including but not limited to social distancing (6 feet between participants), wearing masks and gloves, limited team volunteer in person meetings, and disinfecting materials and spaces as needed, etc.
7. All awarded candidates will be assigned a PAAC liaison, who will be available to assist and support you through the duration of a successful public art project.
9. Any artist who receives awarded funds but is unable to provide evidence of completion of milestones (Install and 100% complete) will be asked to return the funds.

Concept

Our concept is to create a comfortable and vibrant “living room” in the park to invite neighbors to use the public space as their own. The goal of the installation is to create opportunities for connection and a moment of pause to appreciate the richness of Richmond’s public space and native plant life. We will accomplish this by creating 4 uniquely designed benches facing inward toward each other as opportunities to gather. Each bench includes figures created by Tiffany to encourage people to gather, and to welcome them to the space. The figures will be rendered in sheet metal and figures will be sitting on each bench, welcoming new friends. Each bench also has three-dimensional sculptures of plants native to Richmond such as yarrow and fennel created by Ari. We chose these natives because of the atmosphere they create along the Richmond waterfront both in their towering height and their distinctive scents.

Most notable is an illustration of the renowned park ranger, Betty Reid Soskin. In researching Soskin, we found a beautiful image of her playing guitar in nature. This provided us with the inspiration to create benches with an auditory component to create a distinctive experience of being in the installation. Each of the steel members will be tuned to create a musical note when they’re struck with a hand or foot, similar to the mechanics of the Kalimba instrument or tubular bells. These bells will create a unique hum and subtle sound to the space that helps visitors immerse themselves in the visual and auditory qualities of the space.

We selected steel both as a durable medium for the installation and as a nod to the history and unexpected beauty of Richmond’s industrial history. The steel also allows us to easily construct and ‘tune’ the benches to the harmonic scale we want to create in the space. We will tune the bench to a low pitch similar to the sounds of the ship boats in the harbor. With our project, we want to create a moment of reprieve for visitors who may not always have a living room of their own to be present and enjoy the sounds and the sites of their environment. The living room will be a space to connect with old and new friends alike or a serendipitous connection.

The installation is made of 4 steel benches with vertical slats made up of 3” steel tubing spaced 6” on center. Each bench is about 8’ in length. They will be arranged in a square facing inward to create a living room space for people to sit in and connect. A 2D steel figure of park ranger Betty Reid Soskin, created of sheet plate metal sitting on the bench, playing guitar welcomes visitors with various other figures ‘standing’ around to hear her play. The standing figures will be bolted to the concrete slab with security bolts and can be moved independently of the benches. Additionally, there will be 2-dimensional flora such as yarrow and fennel at the tops of the bench the Betty figure is sitting on, creating a visually permeable but cozy enclosure. The hollow tubing will be cut to varying lengths to create the desired tone when the tube is tapped with a hand or foot. The bench base will be constructed of heavy gauge tubing and installed with security bolts on a simple concrete footing. Overall the installation will be about 14’x14’.

Community Engagement

We will host a community engagement event when we have an unveiling of the designs, to gather our community, and generate excitement about this project. We will partner with organizations we have existing relationships with such as CoBiz, Richmond Main St., and the Richmond Art Center. Additionally, we will create a press release to share with outlets such as the Richmond Standard.

With the musical bench component, we are engaging residents to not only sit on the benches but to interact with them which gives them the opportunity to make their own art (music). Once the project is completed and installed we can organize a day of play for the community to engage with the installation and we will also bring our photography/camera crew to document the event.

Living Room



Neighbors A variety of free standing figures surround the benches and appear to be listening to the Betty Reid Soskin figure playing guitar. The figures invite other people in the neighborhood to join in and meet one another.



Musical Benches Hollow steel tubing is welded into benches. The heights are cut to various lengths to produce a range of tones when tapped. The benches invite people to interact with the installation and congregate.

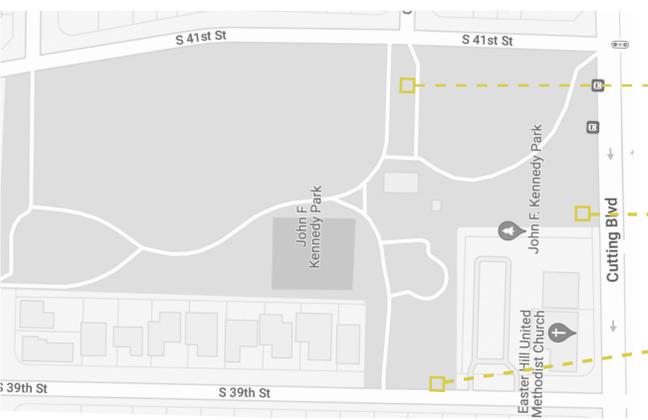


Betty Reid Soskin The main focus of the Living Room is famed Richmond park ranger, Soskin, playing guitar. The figure is a free standing figure water-jet cut out of thick sheet plate metal with rounded off edges for safety. The other figure appear to be listening to her play.



Yarrow & Fennel Native plants, are depicted and appear to be growing out of the benches, made of thick sheet plate metal. The fairly flat structures are adhered to the top of the steel tubing parallel to the seats.

Location Kennedy Park 41st St & Cutting Blvd



location options



Tree Alley At the crossing of Overend Ave a tree alley has already been hardscaped creating an ideal opportunity to install *Living Room* tying into existing paths. Additionally, the installation will be well situated below the trees as they grow.

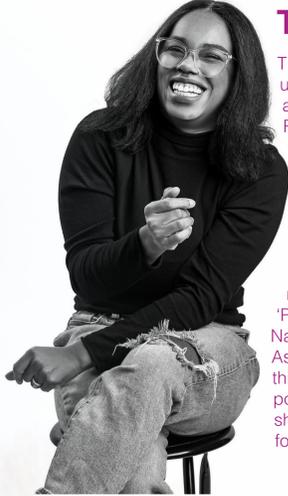


Park Signage & Entry The main entrance of the park has a small sign that could be enhanced with the by the installation of *Living Room* to celebrate the park entry. The benefit of this site is it’s easy visibility from the thoroughfare, Cutting Blvd.



S. 39th Street Entry This small nestled patch could be a point of activation for this side of the park. The *Living Room* installation could bring more attention and activation to his approach of the park.

Artist Team



Tiffany Conway
Tiffany’s visual paintings are a colorful unearthing of life’s most delicate truths and the door to beautiful beginnings. Raised in the Bay Area, California by her father and stepmother, Tiffany grew her creativity from the contemplation of life experiences. Tiffany is based in Richmond, California. Her mission is to heal women through her paintings by displaying them as seen, soft, and resilient. Tiffany is also the creator of ‘Project Get Free the Coloring Book for Navigating the Diaspora’. As a figurative painter, her role in this project is to create the figures populating the installation. Additionally she is leading community engagement for the project.



Ari Takata-Vasquez

Ari is a botanical muralist based in Oakland, California. Her botanical work highlights the importance of native plantings and knowledge of our natural world. While she has spent her adult life in California, most of her inspiration comes from her upbringing in Kapolei, Hawaii. Ari’s background is in architecture and city planning. Her master’s thesis focused on public space and she believes all people should have access to nature and healthy places to live. Ari works as a designer and specifically works with entrepreneurs of color. She also leads economic and community development projects across the Bay Area.

Budget

Line Item	Budget	Notes/Details
Materials	\$17,000	TOTAL material costs
Materials tubing (3"x3"x1/4" thick) (6"x6"x1/2")	\$3,800	\$750/bench x 4 benches
Sheet metal (4 gauge 4x12')	\$7,600	\$950/sheet x 8 sheets
Hardware & finishing	\$5,600	\$1,200/bench
Production	\$37,000	TOTAL production costs
Fabrication	\$15,000	Partnering with experience fabricator to waterjet the figures and botanical elements. Once those are created, the tubing will be bent and welded
Transportation & Installation	\$2,000	The fabricator we're planning on working with is located in Richmond so transportation costs will be minimal.
Concrete Slab & Engineering	\$10,000	Following a licensed engineer's guidance we'll create a concrete slab with bolts embedded to secure the benches and figure to
Insurance	\$0	Ari carries insurance for other projects that meet requirements through Viscera Studio
Project Contingency (10%)	\$10,000	For any unexpected expenses or complications during fabrication
Soft Cost	\$46,000	TOTAL soft costs
Artist Fee - Tiffany Conway	\$10,000	~10% of project budget
Artist Fee- Ari Takata-Vasquez	\$10,000	~10% of project budget
Community Affairs Lead	\$8,000	Tiffany will lead this initiative using her experience in Richmond and partners
Project Management	\$8,000	Viscera Studio staff
Photography & Documentation	\$5,000	Viscera Studio staff
Communications Assistant (stipend)	\$5,000	Support with project communications and community engagement
PROJECT TOTAL	\$100,000	

Proposed Project Timeline

