



CITY OF RICHMOND
Recreation & Parks Commission Meeting
AGENDA

Wednesday, December 6, 2023, 6:00 pm

Council's 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 Blakeley, Secretary; Vacant, Treasurer
Commissioners: Maryn Hurlbut, Catalin Kaser, Dani Lanis, Samantha Torres

1. **Call to Order** (3 min.)

- Pledge of Allegiance
- Land Acknowledgement

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 November 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: Parks & Landscaping and Facilities Divisions – Greg Hardesty
- b. Community Services Division: Recreation and Neighborhood Services – Ranjana Maharaj

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

- a. Universally Accessible Garden Project (Marcia Vallier)

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

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

11. **Discussions and Action Items** (20 minutes)

- a. NONE

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

14. **Adjournment** (1 min.)

NEXT MEETING: Wednesday, January 10 2024, at 6:00 p.m. (second Wednesday)

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.



CITY OF RICHMOND
Recreation & Parks Commission
MINUTES

Wednesday, November 1, 2023, 6:00 PM
440 Civic Center Plaza

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<p><u>Board Members:</u> Joey Smith, Chair; Aaron Rowden, Vice Chair; Allison Blakeley, Secretary; Vacant, Treasurer <u>Commissioners:</u> Maryn Hurlbut, Catalin Kaser, Dani Lanis, Samantha Torres</p>
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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, Catalin Kaser, Dani Lanis, and Samantha Torres

ABSENT: Maryn Hurlbut (Excused), Aaron Rowden (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 Secretary Blakeley, and carried unanimously by a voice vote.

OPEN FORUM

Email from Cordell Hindler was introduced to advise there is going to be a new Administrative Services Coordinator to represent the Director at Community Meetings; in addition, Mr. Hindler would like the Commission to revisit the idea of youth to fill the remaining vacancies.

ANNOUNCEMENTS THROUGH THE CHAIR

- a.) Chair Smith advised the Next Commission meeting will be held December 6, 2023
- b.) The balance of the Commission Trust Account is \$413.08
- c.) No membership changes

CONSENT CALENDAR

Commissioner Torres motioned to approve the minutes as written for the October 4, 2023 meeting, seconded by Commissioner Kaser, carried with an agreed voice vote

DEPARTMENT REPORTS FOR INFORMATION

Parks & Landscaping Division

Greg Hardesty, Superintendent of Parks and Landscaping, shared a verbal and visual report of the Parks

and Landscaping updates throughout the city.

Commissioner Kaser asked if Humphrey Playlot can be inspected to ensure flooding does not occur as it did with last year's storms. Mr. Hardesty shared he will contact the supervisor. In addition, Ms. Kaser raised concerns over the faded crosswalk at Nicholl Park on Macdonald Ave; as well as Wendell Park which currently has no crosswalks or ways to slow traffic on Esmond Ave. Mr. Hardesty will contact Tawfic Halaby and Rob Chelemedos to provide insight and direction.

Commissioner Torres asked for an update on Shields Reid lighting currently not working at the courts and fields and Mr. Hardesty will contact Mr. Halaby and the city electrician on the issue.

Community Services Division – Recreation & Neighborhood Services

Ranjana Maharaj, Deputy Director of Community Service-Recreation provided a detailed oral and visual report on upcoming and recent Recreation activities.

Ms. Maharaj shared an update on the status of Booker T. Anderson Community Center as the opening has been delayed for a couple of month.

AD HOC COMMITTEE REPORTS

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

No updates provided, however, Commissioner Kaser requesting to resign from this Ad Hoc at this time; Secretary Blakeley accepted and will continue leading this committee.

b.) Youth & Associate Commissioners Initiative (Joey / Maryn)

No updates provided

COMMISSIONER LIAISON REPORTS

Secretary Blakeley attended the Nevin Park opening ceremony of the Resilience Hub and will share pictures of the event. In addition, Ms. Blakeley has been picking up litter at many parks and she hopes to schedule a touch up painting to the cheese at LaMoine Park.

Commissioner Lanis shared Dirt World will be completed by the end of the month.

Commissioner Torres has been working with Tetteh Kisseh in Recreation on the Winter Futsal League. In addition, she asked if signage can be posted at parks on the rules of field/park usage, similar to those posted for tennis. Ms. Torres attended the stake holders and field user meeting for Tom Bates Complex meeting in October. Lastly, there is a field user meeting on December 6th at the Richmond Recreation Complex to understand field policies and expectations.

Commissioner Torres asked for an update on the Joint Use Agreement with the school district, LaShonda White, Deputy City Manager for Community Services, advised she hopes to meet with the school board in the first quarter of 2024.

Chair Smith asked for a presentation of the Brown Act and Ethics review and asked if there can be a presentation versus training links, in which Ms. Maharaj advised she will contact legal for direction. In addition, Chair Smith would like to coordinate a parks tour later this month.

Commissioner Lanis asked if a checklist of the Master Parks Plan can be provided each month during staff reports and as part of the agenda packet. Mr. Hardesty will revisit the checklist and provide updates.

Councilmember Robinson was in attendance and encouraged members of the Commission to attend the next council meeting on November 7th to advocate ideas, as they will be discussing and allocating the surplus funds. Chair Smith suggested commissioners submit ideas to Ms. Maharaj and herself to provide a cohesive presentation on behalf of the commission.

ADJOURNMENT

The meeting adjourned at 7:21 pm

Respectfully Submitted,
Christine George
Executive Secretary

**EXISTING PARKS NEEDS SUMMARY TABLE
(BY PLANNING AREA)**

PARK TYPES: PP: Pocket Park NP: Neighborhood Park
CP: Community Park **JU:** Joint Use Park

CENTRAL CORE

		Recommended Improvements
PP	Abraham Braxton Park	New lighting, new benches, re-paving, ADA compliance.
	Elm Playlot	Renovation per existing community plans. DONE
	Solano Playlot	Playlot replacement, traffic calming DONE
	Humboldt Park	Basketball court resurfacing. DONE BUT ABOUT DUE AGAIN
	Stewart Playground	Irrigation and field renovation, site furnishings.
	Clinton Playlot	Replacement.
	Humphrey Playlot	Senior amenities, improved landscaping.
	Huntington Park/Senior Annex	Senior center needs renovation. HP-DONE
	Kern Playlot	None.
	Mendocino Playlot	None.
	Monterey Playlot	None.
	Virginia Playlot	Additional site amenities for seniors.
NP	Belding- Garcia Park DONE →	Master plan and major renovation, field renovation, fencing for ballfields, <u>playground renovation</u> , MOU for expansion with adjacent school.
	Burg Park	Master plan and major renovation. DONE
	Crescent Park	Renovation of two playlots. DONE
	Lucas Park	Master plan and major renovation (<u>playlot renovation</u>) → DONE
	Shields - Reid Park	Major renovations, lighting. DONE
	Wendell Park	Major renovation.
	State Court Park	Playlot and site furnishing renovation.
	Southside Park	Community Center, park expansion
	Tiller Park	Field renovation, tennis court resurfacing. DONE
	Veterans Memorial Park	Playlot renovation, improved amenities, general upgrade. DONE
	Atchison Park	Field renovation, pathway paving repair, ADA compliance, benches, drinking fountain & restroom, skate park, senior amenities, learning opportunity, basketball renovation
	Boorman Park	Master plan and major renovation, resurfacing of tot lot. PLANNING PHASE
	John F. Kennedy Park DONE →	(<u>Playlot renovation</u>) field conversion to soccer has been suggested.
	Mira Vista Park	Vegetation management. ONGOING
Nevin Park	Museum landscaping renovation. DONE	

Table 4.1 - Existing Parks Needs Summary Table

RICHMOND PARKS MASTER PLAN

CENTRAL CORE		
CP	Central Richmond Greenway	Master plan and overall improvements for the length of the Greenway. ONGOING
	Martin Luther King Jr. Park	Major phased renovations per current plans, replace damaged and vacated community center. SOCCER FIELD DONE
	B. T. Anderson Jr. Park	Major field renovation – irrigation, lighting, turf, tennis court resurfacing, playlot renovation, pathway repaving, new restroom, bridge replacement over Baxter Creek and stormwater improvements, Master Plan for overall park renovation, public art, re-opening of parking lot, lighting. DONE
	Nichol Park	Field renovation, lighted soccer fields, group picnic, restroom, tennis court resurfacing. DONE
JU	Central Park	Playlot renovation.
	Kennedy Swim Center	Landscape and fence upgrades needed along with improvements in the building. DONE

HILLTOP		
PP		Recommended Improvements
	Bay Vista Park	None.
NP	Country Club Vista	Field renovation, including irrigation and turf, fencing, especially at north side.
	Parchester Park	Major renovations, resurfacing of basketball & playlots, field renovation. DONE
	Hilltop Green Park	Playlot resurfacing.
CP	Hilltop Lake Park	Additional amenities to provide more recreational opportunities (e.g. picnic, lawn bowling), stormwater management plan.
JU	Fairmede Park	Field renovation and lighting, MOU with School District (property owner).
	Hilltop Park	Playlot renovation (on school-owned portion of the site), ADA compliance.

SOUTHERN SHORELINE		
PP		Recommended Improvements
	Janice Play Lot	None.
	Sheridan Observation Point	None.
NP	Shimada Friendship Park	Friendship Rose Garden to be done for 50th anniversary of friendship with Shimada, Japan.
	Barbara & Jay Vincent Park	Playlot resurfacing, lighting repairs, boathouse DONE
	Judge Carroll Park	Field renovation, construct tennis court.
	Lucretia Edwards Park	None.
	Rosie the Riveter Park	Restroom (plans exist) needed to replace portable toilets. DONE
	Marina Bay Trails	None.
	The Plunge	Site renovation per existing plans.
CP	Marina Bay Park	Master Plan (underway), lawn renovation, restroom.

Table 4.1 - Existing Parks Needs Summary Table (con't.)

RICHMOND PARKS MASTER PLAN

EL SOBRANTE VALLEY		
NP		Recommended Improvements
	Rain Cloud Park	Playlots and furnishing renovation.
CP	La Moine Park	Renovation of one playlot, restroom DONE
JU	Oinda School Field	Field renovation (turf and irrigation), MOU.
	Valley View School Fields	Field renovation for drainage problems.
OTHERS		
NP		Recommended Improvements
	North Richmond Ball Field	Field renovation, electrical repairs – including lighting and irrigation, lighting repairs, restroom repairs DONE
CP	Pt. Molate Beach Park	Opportunities depend on development plans in surrounding area. Could be a master trailhead for Bay Trail.

Table 4.1 - Existing Parks Needs Summary Table (con't.)

Recreation and Parks Commission 2023 Meeting Attendance

	Term	Jan 2023	Feb 2023	Mar 2023	April 2023	May 2023	May Special 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	P	P	P	P	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	A	P	P	P	P	P	P	P		1
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	E	E	E	E	E	E	E	E	E		9
Catalin Kaser	Appt.: 6/15/21-4/28/24	P	P	P	P	P	A	P	P	P	E	P	P		2
Dani Lanis	Appt.: 2/21/23-10/26/26			P	P	P	P	P	P	P	P	E	P		1
Aaron Rowden	Appt.: 10/26/21-10/26/24	E	A	P	P	A	P	A	A	P	P	P	E		6
Samantha Torres	Appt.: 12/20/22 - 10/26/25	A	P	P	P	P	P	P	P	P	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.