



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

**Wednesday, February 7, 2024, 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 January 10, 2024 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. None

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. APPROVE Election of Officers to the Recreation & Parks Commission  
(Officer Posts are Chair, Vice Chair, Secretary, and Treasurer)
- b. Richmond Parks Master Plan Checklist Update

*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, March 6, 2024, 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.

**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. <b>DONE</b>
	Solano Playlot	Playlot replacement, traffic calming <b>DONE</b>
	Humboldt Park	Basketball court resurfacing. <b>DONE BUT ABOUT DUE AGAIN</b>
	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. <b>HP-DONE</b>
	Kern Playlot	None.
	Mendocino Playlot	None.
	Monterey Playlot	None.
	Virginia Playlot	Additional site amenities for seniors.
NP	Belding- Garcia Park <b>DONE</b>	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. <b>DONE</b>
	Crescent Park	Renovation of two playlots. <b>DONE</b>
	Lucas Park	Master plan and major renovation ( <u>playlot renovation</u> ) → <b>DONE</b>
	Shields - Reid Park	Major renovations, lighting. <b>DONE</b>
	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. <b>DONE</b>
	Veterans Memorial Park	Playlot renovation, improved amenities, general upgrade. <b>DONE</b>
	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. <b>PLANNING PHASE</b>
	John F. Kennedy Park <b>DONE</b>	( <u>Playlot renovation</u> ) field conversion to soccer has been suggested.
	Mira Vista Park	Vegetation management. <b>ONGOING</b>
Nevin Park	Museum landscaping renovation. <b>DONE</b>	

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	<del>Fairmede Park</del>	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, <del>boathouse</del> 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, <del>restroom</del> <b>DONE</b>
JU	<del>Oinda School Field</del>	Field renovation (turf and irrigation), MOU.
	<del>Valley View School Fields</del>	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 <b>DONE</b>
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.)



**CITY OF RICHMOND**  
**Recreation & Parks Commission**  
**MINUTES**

**Wednesday, January 10, 2024, 6:00 PM**  
**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

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Meeting called to order by Chair Joey Smith at 6:01 pm

**ROLL CALL**

PRESENT: Joey Smith, Allison Blakeley, Maryn Hurlbut, Catalin Kaser, Dani Lanis, 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 Commissioner Kaser, and carried unanimously by a voice vote.

**OPEN FORUM**

Email from Cordell Hindler was introduced to invite all to the New Years's Mega Mixer on January 22, 2024 from 5:30-7:30pm at LaStrada Restaurant and hosted by the Bayfront Chamber of Commerce for \$10.00 for non-members and the El Cerrito Chamber Luncheon on January 24, 2024 from 11:30am – 1:00pm at Los Moles Beer Garden. In addition, Mr. Hindler shared the new Administrative Services Coordinator will be coming on board tentatively in the Spring.

In addition, it was shared that there were 14 emails received in support of pickleball that were sent to the commission prior to the meeting and placed on the City of Richmond website.

Ron Gay from Fairfield, who represents the Kings Accountability Group, in conjunction with the West County Salesian Boys and Girls Club, who spoke about the need for athletics, specifically pickleball and baseball in Richmond, that can give kids new opportunities. He invited everyone to a free clinic on January 27<sup>th</sup>, at the youth club which will show case pickleball.

Leela Del Rosso from Richmond shared her positive experience with pickleball and feels there has been "push back" from city government and is unclear on the resistance. Ms. Del Rosso also shared that while the BTA courts are multi-use, she has not noticed tennis users on the courts, however there are many participants wanting to play pickleball and believes the community should be enhancing and promoting this sport.

Garry Hurlbut of Richmond, and President of the Richmond Tennis Association, provided an update on the success and growth of the RTA program, specifically as it pertains to the amount of youth involvement.

David Arriaga, Director of Operations of the West County Salesian Youth Club, shared his collaboration with the Kings of Accountability Group and the East Bay Pickleball Association, with the goal to grow the sport of pickleball in the community and to provide sport services to our youth.

Marilyn Wilts from Richmond shared her positive experiences with pickleball and would like the commission to consider installing permanent nets/posts at the BTA courts as she was recently injury and would like to avoid issues like this in the future.

Sanford Chan from Richmond also shared his experience with pickleball and assisted in getting the BTA court resurfaced and would like to have permanent pickleball courts in place.

Karen Hilliard of Richmond spoke on how pickleball has created enjoyment and a sense of community for both the elderly and youth to come together.

Darlene Drapkin of Richmond and an Ambassador of the East Bay Pickleball Association shared the many accomplishments of the EBPA and is pleased the contracts to provide pickleball services have been renewed and there is a new collaboration with the Salesians Youth Club. She expressed there is a need to have permanent courts at BTA as was previously expressed at the Recreation & Parks Commission meeting in September by the many pickleball supporters.

#### **ANNOUNCEMENTS THROUGH THE CHAIR**

- a.) Chair Smith advised the Next Commission meeting will be held February 7, 2024
- b.) The balance of the Commission Trust Account is \$413.08
- c.) No membership changes

#### **CONSENT CALENDAR**

Commissioner Hurlbut voted to approve the minutes as written for the December 6, 2023 meeting, seconded by Secretary Blakeley, carried with an agreed voice vote, with Commissioner Hurlbut abstaining.

#### **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 Torres asked for an update on the Shields Reid field lighting and Mr. Hardesty suggested contacting LaShonda White, Deputy City Manager for Community Services as she recently led a meeting on the issues. In addition, Ms. Torres asked for the updates on BTA Community Center and Troy Porter, Recreation Supervisor, shared the latest information.

Commissioner Lanis asked for updates on Humphrey Playlot's flooding concern and Mr. Hardesty advised he recently met with the Public Works Director and it may be an engineering problem specifically around the swing areas. In addition, Mr. Lanis suggested if there is a way to meet the demand for dedicated pickleball courts within the city by creating a new court in an effort to not take away from tennis users.

##### **Community Services Division – Recreation & Neighborhood Services**

Troy Porter, Recreation Supervisor, provided a detailed oral and visual report on upcoming and recent

Recreation activities.

Commissioner Hurlbut shared the recipients of the Snow Ball Scholarships will receive their checks at a reception being held on February 3<sup>rd</sup> from 2-5:00 pm. In addition, Mrs. Hurlbut shared a recent endeavor to show how tennis courts can lower the nets for pickleball standards enabling courts to be shared by all.

Council member Robinson spoke to reiterate the allocation of funds approved by City Council and she hopes perhaps some of these funds can be used to improve the issues at Shields Reid (lighting) and Humphrey Playlot (flooding) and suggests the commission could advocate where the money should be spent. Commissioner Lanis suggested having a plan by the commission to discuss ideas on disbursing fund ideas and Chair Smith stated she would reach out to Ranjana Maharaj, Deputy Director of Recreation to add to the agenda.

#### **AD HOC COMMITTEE REPORTS**

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

No updates provided

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

No updates provided

#### **DISCUSSION AND ACTION ITEMS**

**a.) Nominate Committee for Election of Officers**

Commissioner Hurlbut and Commissioner Torres volunteered to be on the committee with Ms. Hurlbut asking as chair.

**b.) Richmond Parks Master Plan Checklist Update**

Garry Hurlbut spoke on ways both pickleball and tennis can share courts and nets, reiterating the examples offered by Ms. Hurlbut. In addition, Mr. Hurlbut questioned some of the items on the Master Parks Plan in which Mr. Hardesty provided clarification.

Commissioner Kaser expressed appreciation on the checklist, however as it is possibly 10 years old, she asked for the status on the updated plans going forward. Mr. Hardesty advised there are currently other assessments taking place and it was advised to reach out to get the equity parks report to provide clarity.

#### **COMMISSIONER LIAISON REPORTS**

Secretary Blakeley discovered a friend of hers plays pickleball in Oakland and was told they share courts with tennis by having courts lined for both sports.

Commissioner Hurlbut updated on Snow Ball and shared that sadly there were no 2023 donations outside of the Hurlbut Benevolent Foundation and she will be proposing they take over management of Snow Ball to include marketing and outreach. However, Ms. Hurlbut did share that despite this disappointment, there will still be a Snow Ball reception taking place on February 3, 2024 at Lara's Fine Dining Restaurant from 2:00 pm -5:00 pm.

Commissioner Kaser shared that on the city of El Cerrito's website there a listing of current projects which provides clarity and transparency which is something Richmond should consider. In addition, Ms. Kaser, along with Commission Lanis, on January 1st, led a group of youth riding bikes visiting many of the local parks in the north and east areas.

Commissioner Lanis reminded everyone to participate in MLK's day of services as there are many opportunities within the city.

Commissioner Torres questioned if the East Bay Pickleball Association has received their ECIA grant and feels there needs to be a clear understanding of what has happened at BTA so there can be discussions going forward to reach a resolution. Ms. Torres visited the MLK vacant lot with staff and shared an update. She asked for clarity on the sports officiating contract, as it appears Recreation staff is still officiating at recent Futsal events.

Chair Smith visited many of her parks with Stewart Playlot still having drainage issues when it rains and was pleased to see how Nevin Park is being used. Ms. Smith is looking forward to the year ahead and the exciting things to come, sharing the positive feedback she has received from the community.

**ADJOURNMENT**

The meeting adjourned at 8:35 pm

Respectfully Submitted,  
Christine George  
Executive Assistant

**Recreation and Parks Commission  
2024 Meeting Attendance**

	Term	Jan 2024	Feb 2024	Mar 2024	April 2024	May 2024	June 2024	July 2024	Aug 2024	Sept 2024	Oct 2024	Nov 2024	Dec 2024	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												0
Allison Blakeley	Appt.: 12/3/19-10/26/22 Re-appt. 11/01/22-10/26/25	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												0
Catalin Kaser	Appt.: 6/15/21-4/28/24	P												0
Dani Lanis	Appt.: 2/21/23-10/26/26	P												0
Aaron Rowden	Appt.: 10/26/21-10/26/24	A												1
Samantha Torres	Appt.: 12/20/22 – 10/26/25	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.