



CITY OF RICHMOND
Recreation & Parks Commission Meeting
AGENDA

Wednesday, March 6, 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; Allison Blakeley, Vice Chair; Samantha Torres, Secretary; Maryn Hurlbut, Treasurer
Commissioners: Catalin Kaser, Dani Lanis, Aaron Rowden

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 February 7, 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. Marina Bay Farmers Market

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. 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, April 3, 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 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, February 7, 2024, 6:00 PM
440 Civic Center Plaza

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

<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 6:00 pm

ROLL CALL

PRESENT: Joey Smith, Aaron Rowden, Allison Blakeley, Catalin Kaser, and Samantha Torres

ABSENT: Maryn Hurlbut (Excused), Dani Lanis (Excused)

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

AGENDA REVIEW

Motion by Commissioner Torres 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 Richmond Rotary Club meeting on February 16th at 12:30 pm at the Richmond Country Club for lunch at \$25.00 where Joe Sanger will present on the Make-a-Wish Foundation. In addition, he invited everyone to the Richmond Rotary Club Crab Feed on March 16th at Salesian's College Prep High School at 7:00 pm for \$70.00 per person.

ANNOUNCEMENTS THROUGH THE CHAIR

- a.) Chair Smith advised the Next Commission meeting will be held March 6, 2024
- b.) The balance of the Commission Trust Account is \$413.08
- c.) No membership changes

CONSENT CALENDAR

Commissioner Kaser voted to approve the minutes as written for the January 10, 2024 meeting, seconded by Commissioner Torres, carried with an agreed voice vote, with Vice Chair Rowden abstaining.

DEPARTMENT REPORTS FOR INFORMATION

Community Services Division – Recreation & Neighborhood Services

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

Parks & Landscaping Division

Tawfic Halaby, Deputy Director of Public Works, shared a verbal and visual report of the Parks and Landscaping updates throughout the city, including an update on the closure of Boorman Park.

Chair Smith advised that she witnessed at Stewart Playlot the automatic sprinklers were on despite there being heavy rains. Mr. Halaby advised he will investigate the matter and provide a response.

Commissioner Kaser asked for a listing of the capital improvement projects, their stages and who oversees each item. Mr. Halaby advised he was recently in a meeting on this issue in which details were digitally available and as the information is not yet available publicly, he will share via email with the City Engineer and Ms. Smith advised she will contact them.

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.) Election of Officers to the Recreation & Parks Commission

Commissioner Torres shared there was one set of nominations received for Joey D. Smith as Chair, Allison Blakeley as Vice Chair, Samantha Torres as Secretary, and Maryn Hurlbut as Treasurer. All nominees accepted the nominations as presented; Commission Torres motioned to receive the Election of Officers as presented, seconded by Mr. Rowden, and carried with a unanimous voice vote.

b.) Richmond Parks Master Plan Checklist Update

It was recognized that the provided checklist had computer updates however, Chair Smith suggested that when items are updated, that dates are provided for clarity going forward.

Secretary Blakeley inquired as to how often tennis courts are resurfaced, however as Mr. Hardesty was not in attendance, his expertise would be needed to properly address the timeline.

COMMISSIONER LIAISON REPORTS

Councilmember Robinson provided an update on street improvements needed to address the pavement index in Richmond as was presented at last night's city council meeting.

Commission Kaser voiced concern when paving to remove potholes, the smooth surfaces often encourage dangerous driving (i.e.: speeding, sideshow activity, and noise pollution) and she hopes that traffic calming measures will be considered to discourage this activity. Ms. Robinson stated conversations have taken place with consultants to try and reduce reckless driving in future planning.

In addition, Ms. Robinson stated council has approved funds to develop the Martin Luther King Jr. Community Center to move the project forward to update the conceptual designs with the hopes that it can possibly be included in the capital improvement planning project in the next 3-5 years.

Lastly, there is going to be a Booker T. Anderson Community Center tour tomorrow, February 8th to address the issues on needed funding and time to complete the project.

Secretary Blakeley announced the death of the President of the May Valley Neighborhood Council. In addition, she shared how she learned how pickleball and tennis courts are shared in an Oakland location. Ms. Blakeley relayed concerns from the MVNC asking for more trees to replace those removed due to drought and that adult size tables and chairs have been stolen from May Valley Community Center. Ms Maharaj voiced concern as these items are a regular purchase for our community centers and Ms. Blakeley will check with the MVNC and advise.

Commissioner Kaser appreciated the recent parks tour and was concerned that there was talk to remove trees at Nicholl Park and she wanted to ensure that tree removal should be paired with tree planting.

Commissioner Torres provided an update on the usage of sports grounds at Tom Bates fields in Berkeley in which Richmond is gaining more game space. Lastly, Ms. Torres shared that the City of Richmond released a proclamation on the recent reduction in homicides, acknowledging sports clubs have helped to contribute to this drop and encouraged all to volunteer with youth programs.

Chair Smith shared she took part in the clean up on the Greenway and Unity Park on MLK day and she continues to check many of the city's parks.

Ms. Maharaj reminded the commission to complete and submit the 700 form from the City Clerk's Office and to provide feedback/concerns from the parks tour so she can ensure the items are addressed.

ADJOURNMENT

The meeting adjourned at 7:48 pm

Respectfully Submitted,
Christine George
Executive Assistant

**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. 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.
	Kern Playlot	None.
	Mendocino Playlot	None.
	Monterey Playlot	None.
	Virginia Playlot	Additional site amenities for seniors.
NP	Belding- Garcia Park	Master plan and major renovation, field renovation, fencing for ballfields, playground renovation “DONE” , MOU for expansion with adjacent
	Burg Park	Master plan and major renovation. DONE
	Crescent Park	Renovation of two playlots. DONE
	Lucas Park	Master plan and major renovation, playlot renovation. DONE
	Shields - Reid Park	Major renovations, lighting. DONE-EXPANSION IN PROGRESS
	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.
	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	Playlot renovation “DONE” , 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

CENTRAL CORE		
CP	Central Richmond Greenway	Master plan and overall improvements for the length of the Greenway.
	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. PLANNING
	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.
	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.)

EL SOBRANTE VALLEY		
NP		Recommended Improvements
	Rain Cloud Park	Playlots and furnishing renovation.
CP	La Moine Park	Renovation of one playlot, restroom DONE
JU	Olinda 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
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	P											0
Allison Blakeley	Appt.: 12/3/19-10/26/22 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	E											1
Catalin Kaser	Appt.: 6/15/21-4/28/24	P	P											0
Dani Lanis	Appt.: 2/21/23-10/26/26	P	E											1
Aaron Rowden	Appt.: 10/26/21-10/26/24	A	P											1
Samantha Torres	Appt.: 12/20/22 – 10/26/25	P	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.