

# City of Richmond - RECREATION AND PARKS COMMISSION

Community Services Building, Council Chambers  
440 CIVIC CENTER PLAZA

## MINUTES

Wednesday, September 7, 2011, 6:00 PM

### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Portero called the meeting to order at 6:05 p.m. with the pledge of allegiance.

### 2. WELCOME AND MEETING PROCEDURES

Chair Portero read the meeting procedures

### 3. AGENDA REVIEW AND ADOPTION

Comm. Martinez motioned to accept the Agenda with item 9.d. (APPROVE – June 1, 2011 minutes) removed since the June meeting did not have a quorum, the minutes are not official and are only “notes”, therefore, cannot be approved only “adopted. Comm. Saucer-Bilbo seconded. Passed unanimously.

### 4. ANNOUNCEMENTS THROUGH THE CHAIR

- The Chair thanked all the Commissioners for their hard work.
- In the NURVE technical meeting she received notice that a new soccer field is being opened. She also reported at the meeting the items lacking at the new MLK field.
- Private group at Pt. Richmond Neighborhood Council Meeting petitioned community to discuss options of privatizing the community center.
- The Mayor has made a recommendation for Apostle Frederick Hamilton to be a new Commissioner.
- Apostle Frederick Hamilton is co-sponsoring a 3 on 3 basketball tournament, at the Nevin Center, with Captain Gain, of the Police Department, and the Commission.

### 5. OPEN FORUM

- LaShonda Wilson, Management Analyst, City Manager Office – advised the WCCUSD agreed to include the addition of a Recreation and Parks Commissioner to the Joint Use Committee on the City of Richmond side. A more detailed update will be presented at the October meeting and the final draft will be presented to City Council after the Commission review.
- Jackie Thompson, Richmond resident – said that Commissioners should not be on the Commission for their own agenda’s. Also said that Friendship Manor is not able to have their annual picnic at JFK Park because of the lack of restroom facilities. She has also had complaints brought to her that the community hasn’t been able to schedule time to use the MLK field because it is reserved too far in advance.

### 6. PRESENTATIONS & DISCUSSIONS

- Pt. Molate – Chris Chamberlain, Parks Superintendant, presented pictures and the current conditions of Pt. Molate Shoreline Park and the concerns he has if the park were to be reopened. He also gave a report from the Point Molate Community Advisory Committee meeting and informed the Commission of their discussions for reopening the park. At this time he would not recommend reopening the park.
- 1. Chair Portero motioned to not consider reopening Pt. Molate Park until issues in current parks are addressed. Comm. Saucer-Bilbo seconded. Passed unanimously.
- Recreation Department Strategic Plan – Keith Jabari, Director presented the Strategic Action Plan which was developed with the Commission, staff, and the help of the consultant, Brent Ives.

At 7:30 Comm. Leedie motioned to extend the meeting 30 minutes. Passed unanimously.

1. Comm. Martinez motioned to set up an extra meeting to specifically discuss the Strategic Plan after Commissioners have had time to review it but prior to the retreat. Comm. Leedie seconded. Passed unanimously.
2. Comm. Martinez motioned to have this item carried over to the next meeting. Comm. Leedie seconded. Passed unanimously.

**8. STAFF REPORTS**

- Recreation Department –
  - a) Boys & Girls Twilight basketball league started at the Recreation Complex
  - b) Fall Programming started
  - c) First Tee golf program started at the Richmond Country Club
  - d) At the close of the Fiscal Year, revenue was reported at \$1 million
- Parks Division –
  - a) Nicholl park pathways have been repaved
  - b) Construction documents have been done for Berg Park and Solano Park and the bidding process should be getting started
  - c) An agreement is being entered with a Landscape Design Architect for Shields-Reid Park
  - d) A perimeter lighting project is underway for Shields-Reid Park

At 8:00 p.m. Comm. Leedie motioned to extend the meeting for 7 minutes. Chair Portero seconded. Passed unanimously.

1. Comm. Leedie asked for a maintenance schedule from staff.
2. Keith Jabari announced the boxing event scheduled for September 24<sup>th</sup>, 2011.

**9. CONSENT CALENDAR**

1. APPROVE – appointment of Commissioner Eduardo Martinez as Liaison to City Council
2. APPROVE – current draft of Recreation & Parks Commission by-laws
3. APPROVE – May 4, 2011 minutes

Comm. Leedie motioned to approve the consent calendar. Comm. Martinez seconded. Passed unanimously.

**10. FUTURE AGENDA ITEMS**

1. Commission Requests for Future Agenda Items
  - a) Discuss Recreation Department Strategic Action Plan
2. Current Future Agenda Items

**11. COMMISSION & LIAISON REPORTS**

**12. COMMISSIONER COMMENTS**

**13. ADJOURNMENT**

Chair Portero adjourned the meeting at 8:10 p.m.

**14. SCHEDULED MEETINGS**

Commission Meeting –

Wednesday, October 5, 2011, 6:00 p.m., Community Services Building, Council Chambers, 440 Civic Center Plaza.

Minutes respectfully submitted by:

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Johann Frazier, Executive Secretary