



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

**Wednesday, September 1, 2021 6:00 PM**

This meeting is held on Zoom that is accessible to people with disabilities.

Zoom link: <https://zoom.us/j/93771521625?pwd=ZEI1Q0ZiOHV4b0lRRnZjeUYxak9RZz09>

**Webinar ID: 937 7152 1625**

**Passcode: 156963**

Or One tap mobile: +16699006833, or 93771521625# US (San Jose)

Or join by phone: US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

International numbers available: <https://zoom.us/u/abTvlsoMuj>

**Board Members:** Joey Smith, Chair, Brendan Havenar-Daughton, Vice Chair, Allison Blakeley, Secretary, Remi Payne, Treasurer  
**Commissioners:** Maryn Hurlbut, Soheila Bana, Pardip Saini, Eleanor Thompson, Catalin Kaser

1. **Call to Order** (2 min)

- Pledge of Allegiance
- Land Acknowledgement - We are in Huichin: Confederated Villages of Lisjan, Chochenyo Ohlone Territory (<https://native-land.ca/>). "The Lisjan are made up of the seven Tribes that were directly enslaved at Mission San Jose in Fremont, CA and Mission Dolores in San Francisco, CA: Lisjan (Ohlone), Karkin (Ohlone), Bay Miwok, Plains Miwok, Wappo, Delta Yokut and Napien (Patwin). [Their] territory includes 5 Bay Area counties; Alameda, Contra Costa, Solano, Napa and San Joaquin."

Opportunity to support: Shu'umi Land Tax - Shuumi Means Gift in Chochenyo. The Shuumi Land Tax is an invitation to support the vital work of the Sogorea Te' Land Trust, a small step towards acknowledging the history of genocide on this land and contributing to its healing.

<https://sogoreate-landtrust.org/shuumi-land-tax/>

2. **Roll Call** (1 min)

3. **Welcome and Meeting Procedures** (1 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 comment 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** (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.*

*Public comment may be made on agenda items when the item is discussed.*

6. **Announcements through the Chair** (5 min.)

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

- a. Urban Green Canopy Committee (Brendan/Catalin/Maryn/Eleanor)
- b. Willie May's Day (Maryn/Eleanor/Joey)
- c. Willie Mays Field Committee (Maryn/Eleanor/Joey)
- d. Associate Commissioner Committee (Maryn/Allison/Joey)

8. **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.*

APPROVE minutes of the August 4, 2021 meeting.

9. **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 and Parks & Landscaping Divisions
- b. Community Services Division: CSD, Pools, Neighborhood & Volunteer Services.

10. **Presentations** (15 min)

- 1. Receive an update regarding the unhoused population - Michelle Milam (5 min)
- 2. Receive a presentation from the Richmond Bicycle/Pedestrian Advisory Committee (BPAC) regarding the City's Bicycle Master Plan – Patrick Phelan (5 min)
- 3. Receive a presentation from Kate Spaulding regarding the Magic Lantern (5 min)

11. **Discussions and Action Items**

*Following discussion of each item, the commission may vote to make recommendations to Commissioners, staff and/or to the City Council.*

i. **DISCUSSION ITEMS: (items prioritized in the below order at August 4, 2021 meeting)**

- a. **UPDATE** Rules for Naming or Re-naming of Parks, Facilities or Streets or Park Tables and Benches with accompanying fill in the blanks application form with imbedded instructions.
- b. **CREATE** a Kiosk concept paper to go out to bid as part of a “Walk of Honor” to be installed as part of the Yellow Brick Road project – Requestors – Charles Cavenes, Arts and Culture Division staff and Toody Maher.
- c. **CREATE** new business cards for commissioners who do not have them – Maryn Hurlbut

ii. **DISCUSSION ITEM:**

**REQUEST** staff to provide information on updating Park Signage with the following information:

- Ordinance regarding dog leash and waste pick up by park users
- Posting multilingual signage
- Signage regarding Illegal dumping
- Signage with QR Codes

iii. **ACTION ITEMS:**

**REVIEW** Commissioner Attendance Reports and address discrepancy in term appointments

iv. **DISCUSSION ITEM:**

**RECEIVE** report from staff regarding fees for the use of BTA Tennis/Pickleball courts by the Eastbay Pickleball Association

12. **Commissioner Liaison Reports** (18 minutes, 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** (9 min.;1 min. per person)

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

15. **Adjournment** (1 min.)

NEXT MEETING: Wednesday, October 6, 2021 at 6:00 p.m. via Zoom

*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.*

**ALL COMMISSION MEMBERS WILL PARTICIPATE VIA VIDEO OR TELECONFERENCE  
CORONAVIRUS DISEASE (COVID-19) ADVISORY**

Due to the coronavirus (COVID-19) pandemic, Contra Costa County and Governor Gavin Newsom have issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact. (See, for example, March 31, 2020 County Order extending the shelter-in-place order until May 3, 2020 & March 19, 2020 statewide shelter-in-place order.) Accordingly, Governor Gavin Newsom has issued executive orders that allow cities to hold public meetings via teleconferencing (Executive Order N-29-20). Both <https://www.coronavirus.cchealth.org/> and <http://www.ci.richmond.ca.us/3914/> Richmond-Coronavirus-Info provide updated coronavirus information.

DUE TO THE SHELTER IN PLACE ORDERS, participation in the Recreation and Parks Commission will be by teleconference only. Public comment will be confined to items appearing on the agenda and will be limited to the method provided below. Consistent with Executive Order N-29-20, this meeting will utilize video/teleconferencing only. The following provides information on how the public can participate in this meeting.

**How to observe and/or participate in the meeting from home:**

The Recreation and Parks Commission meetings can be accessed using the below methods:

Zoom webinar link: <https://zoom.us/j/93771521625?pwd=ZEI1Q0ZiOHV4b0lRRnZjeUYxak9RZz09>

**Webinar ID: 937 7152 1625**

**Passcode: 156963**

Or One tap mobile: +16699006833,or 93771521625# US (San Jose)

Or join by phone: US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

Webinar ID: 937 7152 1625

International numbers available: <https://zoom.us/u/abTvlsoMuj>

- a. To comment by video conference, click on the Participants button at the bottom of your screen and select the "Raise Your Hand" button to request to speak when Public Comment is being asked for. Speakers will be called upon in the order they select the "Raise Your Hand" feature. When called upon, press the unmute button. After the allotted time, you will then be re-muted. \*\*
- b. To comment by phone, you will be prompted to "Raise Your Hand" by pressing "\*9" to request to speak when Public Comment is asked for. When called upon, you will be asked to unmuted by pressing \*6. After

the allotted time, you will then be re-muted. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> -Joining-a-meeting-by-phone. \*\*

## MEETING SCHEDULE

**Regular Commission Meeting:** **First Wednesday of the month; Second Wednesday for the July and January meetings**

### Public comments may be submitted:

1. Via email to [rec.parkscommission@gmail.com](mailto:rec.parkscommission@gmail.com) and state "Rec.& Parks Commission Speaker." Your email must contain in the subject line **public comments – Item #**. All comments must be submitted on or before 12 pm of meeting date and must include the following:

- a) Your Name
- b) Your Phone Number
- c) The item for which you wish to make a Public Comment.

Requests for comments received via email during the meeting and up until the public comment period on the relevant agenda item if closed, will be accommodated as is reasonably possible and will be limited to a maximum of one to two minutes, depending on the number of commenters.

The City cannot guarantee that its network and/or the site will be uninterrupted.

**Record of all public comments:** All public comments will be considered a public record, put into the official meeting record, and considered before Commission action. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

**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 [cprc@ci.richmond.ca.us](mailto:cprc@ci.richmond.ca.us) or submitted by phone at 510-620-6512, ext. 5458. Requests will be granted whenever possible and resolved in favor of accessibility. If an interpreter is required, that request must be submitted seven calendar days prior to the meeting in question by calling the CSD office at 510 620-6793, attention Ranjana Maharaj.

**Effect of Advisory on In-person public participation:** During the pendency of the Executive Order N-29-20, the language in this Advisory portion of the agenda supersedes any language below in the meeting procedures contemplating in-person public comment.