City of Richmond - RECREATION AND PARKS COMMISSION
Community Services Building, Council Chambers, 440 Civic Center Plaza

MINUTES
WEDNESDAY, AUGUST 2, 2017, 6:00 PM

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Meeting called to order by Chair Hurlbut at 6:05 p.m.

B. ROLL CALL
ABSENT –

C. AGENDA REVIEW AND ADOPTION
 Vice-Chair Patel motioned to accept the agenda as written; Comm. Schwartz seconded; passed unanimously

D. ANNOUNCEMENTS & REPORTS THROUGH THE CHAIR
Chair made several announcements
 Outstanding Items
  1. Current account balance $512.62
 Membership Changes

E. OPEN FORUM
 Cordell Hindler, Richmond Resident – invited the Commission to an event; expressed he had several persons in mind for the empty seats on the Commission; also reminded Commission he would like to see other departments report at each meeting and to add them to the monthly agenda; made other announcements.

F. CONSENT CALENDAR
 APPROVE – May 3, 2017 minutes
  1. Comm. Paskowitz motioned to approve with corrections; Vice-Chair Patel seconded; passed unanimously

G. STAFF REPORTS
 Parks Division –
  1. No report presented
 Community Services Department –
  1. Provided oral report

H. PRESENTATIONS, DISCUSSIONS, & ACTION ITEMS
 1st Annual year-in-review Presentation – Guadalupe Morales, Richmond Tool library, gave a presentation of the inception and current status of the Richmond Tool Library.
  1. Commission requested a community forum
 REVIEW & APPROVE – draft of Renaming Procedures
  1. The Ad-hoc committee had been disassembled based on loss of Commissioners; therefore no vote transpired
  2. Chair Hurlbut appointed Comm. Schwartz to the Ad-hoc committee in addition to the remaining member, Comm. Patel
  3. Commission to provide feedback to the Ad-hoc committee; committee to meet with the collated input; committee to work with staff to draft new Nomination Form in addition to the Policy Guidelines

I. COMMISSIONER LIAISON REPORTS
 Vice Chair Patel – at Hilltop, they discussed fee waivers for renting parks; Director Monk advised there may be new policies for fee waivers;
Comm. Paskowitz – thanked staff; gave clarifying information regarding the budget; asked staff to provide information regarding the Trust Account and its origin
Comm. Saini – no report given
Comm. Schwartz – no report given
Comm. Smith – Belding-Garcia ballparks are not accessible; is concerned about the state of the outdoor bathrooms around the city; Atchison Village Neighborhood Council asked for additional trash cans at their park; would like to see recycling & composting at each recreation facility; Director Monk advised a new composting program is being developed
Chair Hurlbut – thanked Comm. Schwartz for volunteering at the July 15th event; talked about the event;

J. COMMISSIONER COMMENTS
Chair Hurlbut – asked the Commission to each think about a way to start up cleaning each park; invited commissioners to promote the local suggestion pouches; invited commissioners to invite Neighborhood Councils to present at the monthly meetings

K. ACTION ITEMS RECAP
Chair Hurlbut asked each Commissioner to submit a head shot for their web site

L. FUTURE AGENDA ITEM RECOMMENDATIONS
Director Monk suggested Director of DIMO be invited to discuss the Parks Division budget based on Comm. Paskowitz Liaison Report
Chair Hurlbut asked for Park Rental Fee waiver policies to be presented next month; Director Monk asked for the item to be placed on the October agenda
Staff, Johann Frazier suggested she do a GARE presentation

M. ADJOURNMENT
Meeting adjourned at 8:00 p.m.

N. SCHEDULED MEETINGS
Commission Meeting – Wednesday, September 6, 2017, 6:00 p.m., Community Services Building, Council Chambers, 440 Civic Center Plaza.

Minutes respectfully submitted by:

Johann Frazier, Executive Secretary