

CITY OF RICHMOND

**Recreation & Parks Commission**

Wednesday, November 6, 2019 6:00 PM

Community Services Building, Council Chambers, 440 Civic Center Plaza

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



**Members:**

**Maryn Hurlbut**  
Chair

**Joey Smith**  
Vice-Chair

**Vacant**  
Secretary

**Pardip Saini**  
Treasurer

**Soheila Bana**

**Remi Payne**

**Eleanor Thompson**

**Rochelle Polk**  
Community Services  
Director

6:00 PM **Call to Order and Pledge of Allegiance** (1 min.)

6:01 PM **Roll Call** (1 min.)

6:02 PM **Welcome and Meeting Procedures** (1 min.)

*Individuals who would like to address the commission on matters **NOT** listed on the agenda may do so under Open Forum. Please file a speaker's card with the note taker prior to the commencement of Open Forum.*

*Individuals who want to comment on an individual item listed on the Agenda, will be allowed to do so after the item is heard and **NOT** during Open Forum. Please file a speaker's card with the note taker before the item is called.*

*The standard amount of time for each speaker, in either instance, will be three minutes.*

6:03 PM **Agenda Review and Adoption** (1 min.)

*The order in which items will be heard may be adjusted at this time. In addition, items may be removed from or placed on the Consent Calendar at this time.*

6:04 PM **Announcements & Reports through the Chair** (6 min.)

Standing Reports:

- a. Outstanding Items
- b. Membership Changes

6:10 PM **Open Forum** (3 minutes per person limit)

*Issues brought to the attention of the Commission in the Open Forum cannot result in action at this meeting.*

6:20 PM **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 – October 2 , 2019 minutes

6:22 PM **Staff Reports** (23 min)

- a. DIMO – Parks & Landscaping Division
- b. Engineering & Capital Improvement Projects
- c. Community Services Department

*continued*

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- 6:45 PM **Presentations, Discussions, & Action Items (75 min)**  
*Following discussion of each item, the Commission may vote to make recommendations to staff or to the City Council.*
- Review bench donation application from Karen Hanson
  - CSD Comprehensive Rental Policy presentation – CSD staff
  - DIMO & CIP budget review presentation – Tim Higaes, Director

- 8:00 PM **Commissioner Liaison Reports [12 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 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.*

- 8:14 PM **Commissioner Comments [6 min. (1 min. per person)]**

- 8:21 PM **Action Items Recap (5 min)**

- 8:26 PM **Future Agenda Item Recommendations (4 min)**

- 8:30 PM **Adjournment**

### **Scheduled Meetings:**

Round Table Discussion – Tuesday, November 12, 2019

Commission Meeting – Wednesday, December 4, 2019 6:00 PM, Community Services Building, Council Chambers, 440 Civic Center Plaza

Staff Liaison: Johann Frazier  
(510) 620-6950 – recreation@ci.richmond.ca.us

### COMMUNICATION ACCESS INFORMATION:

This meeting is being held in a wheelchair accessible location. To request disability related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator, at (510) 620-6509 at least three business days before the meeting date.