



CITY OF RICHMOND
Recreation & Parks Commission Meeting
AGENDA

Wednesday, February 1, 2023 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; Aaron Rowden, Vice Chair; Allison Blakeley, Secretary; Eleanor Thompson, Treasurer

Commissioners: Maryn Hurlbut, Catalin Kaser, Samantha Torres

1. **Call to Order** (3 min.)

- Pledge of Allegiance
- Genuine acknowledgement of the value of a land acknowledgement
 - The opportunity and risk of this moment in our agenda, and how to embrace it wisely
 - The simple acknowledgement that we stand, sit, live and exist on land that was previously and currently occupied and cared for by First Peoples prior to the establishment of the United States, California statehood and the founding of the City of Richmond
 - Embracing the truth and leaning into our discomfort
 - Relentlessly identifying and pursuing opportunities for genuine engagement with local indigenous communities to understand indigenous struggles, needs and goals with a specific focus on exploring pathways to return indigenous lands to indigenous hands

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 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. **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 January 11, 2023, 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: Facilities
- b. Parks & Landscaping Divisions – Greg Hardesty
- c. Community Services Division: Recreation and Neighborhood Services – Ranjana Maharaj

9. **Presentations** (15 min.)

- a. NONE

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

- a. Sustainability and Climate Responsiveness Committee (Catalin/Maryn/Allison)
- b. Coordinate open conversation on how the city can support the native stewardship of Ookwe Park:
 - i. Recreation and Parks Commission
 - ii. Sogorea Te' Land Trust
 - iii. Arts and Culture Commission
 - iv. Planning Commission
- c. Youth & Associate Commissioners Initiatives (Joey/Maryn)

11. **Discussions and Action Items** (60 minutes)

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

- a. Request Installation of a Memorial Bench at BJVP in honor of Tom Horton – Robert Stevens, Kite and Wind Surfers

12. **Commissioner Liaison Reports** (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. **Commissioner Comments** (7 min.; 1 min. per person)

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

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

NEXT MEETING: Wednesday, March 1, 2023, 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.

CORONAVIRUS DISEASE (COVID-19) ADVISORY

PURSUANT to the Governor of the State of California's Assembly Bill 361 and in the interest of the public health and safety, attendance at the City of Richmond City Council meeting will be limited to Council members, essential City of Richmond staff, and members of the news media. Public comment will be confined to items appearing on the agenda and will be limited to the methods provided below.

Public comment may be submitted by email and/or Zoom video conference in the manner that follows; provided that no member of the public may submit more than one verbal comment per agenda item.

1. Via email to recreation@ci.richmond.ca.us by 1:00 p.m. the day of the meeting.

Emails MUST contain in the subject line 1) Public Comments – Open Forum; **OR** 2) Public Comments agenda item # - [include the agenda item number].

All such email will be posted on-line and emailed to the Commission before the meeting is called to order. **No individual email will be read into the record. Due to the high volume of emails received, emails that do not contain the correct identifying information in the subject line may be overlooked and may not become part of the record. Email received after 1:00 p.m. will be posted on-line following the meeting as part of the supplemental materials attached to the meeting minutes.**

2. Via Zoom by video conference or by phone using the following link/call-in numbers – for Open Session:

Please click the link below to join the webinar:

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

Webinar ID: 937 7152 1625

Passcode: 156963

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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>. **

3. Use the below email address to correspond directly with the Chairperson for any other issues:
rec.parkscommission@gmail.com

**The Chair will announce the agenda item number and open public comment when appropriate. Individuals who would like to address the Commission should raise their hand. The Chair will close public comment when public comment is concluded.

Open Forum for Public Comment: Individuals who would like to address the Commission on matters not listed on the agenda or on items remaining on the consent calendar may do so under Open Forum.

The City cannot guarantee that its network and/or the site will be uninterrupted. To ensure that the Commission receives your comments, you are strongly encouraged to submit your comments in writing in advance of the meeting.

AB 361 Procedures in the Event of Technical Difficulties: In the event the meeting broadcast is disrupted, or if a **technical issue on the agency's end** disrupts public participation, the legislative body board cannot take any further action on the agenda until the technical issue is resolved.

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.

Effect of Advisory on In-person participation: During the pendency of Assembly Bill 361, the language in this Advisory portion of the agenda supersedes any language contemplating in-person public comment.

Richmond Recreation & Parks Commission

MINUTES

Wednesday, January 11, 2023 6:00 PM



To view a video of this meeting click on this link:

https://richmond.granicus.com/ViewPublisher.php?view_id=37

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Meeting called to order by Chair Joey Smith at 6:01 pm

ROLL CALL

PRESENT: Joey Smith, Allison Blakeley, Maryn Hurlbut, Catalin Kaser, and Eleanor Thompson

ABSENT: Aaron Rowden (Excused), Samantha Torres

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

AGENDA REVIEW

Commissioner Hurlbut asked to have an Ad Hoc Item added to the Agenda regarding the Youth and Associate Commissioner, as discussed at the previous meeting. Chair Smith acknowledged that this item should have been included and will be added for discussion during the Ad Hoc Committee portion of the agenda.

Motion by Commissioner Hurlbut to approve the agenda as verbally updated, seconded by Commissioner Kaser, and carried unanimously by a voice vote.

OPEN FORUM

Cordell Hindler, Richmond, expressed his excitement in the addition of Samantha Torres to the Recreation and Parks Commission and hopes the youth in our community will be encouraged to fill other vacancies on the commission.

ANNOUNCEMENTS THROUGH THE CHAIR

- a) Chair Smith advised the Next Commission meeting would be held on February 1, 2023, via Zoom.
- b) The balance of the Commission Trust account remains at \$413.08; the RTA Snow Ball account total is unconfirmed as donations continue to come in.

- c) Chair Smith welcomed Commissioner Samantha Torres, who was unable to attend, and looks forward to meeting her officially at the next meeting.

CONSENT CALENDAR

Motion by Commissioner Hurlbut to approve the minutes of December 7, 2022, as submitted, seconded by Commissioner Kaser, and carried with an unanimous voice vote.

DEPARTMENT REPORTS FOR INFORMATION

Public Works: Facilities

Ranjana Maharaj, Deputy Director of Community Services-Recreation, shared a verbal and visual report on behalf of Public Works Superintendent of Facilities.

Parks & Landscaping Divisions

Greg Hardesty, Superintendent of Parks & Landscaping, shared a verbal and visual report and answered questions from Secretary Blakeley, Chair Smith, and Commissioner Hurlbut.

Mr. Hardesty provided an update as to the signage for facilities/parks and indicated that he has been in contact with a sign shop to create stickers regarding picture graphics for city ordinances-starting with the “clean-up after your dog” concerns.

Community Services Division: Recreation and Neighborhood Services

Ranjana Maharaj provided an update on the EOC, which was activated during the recent storms. In addition, Ms. Maharaj provided an extensive oral and visual report on recent and upcoming Recreation activities.

PRESENTATIONS

Child Friendly Cities– Commissioner Kaser shared an oral and visual presentation on the many ways Richmond can establish a health city for all ages and abilities. Secretary Blakeley shared interest in creating “pop-up” parks and Commissioner Kaser shared how other cities have accomplished this successfully in their community. Commissioner Hurlbut expressed interest in helping to fund an event in 2023.

AD HOC COMMITTEE STATEMENTS

a.) Sustainability and Climate Responsiveness Committee (Catalin/Maryn/Allison)

Commissioner Kaser shared they have not been able to meet in the last month.

b.) COORDINATE Open Conversation on How the City can Support the Native Stewardship of Ookwe Park:

As Vice-Chair Rowden was not in attendance, this item will be updated next month.

c.) Youth & Associate Commissioner Initiatives (Maryn/Joey)

Chair Smith addressed the need to continue the efforts of establishing a forum to encourage Richmond youth going forward. Commissioner Hurlbut expressed the need to provide a syllabus to initiate interest in high schools, junior colleges, etc. in an effort to generate applicants. Commissioner Kaser suggested creating flyers to assist with marketing and Ms. Maharaj shared that staff could assist in the creation of flyers.

DISCUSSIONS & ACTION ITEMS

a) NOMINATE Committee for Election of Officers

Chair Smith asked for volunteers to join the Committee for the Election of Officers. Commissioner Hurlbut and Treasurer Thompson volunteered to join the committee. Chair Smith stated she would reach out to Vice-Chair Rowden to see if he would be interested. In the event Mr. Rowden is unable, Chair Smith advised she will volunteer for the committee.

COMMISSIONER LIAISON REPORTS / COMMENTS

Chair Smith shared she attended the 23rd St Bridge mock up events, three different parks, and was a judge for Snow Ball. In addition, Ms. Smith attended the inauguration for the newest members of city council and was pleased to meet members of the community who worked on the Juneteenth mural.

Secretary Blakeley attended her first May Valley Neighborhood Council Meeting. Ms. Blakeley received messages from the community, as to Tiller Park and the need to have handrails and further signage to note smoking is prohibited in the park.

Treasurer Thompson attended an event in Nevin Park to distribute warm coats to the unhoused.

Commissioner Hurlbut visited the parks in her area and did a clean-up at Hurlbut Park after the first round of recent storms. She is continuing to work with staff on closing the books for Snow Ball and looks forward to ensuring there is scholarship funds for all participants. On February 17th, there will be a reception at Lara's Fine Dining from 4:00pm – 6:00 pm where Snow Ball recipients will be recognized. Ms. Maharaj shared that Richmond PAL will be donating \$1,000 to the Snow Ball account.

Commissioner Kaser shared she coordinated a kiddie bike-ride to the four N&E parks. Ms. Kaser expressed concerns over the need for Wendell Park to have a second trash can; noticing dog owners have been using our fenced playgrounds as dog parks; and reported the lights in the tunnel under the freeway on the eastern span of the greenway (behind Target) need replacement.

AGENDA SETTING FOR NEXT MEETING AND FUTURE TOPICS

There were no future topics for the next agenda at this time.

ADJOURNMENT

The meeting adjourned at 8:00 pm

Respectfully Submitted,
Christine George
Executive Secretary

**Recreation and Parks Commission
2023 Meeting Attendance**

Commissioner	Term Ending	Jan 2023	Feb 2023	Mar 2023	April 2023	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	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												0
Allison Blakeley	Appt. 12/03/19-10/26/22 Re-appt. 11/01/22-10/26/25	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												0
Catalin Kaser	Appt. 6/15/21-4/28/24	P												0
Aaron Rowden	Appt. 10/26/21-10/26/24	E												0
Eleanor Thompson	Appt. 7/10/18-10/26/18 Re-appt. 12/04/18-10/26/21 Re-appt. 6/28/22-10/26/24	P												0
Samantha Torres	Appt. 12/20/22 – 10/26/25	A												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.



NOMINATION FORM FOR NAMING OR RE-NAMING PARKS, FACILITIES OR STREETS

1. Name of Nominee: _____

Individual Group Organization

2. Nominated By: Name: _____
 Address: _____
 City and Zip: _____
 Telephone: _____
 Organization: _____

3. Proposed Facility Park Street Other
 Current Name: _____
 Proposed Name: _____

PLEASE INDICATE THE CATEGORY THAT APPLIES TO THE NOMINATION:

- | | |
|--|--|
| <input type="checkbox"/> Service Recognition | <input type="checkbox"/> Monetary, Capital or Material |
| <input type="checkbox"/> Recognition of Heroes | <input type="checkbox"/> Special Feature, Area, Locale |

PLEASE FILL IN ONLY THE SECTION THAT APPLIES TO THE PROPOSED NOMINATION. ADDITIONAL COMMENTS CAN BE INCLUDED ON THE SECOND (2) PAGE AND/OR OTHER RELATED MATERIALS OR COMMENTS MAY BE ATTACHED TO THIS APPLICATION.

SERVICE RECOGNITION: (Individual, Group, or Organization)

1. Was service provided in a voluntary non-paid status or if a group or organization, was contribution provided outside the normal function of a profit making organization?

YES NO

2. Did the contribution exceed five (5) years in duration?

YES NO

3. Is the nominee an elected or appointed official?

YES NO

4. Did the contribution have a direct positive effect on the delivery of public services?

YES NO

5. If the nominee is DECEASED and provided service while they were in a pay status or they were an elected or appointed official, please indicate year of death.

Year of Death _____

A. Did the service exceed ten (10) years in duration?

YES NO

MONETARY, CAPITAL OR MATERIAL CONTRIBUTION:

1. What is the amount or value of the contribution?
\$ _____
2. Date of contribution: _____
3. Does nominee have a good record of citizenship?
 YES NO

RECOGNITION OF HEROES:

1. Did the deed for which the nominee is being honored occur two (2) years prior to the date of consideration?
 YES NO
2. Is the deed for which the nominee is being honored common knowledge to the citizens of Richmond?
 YES NO
3. Does nominee have a good record of citizenship?
 YES NO
4. Is the nominee recognized as a national hero by an agency of the United States Government?
 YES NO

Name of Agency: _____

SPECIAL FEATURE, AREA OR LOCALE:

1. Is this name appropriate to the facility?
 YES NO

Please explain in comments section.

COMMENTS:

Nominated by: _____

Date: _____

Received in Recreation Division By: _____

Date: _____

REQUESTED ACTION:

- Prepare for Commissioner recommendation
- Deny (Explanation)

Tom Horton Bench Location Map



Silhouette Bench

Color: Cedar

Mount Type: Inground Mount

Length: 6'

<https://www.barcoproducts.com/silhouette-benches>



Silhouette Benches

★★★★☆ 19 Reviews

As low as
\$658.85

SKU BN-61

Product Configuration

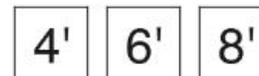
Select Color



Mount Type



Length



50 Years Guaranteed Against Breakage

Eco Friendly

Recycled Plastic Made From Milk Jugs



Description

Inground and surface mount options make your bench secure & a permanent seating solution.

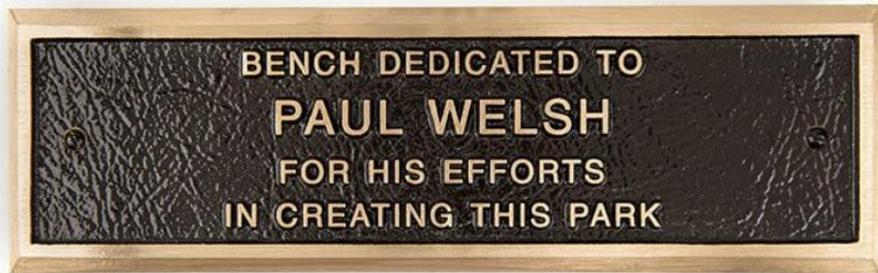
- Sleek contoured design for comfort & style
- Maintenance-free, will not deteriorate over time
- 100% recycled plastic boards will not warp or sag
- Heavy-duty, powder-coated black steel frames
- Stainless steel hardware included
- Some assembly required
- Guaranteed against breakage for 50 years

Specifications

SKU	KBC1260	KBC1265	KBC1300	KBC1305	KBC1330	KBC1335
Model Name	4' Bench - Surface Mount	4' Bench - Inground Mount	6' Bench - Surface Mount	6' Bench - Inground Mount	8' Bench - Surface Mount	8' Bench - Inground Mount
Material	Recycled Plastic	Recycled Plastic	Recycled Plastic	Recycled Plastic	Recycled Plastic	Recycled Plastic
Mount Type	Surface Mount	Inground	Surface Mount	Inground	Surface Mount	Inground
Seat Dimensions	48"L x 13.75"W x 17.25"H	48"L x 13.75"W x 17"H	72"L x 13.75"W x 17.25"H	72"L x 13.75"W x 17"H	96"L x 13.75"W x 17.25"H	96"L x 13.75"W x 17"H
Weight	107.0	111.0	149.0	152.0	200.0	208.0
Overall Dimensions	48"L x 19.5"W x 31.25"H	48"L x 19.5"W x 31"H	72"L x 19.5"W x 31.25"H	72"L x 19.5"W x 31"H	96"L x 19.5"W x 31.25"H	96"L x 19.5"W x 31"H

Cast Bronze Bench Plaque

<https://www.barcoproducts.com/cast-bronze-bench-plaques>



Cast Bronze Bench Plaques

★★★★★ [55 Reviews](#)

As low as
\$158.85

SKU PQ-02

Select Plaque Size

Please Select

Includes Pre-Drilled Holes & Hardware

Please Select

PERSONALIZE

Size TBD

Specifications

SKU	02MA2232	02MA2242	02MA2233	02MA2243
Model Name	8 x 2 Plaque W/Mounting Holes	8 x 2 Plaque	10.5 x 3 Plaque W/Mounting Holes	10.5 x 3 Plaque
Thickness	1/4"	1/4"	1/4"	1/4"
Width	8"	8"	10.5"	10.5"
Height	2"	2"	3"	3"
Weight	2.0	2.0	4.0	4.0
Includes Pre-Drilled Holes & Hardware	Yes	No	Yes	No