

**PARKS AND RECREATION ADVISORY
COMMITTEE**

Sammi Martinez
Alex Rodriguez
Seabre Dillard
Corinna Romo
Sara Malough



CITY OF RIVERBANK

**Parks and Recreation Advisory
Committee Regular Meeting**

Parks and Recreation Office
6707 Third Street, Suite C
Riverbank, CA 95367

SEPTEMBER 18, 2024 – 6:30 P.M.

(THE AGENDA PACKET IS ONLINE AT [HTTP://WWW.RIVERBANK.ORG/AGENDACENTER](http://www.riverbank.org/agendacenter))

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. AGENDA CHANGES**

4. CONFLICT OF INTEREST

Any Committee Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time.

5. PUBLIC COMMENTS (No action can be taken)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the Parks and Recreation Advisory Committee. Individual comments will be limited to a **maximum of 3 minutes (or as stated by the presiding Officer)** and time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon.

6. PRESENTATIONS (Informational only)

Item 6.1 Director's Report

7. CONSENT CALENDAR

Item 7.1 Approval of the Parks and Recreation Advisory Committee Minutes for July 17, 2024.

Item 7.2 Approval of the Parks and Recreation Advisory Committee Minutes for August 21, 2024.

8. NEW BUSINESS

Item 8.1 Discussion in regards to updating the Parks and Recreation Advisory Committee Bylaws to create additional positions on the committee. It is recommended that the Parks and Recreation Advisory Committee discusses providing a recommendation to the Riverbank City Council to update its bylaws to include two additional positions.

9. COMMITTEE COMMENTS (Information Only- No action to be taken)

Item 9.1 Committee Comments

10. ADJOURNMENT

The Next Regular Parks and Recreation Advisory Committee will be on: Wednesday, October 16th, 2024 at 6:30 PM in the Parks and Recreation Offices

AFFIDAVIT OF POSTING
I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted at the meeting location, on the North City Hall public exterior bulletin board, Plaza Del Rio Bulletin, Riverbank Community Center exterior bulletin, and the City's website 72 hours prior to the meeting in accordance to the California Ralph M. Brown Act. Posted this 12th Day of September, 2024 /s/ Michael Patton, Parks and Recreation Director



ADA COMPLIANCE STATEMENT

In compliance with the Americans with Disabilities Act, and the Governor's Executive Order N-29-20, the City will make every effort to make reasonable modifications or accommodations from individuals with disabilities. Contact the Administration Dept. at (209) 863-7122 or the City Clerk at cityclerk@riverbank.org at least (48) hours prior to the meeting to enable the City to make reasonable arrangements for accessibility.

NOTICE REGARDING NON-ENGLISH SPEAKERS

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Riverbank Parks and Recreation Advisory Committee shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language

SUBMITTING PUBLIC COMMENTS FOR THE RECORD

Written comments must be received before 4:00 p.m. on the date of the meeting in order for them to be distributed to the Committee prior to consideration of the matter. Written comments will not be read aloud at the meeting, but will be reported as received for the record. If you do not receive an acknowledgement of receipt within an hour of submission or by 5:00 pm, please call the Parks and Recreation Office at (209) 863-7140 or the Administration Dept. at (209) 863-7122.

ACCEPTABLE METHODS OF SUBMITTING COMMENTS BEFORE THE 4:00 PM DEADLINE

- **Via Mail Service:** Mail comments to City of Riverbank, Attn. Parks and Recreation, 6707 Third Street, Suite A, Riverbank, CA 95367. (Call 209-863-7198 / 209-863-7122 to ensure they were received.)
- **Via Email:** Mail to mpatton@riverbank.org (*Note: This technology is not a guaranteed method.*) Indicate Agenda Item # in the ***subject line***. (Call 209-863-7198 /209-863-7140 to ensure receipt.
- **Oral Comments In-Person:** The Chairperson will ask the public if anyone wishes to comment, at that time you may approach the podium.

**PARKS AND RECREATION ADVISORY
COMMITTEE**

Sammi Martinez
Alex Rodriguez
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Corinna Romo
Sara Malough



CITY OF RIVERBANK

**Parks and Recreation Advisory
Committee Regular Meeting**

Council Chambers
6707 Third Street, Suite B
Riverbank, CA 95367

JULY 17, 2024 – 6:30 P.M.

(THE AGENDA PACKET IS ONLINE AT [HTTP://WWW.RIVERBANK.ORG/AGENDACENTER](http://www.riverbank.org/agendacenter))

1. CALL TO ORDER- Parks and Recreation Advisory Committee Chair, Sammi Martinez called meeting to order at 6:00 PM

2. ROLL CALL- Sammi Martinez conducted Roll Call

Members of the Parks and Recreation Advisory Committee present:
Sammi Martinez
Seabre Dillard
Alex Rodriguez
Sara Malough

Members of the Parks and Recreation Advisory Committee absent:
Corinna Romo

3. AGENDA CHANGES

No agenda changes were made.

4. CONFLICT OF INTEREST

Any Committee Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time.

No Conflict of Interests were expressed.

5. PUBLIC COMMENTS (No action can be taken)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the Parks and Recreation Advisory Committee. Individual comments will be limited to a **maximum of 3 minutes (or as stated by the presiding Officer)** and time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon.

No Public Comments were expressed.

6. PRESENTATIONS (Informational only)

Item 6.1 National Park Service Kickoff Presentation

Parks and Recreation Director Michael Patton presented a kickoff meeting with the National Park Service and other stakeholders in regards to updating the Master Plan at Jacob Myers Park. The representative from the National Parks Service, Carlos Flores, shared information in regards to the Rivers, Trails, and Conservation Assistance Program and how this program will aid the city in updating the master plan for Jacob Myers Park.

After the presentation by the National Park Service, the committee opened it up to the public to ask questions or provide comments. Comments were received by representatives of the Friends of Jacob Myers Park concerning the project timeline and their role in the project.

Item 6.2 Director's Report

Parks and Recreation Director Michael Patton presented a director's report to inform the committee of the actions of the parks and recreation department in the month of July. Items that were presented were the department's recreation programs, events, and activities. A presentation of the department's current projects, facilities, and other updates were made.

7. CONSENT CALENDAR

Item 7.1 **Approval of the Parks and Recreation Advisory Committee Minutes for June 19th**

Action: By motion moved and seconded (Sara Malough, Alex Rodriguez, 3-0) to approve item 7.1 Approval of the Parks and Recreation Advisory Committee Minutes for June 19th.

8. COMMITTEE COMMENTS (Information Only- No action to be taken)

Item 8.1 Committee Comments

No committee comments were provided at this time.

9. ADJOURNMENT

There being no further business, Parks and Recreation Director Michael Patton adjourned the meeting at 8:00 PM to the next regular scheduled Parks and Recreation Advisory Committee meeting of August 21st at 6:30 PM

Attest (Adopted 8/21/2024)

Approved

Michael Patton
Parks and Recreation Director

Sammi Martinez
Chairperson

**PARKS AND RECREATION ADVISORY
COMMITTEE**

Sammi Martinez
Alex Rodriguez
Seabre Dillard
Corinna Romo
Sara Malough



CITY OF RIVERBANK

**Parks and Recreation Advisory
Committee Regular Meeting**

Council Chambers
6707 Third Street, Suite B
Riverbank, CA 95367

AUGUST 21, 2024 – 6:30 P.M.

(THE AGENDA PACKET IS ONLINE AT [HTTP://WWW.RIVERBANK.ORG/AGENDACENTER](http://www.riverbank.org/agendacenter))

1. **CALL TO ORDER-** Parks and Recreation Advisory Committee Chair, Sammi Martinez called the meeting to order at 6:30 PM. Sammi called for a recess until 7:00 PM as not enough members from the committee were present to hold a quorum. A call to order was held by the Parks and Recreation Advisory Committee Chair, Sammi Martinez at 7:00 PM.

2. **ROLL CALL-** Sammi Martinez conducted Roll Call

Members of the Parks and Recreation Advisory Committee present:

Sammi Martinez
Seabre Dillard
Corinna Romo

Members of the Parks and Recreation Advisory Committee absent:

Alex Rodriguez
Sara Malough

3. **AGENDA CHANGES**

No agenda changes were made.

4. **CONFLICT OF INTEREST**

Any Committee Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time.

No Conflict of Interests were expressed.

5. **PUBLIC COMMENTS (No action can be taken)**

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the Parks and Recreation Advisory Committee. Individual comments will be limited to a **maximum of 3 minutes (or as stated by the presiding Officer)** and time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon.

No Public Comments were expressed.

6. PRESENTATIONS (Informational only)

Item 6.1 Director's Report

Parks and Recreation Director Michael Patton presented a director's report to inform the committee of the actions of the parks and recreation department in the month of August. Items that were presented were the department's recreation programs, events, and activities. A presentation of the department's current projects, facilities, and other updates were made.

7. CONSENT CALENDAR

Item 7.1 Approval of the Parks and Recreation Advisory Committee Minutes for July 17th, 2024

Action: Due to two members being present to approve the July 17th, 2024 minutes that were in attendance and the other member abstaining, the item committee did not have sufficient votes to approve the minutes. The minutes will be approved at the September Committee meeting.

8. NEW BUSINESS

Item 8.1 Provide Recommendation to City Council to Award Financial Sustainability Study Contract to 110%, Inc. It is recommended that the Parks and Recreation Advisory Committee provides a recommendation to the Riverbank City Council to award the Financial Sustainability Study contract to 110%, Inc.

Action: By motion moved and seconded (Sammi Martinez, Corinna Romo, 3-0) to approve item 8.1 Provide Recommendation to City Council to Award Financial Sustainability Study Contract to 110%, Inc.

Item 8.2 Discuss the Upcoming Cheese and Wine Festival. It is recommended that the Parks and Recreation Advisory Committee discuss the upcoming Cheese and Wine Festival taking place on October 12th, 2024.

Action: No action was taken for this item as it was to provide information to the committee about the upcoming Cheese and Wine Festival.

Item 8.3 Discuss Potential Expansion of the Bruin Park. It is recommended that the Parks and Recreation Advisory Committee discuss the potential expansion of Bruin Park.

Action: No action was taken for this item as it was to provide information and receive input at the future Bruin Park.

9. COMMITTEE COMMENTS (Information Only- No action to be taken)

Item 9.1 Committee Comments

No committee comments were provided at this time.

9. ADJOURNMENT

There being no further business, Parks and Recreation Advisory Committee Chair, Sammi Martinez, adjourned the meeting at 8:15 PM to the next regular scheduled Parks and Recreation Advisory Committee meeting of August 21st at 6:30 PM

Attest (Adopted 9/18/2024)

Approved

Michael Patton
Parks and Recreation Director

Sammi Martinez
Chairperson