

**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

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**DECEMBER 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 August 21, 2024.

**Item 7.2** Approval of the Parks and Recreation Advisory Committee Minutes for October 16, 2024.

**8. NEW BUSINESS**

**Item 8.1** Discussion of Plans for the Year 2025.

**Item 8.2** Discussion of Outreach Opportunities for the Parks and Recreation Department and the Parks and Recreation Advisory Committee.

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**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, January 15<sup>th</sup>, 2025 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 11th Day of December, 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](mailto: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](mailto: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.

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**OCTOBER 16, 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.
2. **ROLL CALL-** Sammi Martinez conducted Roll Call

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

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

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.

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## **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 October. 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 August 21, 2024.

**Action:** No action was taken for this item as members that were in attendance of the August 2024 meeting were not all available for this meeting.

### **Item 7.2** Approval of the Parks and Recreation Advisory Committee Minutes for September 18, 2024.

**Action:** By motion moved and seconded (Sammi Martinez, Seabre Dillard, (4-0) to approve Item 7.2 Approval of the Parks and Recreation Advisory Committee Minutes for September 18, 2024.

## **8. NEW BUSINESS**

### **Item 8.1** Discussion of Appropriating American Rescue Plan Act Funding in the amount of \$389,362.22 for Park Improvements.

**Action:** No action was taken for this item at this time. Committee discussed possible projects to use the appropriated funding on which included updating the playground at Castleberg Park and installing a splash pad at Silva Park.

### **Item 8.1** Provide Recommendation to City Council for Park Improvement Projects to be Completed by Appropriation of American Rescue Plan Act Funding.

**Action:** By motion moved and seconded (Seabre Dillard, Sammi Martinez, (4-0) the recommendation to use \$389,362.22 for park improvements to Castleberg Park with the emphasis on replacing the playground.

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

**Item 9.1**      Committee Comments

No committee comments were provided at this time.

**10. ADJOURNMENT**

There being no further business, Parks and Recreation Advisory Committee Chair, Sammi Martinez, adjourned the meeting at 8:00 PM to the next regular scheduled Parks and Recreation Advisory Committee meeting of December 18th at 6:30 PM

Attest (Adopted 12/18/2024)

Approved

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Michael Patton  
Parks and Recreation Director

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Sammi Martinez  
Chairperson