In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Management Assistant at 510-559-7001. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFT 35.102-35.104 ADA Title II).

1. **Roll Call:** 7:11PM Present Chair Manish Doshi, Gary Hill, Seth Kaplan, Steve Lipson, Glen Lubcke, and Robin Mitchell.

2. **Commission / Staff Communications / Announcements** Informal reports on matters of general interest were announced by the Park and Recreation Commissioners:
   - Commissioner Mitchell: Reported on the community garden and the return of monarch butterflies.
   - Commissioner Hill:
     - Reported on the Urban Greening Workshop
     - Gave an update in the fundraising campaign. The current amount raised is around $49,500.
     - Reported he is in the process of starting a Junior Mountain Bike Club for middle school students.
   - Commissioner Doshi:
     - Reported there have been discussions about having a couple fields at the Portola site, but there has not been a determination on what to do with the land.
     - Reported that the new Soccer Club season has started. The Soccer Club has grown by 240 kids. Also, the club started with the afterschool enrichment programs this Fall.
     - Thanked Garth Shultz and City Staff for revamping Canyon Trail Field.

3. **Oral Communications From The Public**
   None.

4. **Council/Staff Liaison Announcements and Reports**
   Garth Shultz, Maintenance + Operations Manager, reported to the Commission of the recent actions taken by the City Council at their meeting on July 15, 2014.

5. **Approval of Minutes**: Exhibit 1: Meeting Minutes from July 23, 2014
   It was moved and seconded that the July 23, 2014 Park and Recreation Commission meeting minutes be approved (Lipson/Mitchell; Ayes- Commissioners Doshi & Kaplan; Abstentions – Commissioners Hill & Lubke)
6. **Presentation and Discussion of Measure R Extension**: Lisa Malek-Zadeh, Finance Director gave a presentation about the El Cerrito Preservation of Citywide Services Funding Measure on the November 4, 2014 ballot.

Topics covered by Malek-Zadeh:
- Why Measure R is important
  - 15 vacant full-time positions City wide. The City would like to be able to fill some of these positions.
  - Depletion of reserves, is at a point that is uncomfortable for Council & staff, want to bring it up
- Priorities Measure R will address
- Current version expires in a few years
- $1.5 Million loss without Measure R

Questions and Comments by Commissioners:
- Kaplan: What percentage threshold is needed for the Measure to pass?
  - Malek-Zadeh - 50% + 1 vote – simple majority
- Lipson: How are the funds levied?
  - Malek-Zadeh - Sales Tax, extended a full 1%
- Mitchell: Questioned whether the tax will exceed California State law.
  - Malek-Zadeh - Yes, but the City feels confident that special consideration will be made and the State will permit the City to impose the tax.
- Mitchell: What services have been cut?
  - Malek-Zadeh - There has been a significant shift in staffing and maneuvering to maintain services with really diminished resources.
- Doshi: Commented on the difficulty to retain police officers, lower level of staffing in Public Works Department, and limited staffing City-wide. Asked what the City is doing to publicize Measure R and what the Commission can do to support the Measure.
  - Malek-Zadeh - City is sharing information and information is available on the City’s website.
  - Malek-Zadeh - City is happy to provide public presentations.
- Mitchell: Asked a question pertaining to El Cerrito property values
  - Malek-Zadeh - Property taxes lag behind the pickup in property value. Loss of redevelopment was a significant source of funding for the City. Over the next two years all of the properties will be restored, this is already accounted for in the budget.

7. **Park and Recreation Commission 2014-15 Work Plan Discussion and Presentation to City Council**: Chair Doshi & Sarah DiBenedetto, Management Assistant

Discussed work plan progress and brainstorm topics for presentation by Chair Doshi to the City Council on Tuesday, October 7, 2014. The Commission also reviewed the preliminary results of their survey and park condition reports.
- Doshi: Provided an explanation of what is needed and asked the Commission to look at topics and decide what the primary goal and focuses should be.
- Kaplan & Lipson agree that Huber Park needs to be a priority.
- Hill discussed the importance of identifying needs and prioritizing the needs.
• Doshi will present the Parks and Facilities Survey to City Council. The survey is set to close two weeks prior to the meeting.
• DiBenedetto explained the survey information and results to date.
• Mitchell will post the survey to Next Door to increase respondents.
• There was a discussion about places to share the link with. Commissioners in agreement to distribute the survey electronically and via other social media outlets.
• Lipson expressed the importance of signage at all City parks.
• Kaplan pointed out that if Huber Park is already being addressed it does not need to be a primary focus.
• The Commission would like a Huber Park update to determine its importance on the work plan.
• Hill expressed the importance of communicating with City Council the Commission’s frustration with the lack of progress at Huber Park.
• Shultz supported the Commission highlighting the importance of increasing maintenance for City parks.
• There was additional discussion about the 2014-15 Work Plan. Commissioners agree that they have addressed Item #1. Commissioners decided that from Item #2 Doshi will present about C & D topics. Commissioners decided to reorganize Item #3 to include A & B topics into Topic D. Manish will rewrite Item #3 and present it to the Commission at the next meeting.
• Commissioners decided to readdress the Work Plan and Doshi’s presentation to City Council in September’s Commission meeting.
• There was discussion about creating destination parks in El Cerrito.
• There was discussion around special events. The discussion centered on revenue generation versus what special events do for a community and leveraging sponsorships and partnerships.

8. **Recreation Department Update**: Sarah DiBenedetto, Management Assistant
   Gave an update on items of interest in the Recreation Department:
   • Department had a very successful summer
   • School year has started and programs are full with waitlists. The Department is recruiting more staff to accommodate more participants.
   • FestiFall will be October 18, 2014 11:00am-4:00pm. Provides an opportunity for community partnerships and fundraising.
   • Announced the Parents Press Awards the El Cerrito Recreation Department received for 2014.

9. **Public Works Department Update**: Garth Schultz, Maintenance + Operations Manager
   Provided an update on items of interest in the Public Works Department, specifically the Operations + Maintenance Division:
   • Will follow up with Yvetteh Ortiz, Public Works Director, about Huber Park for the Commissioners.
   • The Football Club & Prospect Sierra partnership allowed for the successful Canyon Trail project. There are irrigation improvements that must be done. There are challenging water usage restrictions from state and EBMUD
   • Increase in programs is taking its toll on El Cerrito parks
   • Fields do not see much breaks in use, need to have rest a recuperation
• Castro Fields update: re-dug, re-compacted and brand-new sod. The field is set to open in Fall 2014. Castro is not City field so we do not have complete control of it.
• Encourage community members to report problems to Public Works so they can be addressed.
• There will be citywide tree pruning in September.

10. **Items For Next Agenda**

a. Work Plan Presentation  
b. Update on Huber Park  
c. October 2014 – Joint Meeting with the Environmental Quality Committee to review and provide comments on the development to date of the Urban Greening Plan.

11. **Meeting Adjournment 8:36pm**

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