1. **Roll Call 7:10pm**: Present: Ben Chuaqui, Gary Hill, Seth Kaplan, and Vice Chair Robin Mitchell. Absent: Manish Doshi, Steve Lipson, and Glen Lubcke.

2. **Commission / Staff Communications / Announcements** *(Informal reports on matters of general interest announced by the Park and Recreation Commissioners and City Staff)*

   Hill:
   - Reported on the official transfer of Madera open space to City of El Cerrito which took place on Tuesday, March 23, 2015
   - It was reported that the Trust for Public Land waived their $100,000 fee for the purchase of the Madera open space.

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

4. **Council/Staff Liaison Announcements and Reports**
   Staff and/or Councilmember Abelson may report on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council.

   Jones: Director Jones reported on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council at City Council meetings on March 17, 2015.

5. **Approval of Minutes**: Exhibit 1: Meeting Minutes from March 4, 2015
   Moved, seconded (Kaplan/Hill) and carried unanimously to approve the motion to approve the March 4, 2015 Special Meeting of the Park and Recreation Commission Meeting Minutes.
6. **Huber Park Improvement Project**: Melissa Tigbao, Engineering Manager – Public Works Department & April Malvino, PE, Project Manager, BKF Engineers

Tigbao: Provided an update to the Commission on the current status of the design plans for the Huber Park Improvements Project. Tigbao reported that the design and construction of this project will be funded by a $174,000 Measure WW Grant from the East Bay Regional Park District. The project will include minor drainage improvements, accessibility and basketball court area improvements, upgrade of park furnishings, and other related minor improvements.

Malvino: Reported on:
- Project Funding
- Design Element
  - Selected Design firm BKF Engineers
- Current Status
  - Improvement Plans: Minor Drainage improvements, minor accessibility improvements, resurfacing of basketball court, retrofit of slide, replacement of play structure, sandbox, tables, benches and grills.
    - Discussion surrounding the resurfacing of the basketball court; surfacing materials.
    - Discussion about the drainage issues and designs to alleviate the issues.
    - Discussion about the grills not being very useable and the advantages of having new grills.
- Project Schedule
  - 90% plans: late April 2015
  - 100% plans: May 2015
  - Advertise & Bid: June 2015
  - Award: July 2015
  - Construction: August 2015
    - Discussion surrounding plan designs being a public viewing, a more complete plan with opportunity for public comment
    - Suggestion for review before 100% plan completion- In April or May
    - Discussion about DRB
    - Discussion about the Huber Clubhouse
    - Discussion about concerns to keep integrity of the park, and the same look and feel, keeping the slide etc
- Public Comment
  - Drew McGaraghan: Attended the Huber Park Community Meeting; frequents Huber Park; commented on restrooms; requested to keep the Huber Park project moving forward.
  - Howdy Goudy: Attended the Huber Park Community Meeting; interested in how drainage will be handled and how amenities will be improved; commented on the drainage issue, how the plans meet drainage requirements; suggested alternative resources to fund drainage issues; mentioned funding for storm water treatment meeting the C3 standards.
    - Malvino gave clarity that the project is not subject to C3 Standards.
- Tigbao expressed that the City is looking for grant funding to update the master storm drain planning.
- Staff gave clarity surrounding the bathrooms at all City clubhouses- same issues throughout the City.

7. **Public Works Department Update**: Maria Sanders, Environmental + Operations Manager

*Gave an update on items of interest in the Public Works Department including status update of Castro Park Field improvements.*

- **Athletic Fields**:
  - Fields will be aerated next week
  - There will be minor renovation of Tassajara’s infield during the summer between baseball and soccer season
  - Turf renovation at Castro Park:
    - Time frame: in-between baseball and soccer season
    - Based on results from user groups including EYCB and EL Cerrito Fútbol Club (including Manish Doshi)
    - Presented the Castro Park Renovation- Conceptual Master Plan Phase 1
    - Consideration for a long-term wish list, can be done in phases, programmed over time as the budget allows

- **Commission Discussion Points**:
  - Field Aeration Schedule
  - Tassajara field renovation will be the infield; budget does not permit renovation of the outfield; maintenance (including reseeding and irrigation fixes) has been enhanced for the outfield.
  - Castro Park: all funds coming from the WCCUSD, possible donations from ECYB and Fútbol Club
  - Field closure schedules
  - WCCUSD and El Cerrito relationship in regards to field usage at Castro
  - Gopher control methods: owl boxes, Lance, natural
  - Fencing at fields and parks
  - “No Mow” option

8. **Park Funding Priority Discussion**: Chris Jones, Recreation Director

Jones: Continued discussion of potential projects/purchases in the three parks indentified by the Urban Greening Plan: Fairmont Park, Baxter Creek Gateway Park, and Central Park. Projects could be funded by Measure WW bond money and Housing-Related Parks Program (from State Department of Housing and Community Development).

- Clarification on concepts and priorities not actual design, or specific amount of money being spent, for Staff and Council consideration
  - Action/Recommendation will enable the WW bond money to be spent when the next cycle begins in April 2015
- **General Discussion**
  - Earmarking allocation of funds
  - These are the three Park specific projects that will be in the Urban Greening Plan
• Mitchell presented her conception, spreadsheet, and working plan of WW fund usage the Commission.
• Deadline March 31, 2015 for this cycle
• Discussion surrounding the process of earmarking the funds.
• Discussion about fund allocation:
  • Spread or concentrated?
• Discussion about Baxter Creek project & location
  • Doshi comments read by Jones: recommendation to prioritize Baxter Creek Park and the addition of a multi-use micro field
    o Location could be revenue generation
    o Creation of pocket park will increase safety to the area
    o Sport Court Grant possibility
  • Chuaqui: Expressed some disagreement with the ideas behind the Baxter Creek project.
    ▪ Public Comment: Howdy Goudey recommended to allocate the full amount, which would include all projects. The Commission could then study the different projects in more depth and decide how to allocate the funds amongst the different projects.
    ▪ Commission expressed interested in Goudey’s idea to make a broad recommendation to Council including all three projects and decide the allocation specifics at a later time.

- Commission discussed that changes in funding to Huber could delay the process.
- Commission came to an agreement to name the three parks for the total amount of WW Funds to allow for flexibility and changes later.

Action: Moved, seconded (Mitchell/ Chuaqui) and carried unanimously to approve to put in an application to East Bay Regional Park to earmark the remaining WW Funds $476,000 to be potentially spent between Fairmont Park, Baxter Creek Park and Huber Park with the expectation that we will put much more effort into planning and determining how to actually allocate that money but we want to earmark it now.

• Discussion about enhancing the budget for Huber Park
  • Jones: there was an original desire to spread the money around; ultimately a City Council decision
  • Jones: all Urban Greening Projects hold equal rate; Pilot projects are not given higher priority

9. Recreation Department Update: Sarah DiBenedetto, Management Assistant
   Updated the Commission on items of interest in the Recreation Department
   • Weekend Recreation & Weekday Family Swim & Splash Park hours have opened
   • Lifeguard training through Aquatics program over spring break
   • Drowning Prevention Lifejacket safety event June 27, 2015 at El Cerrito Swim Center in conjunction with Children’s Hospital
- Volunteer Appreciation Dinner: Friday, April 24, 2015, 2:30pm-5:30pm at the Community Center
- Senior Center and El Cerrito Historical Society: Big Band Era Tea Dance Sunday May 3, 2015, 1-4pm at Community Center $15
- MASEP Program’s 4th session is starting Monday, March 30, 2015
- Summer 2015 rECguide is now online and should be in mailboxes in a couple weeks.
- Spring Egg Hunt, Saturday, April 4, 2015 at 10am at the Arlington Park
- Golf Tournament, Monday, April 13, 2015 at Mira Vista Country Club
- Jones offered to resend the invitations for the Volunteer Dinner to the Commissioners.

- Further discussion on Huber presentation; provide advanced notice for having Huber on the Commission agenda

- Jones: Made an announcement regarding new City of El Cerrito Commission rules; a person cannot hold a Chair position for more than two consecutive years.
  a. Reorganization of the Park and Recreation Commission
  b. Recreation Department Division Overviews & Budget Update

10. Meeting Adjournment 9:09PM

COMMUNICATION ACCESS INFORMATION To request a meeting agenda in large print, Braille, or on cassette, or to request a sign language interpreter for the meeting, call the Management Assistant, at 559-7001 (voice) at least FIVE (5) WORKING DAYS NOTICE PRIOR TO THE MEETING