REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION
APPROVED MEETING MINUTES

Wednesday, April 24, 2019
7:00 pm

El Cerrito City Hall
Council Chambers
10890 San Pablo Ave., El Cerrito

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in
this meeting, please contact the Recreation Department at (510) 559-7000. Notification 48 hours prior
to the meeting will enable the City to make reasonable arrangements to ensure accessibility. (28 CFT
35.102-35.104 ADA Title II).

1. Roll Call: Chair – David Zuckermann, Ben Chuaqui, Norman La Force, Art Machado, Tara McIntire,
and Jun Sunseri

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

   Commissioner McIntire announced and encouraged participation in the Hillside Festival May
   4-5, 2019.

   Action: Announcements received

3. Oral Communications from The Public
   All persons wishing to speak should sign up with City Staff. Remarks are generally limited to 3
   minutes per person. Please state your name and city of residence for the record. Comments
   related to non-agenda items will be heard first. Comments related to items appearing on the
   agenda are taken up at the time the Park and Recreation Commission deliberates each item.

   None

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

   Action: Announcements and reports received.

5. Approval of Minutes: Exhibit 1: Meeting Minutes from March 27, 2019
   Approval of the March 27, 2019 Regular Meeting Park and Recreation Commission Meeting
   Minutes.
6. **Proposed 2019-20 Parks and Recreation Facilities Capital Improvement Projects (CIP):** Yvetteh Ortiz, Public Works Director (Attachment 1)

Review, discuss and possible action to endorse the proposed CIP for parks and recreation facilities for the City’s 2019-20 fiscal budget.

**Action:** Move to endorse the proposed CIP for parks and recreation facilities for the City’s 2019-20 fiscal budget with the amendment to clarify the Fiscal Year 2019-20 CIP Program Budget table; specifically, to indicate which of the identified sources of revenue are “loose it or use it” versus having the ability to be carried over into another year’s budget.

Moved/seconded (La Force/ Chuaqui), passed unanimously.

7. **Establish a Subcommittee to Plan the Commission’s Participation at the Fourth of July Festival**

Discussion and possible action to appoint two or three members to a subcommittee to organize the Commission’s activities at the City of El Cerrito/worldOne Fourth of July Festival.

The Commission asked staff to explore options of sharing with other City advisory groups.

**Action:** Discussion only.

8. **Reorganization of the Park and Recreation Commission**

Per City Ordinance, select Chair and Vice Chair of the Park and Recreation Commission for 2019-20. (Attachment 2)

**Action:** Motion (Chuaqui) carried unanimously to elect Zuckermann as Commission Chair.

**Action:** Motion (La Force) carried unanimously to elect McIntire as Commission Vice Chair.

9. **Approve the 2019 Regular Meeting Schedule for the Parks and Recreation Commission**

Pass a motion to approve the regular meeting schedule for the remainder of the 2019 calendar year. (Attachment 3)

**Action:** Moved/seconded (La Force/ Chuaqui), passed unanimously.

10. **Recreation Department Update** Sarah DiBenedetto, Recreation Management Analyst

*Update on items of interest in the Recreation Department*

Announcements:

- The Swim Center is now open for rECreation Swim and Splash Park play times.
- The Department had a very successful Spring Egg Hunt on Saturday, April 20th at the Arlington Park.
- Process of preparing for busiest season, summer. The Department is hiring part-time staff; camp counselors and lifeguards. The Department is also in the process of hiring two full-time staff positions, a Management Assistant and Youth Programs & Sports Coordinator.
• Lead staff are preparing an all-staff in-service training to be held June 7, 2019.
• Saturday, June 15, Safe Swim Event at the Swim Center, free swim lessons and rECreation Swim entry.
• Sunday, July 21, 1-4pm there will be a 15th Anniversary Party at the Swim Center.

11. **Items for Future Agendas**
   • Trail Naming Presentation - May
   • Hillside Natural Area Vegetation Management Presentation – May or June
   • Other-Power Driven Mobility Devices (OPDMD) Policy – October
   • Measure A – TBD
   • Land Acknowledgement - TBD
   • Drone Policy - TBD

12. **Meeting Adjournment 8:20pm**
CITY OF EL CERRITO
CAPITAL IMPROVEMENT PROGRAM

Park and Recreation Commission
April 24, 2019

Yvetteh Ortiz, Public Works Department
Ten-Year CIP includes 38 identified projects

FY 2018-19 and 2019-20 include 23 active projects:
- 2 Facilities - General
- 10 Parks, Rec Facilities & Trails
- 10 Streets-Transportation
- 1 Stormwater & Drainage
Parks, Recreation Facilities & Trails – Construction

- El Cerrito Mid-Town Activity Center
- Ohlone Greenway Wayfinding
- Centennial Park, Phase 1 Improvements
- Ohlone BART Station Area Access, Safety and Placemaking Improvements
- Swim Center Locker & Chemical Rooms
Parks, Recreation Facilities & Trails – Design & Other Efforts

- Hillside Natural Area Signage Improvements
  - Wayfinding signage revised signs design
  - Rotary Interpretive Trail Signs
- Minor Repairs
  - Cerrito Vista Slide Repair
  - Castro Roof Repairs
  - Canyon Trail Clubhouse – Roof and Other
  - Huber Park Rock Wall Repair
- Ohlone Greenway – Hill St/Safeway Side Path
- Ohlone Greenway Master Plan Improvements (Camera Security System Upgrade & Expansion)
- Eureka Avenue and Lexington Avenue Street Improvements
Parks, Recreation Facilities & Trails – Fiscal Year 2019-20

- Park & Recreational Facilities – Minor Repairs
  - Roof Replacement Plan
  - Arlington Playground Surfacing Replacement
  - Electrical Immediate Work Priorities

- Swim Center Capital Enhancements
  - ADA Parking Lot Improvements
  - Small Pool Resurfacing

- Hillside Natural Area Signage Improvements - Installation

- Ohlone Greenway – Hill St/Safeway Side Path - Construction

- Ohlone Camera Security System Upgrade & Expansion - Implementation

- Eureka Avenue and Lexington Avenue Street Improvements – Construction

- Hillside Natural Area Master Plan – Secure Funding
### Fiscal Year 2019-20
#### Proposed Capital Improvement Program Budget

<table>
<thead>
<tr>
<th>Project#</th>
<th>Category</th>
<th>Projected 2018-19</th>
<th>Proposed 2019-20</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>General Fund</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Park Facilities Rehab &amp; Improvement Program</td>
<td>tbd</td>
<td>FA</td>
<td>110,000</td>
</tr>
<tr>
<td>SUBTOTAL General Fund</td>
<td></td>
<td></td>
<td>110,000</td>
</tr>
<tr>
<td>206</td>
<td>Measure A Swim Center</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Swim Center Capital Enhancements</td>
<td>C3050</td>
<td>FA</td>
<td>100,000</td>
</tr>
<tr>
<td>Canyon Trail Clubhouse Enhancements</td>
<td>tbd</td>
<td>PK</td>
<td>30,000</td>
</tr>
<tr>
<td>SUBTOTAL Measure A Swim Center</td>
<td></td>
<td></td>
<td>130,000</td>
</tr>
<tr>
<td>210</td>
<td>Park/Open Space In-lieu Fund</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Centennial Park Imprvments</td>
<td>C5037</td>
<td>PK</td>
<td>50,000</td>
</tr>
<tr>
<td>SUBTOTAL Park/Open Space-in-lieu</td>
<td></td>
<td></td>
<td>50,000</td>
</tr>
<tr>
<td>301</td>
<td>Capital Improvement Fund (A, Other Sources - Secure)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNA Trail Entry &amp; Signage Improvements</td>
<td>C5038</td>
<td>PK</td>
<td>18,000</td>
</tr>
<tr>
<td>Ohlone Greenway Impr - Hill to Blake</td>
<td>C3069</td>
<td>CR</td>
<td>50,000</td>
</tr>
<tr>
<td>Ohlone-BART Station Access, Safety &amp; Placemaking</td>
<td>C3076</td>
<td>CR</td>
<td>250,000</td>
</tr>
<tr>
<td>Ohlone Greenway Wayfinding Improvements</td>
<td>C5034</td>
<td>CR</td>
<td>40,000</td>
</tr>
<tr>
<td>Ohlone Greenway Master Plan Improvements</td>
<td>tbd</td>
<td>CR</td>
<td>-</td>
</tr>
<tr>
<td>SUBTOTAL Capital Improvement Fund (A, Other Sources - Secure)</td>
<td></td>
<td></td>
<td>358,000</td>
</tr>
<tr>
<td>B Other Sources - Nonsecure or Unidentified</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hillside Natural Area (HNA) Improvements</td>
<td>C3075</td>
<td>PK</td>
<td>150,000</td>
</tr>
<tr>
<td>SUBTOTAL Other Sources - Nonsecure or Unidentified</td>
<td></td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Total Capital Improvements Program Budget Appropriations</td>
<td>$648,000</td>
<td>$928,000</td>
<td></td>
</tr>
</tbody>
</table>
REORGANIZATION SCRIPT
EL CERRITO PARK AND RECREATION COMMISSION

CHAIR ZUCKERMANN: Call for reorganization of the Park and Recreation Commission.

Optional Remarks: regarding the adoption of the Parks and Recreation Facilities Master Plan

BEN CHUAQUI: Commented that Zuckermann was a great chair and the meetings have been well organized.

TARA MCINTIRE: Agreed with Chuaqui’s comments.

CHRISTOPHER JONES: I declare offices of Chair and Vice-Chair vacant.

CHRISTOPHER JONES: Call for nominations for the office of Chair.

BEN CHUAQUI: I nominate Commissioner Zuckermann for the office of Chair.
(No second required)

CHRISTOPHER JONES: Call for further nominations.

NORMAN LA FORCE: If no further nominations, I move that nominations be closed.

MCINTIRE: Second.

CHRISTOPHER JONES: All in favor of closing nominations indicate by saying “AYE” (pause), opposed “NO”. Motion carried unanimously.

CHRISTOPHER JONES: All in favor of electing Commissioner Zuckermann as chair indicate by saying “AYE” (pause), opposed “NO”. Motion carried unanimously.

Commissioner Zuckermann has been selected as Chair of the El Cerrito Park and Recreation Commission.

CHAIR ZUCKERMANN: Call for nominations for the office of Vice-Chair.

NORMAN LA FORCE: I nominate Commissioner McIntire for the office of Vice-Chair.
(No second required)

CHAIR ZUCKERMANN: Call for further nominations.

NORMAN LA FORCE: If no further nominations, I move that nominations be closed.

JUN SUNSERI: Second.

CHAIR ZUCKERMANN: All in favor of closing nominations indicate by saying “AYE” (pause), opposed “NO”. Motion carried unanimously.
CHAIR ZUCKERMANN: All in favor of electing Commissioner McIntire as Vice-Chair indicate by saying “AYE” (pause), opposed “NO”. Motion carried unanimously.

Commissioner McIntire has been selected Vice-Chair of the El Cerrito Park and Recreation Commission.
Approved, April 24, 2019. Park & Recreation Commission Meeting, 4/24/2019: Attachment 3