



REGULAR MEETING OF THE  
PARK AND RECREATION COMMISSION  
MEETING MINUTES

Wednesday, April 26, 2017  
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 to this meeting. (28 CFT 35.102-35.104 ADA Title II).*

1. **Roll Call:** Chair – Glen Lubcke, Ben Chuaqui, Manish Doshi, Norman La Force, Tara McIntire, Robin Mitchell, David Zuckermann.
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 introduced herself at her first meeting and the other commissioners introduced themselves.

Commissioners decided to hold their next meeting on May 17<sup>th</sup> at the Community Center to coincide with the Swim Center maintenance projects informational meeting. It was agreed to postpone discussion of a work plan for this year to a future meeting. Consultants are completing a presentation which will be on-line for pool users' comments. It was suggested to have the 17<sup>th</sup> meeting at the pool, where it will be advertised to the users, and then it might be possible to include a tour. At that time the consultants will present their scope of work, priorities of which are health and safety. The work includes a collapsed drain, rust, chemical room ventilation issues, ADA improvements, shower towers which need replacement, and eaves, which could be enclosed for sun and rain protection.

Commissioner La Force spoke about work to conserve natural resources and wildlife habitat and to secure public access to shoreline open space along East Bay shoreline. On April 22, 2017 Citizens for Eastshore Park held the first Visualizing Sea level Rise event in Oakland's Jack London Square. There was a display of what the shoreline will look like in 70 years with all of Oakland airport under water.

Commissioner Chuaqui described the Hana Gardens' groundbreaking on Monday, April 24, 2017. It was well-attended by local officials. This project has been decades in the making.

Commissioner Doshi spoke about the Gilman Fields, which is run by the Joint Powers Authority (Richmond, Berkeley, Emeryville, and Albany). This November through February the artificial turf

fields will be closed for replacement. It currently uses crumb rubber, which may be carcinogenic. Cork infill is an alternative but is more expensive.

Commissioner Zuckermann talked about the East Bay Regional Park District dedication of two major projects on Saturday, April 22. One of the projects is a habitat restoration and public access project. The second project is the new Atlas Road Bridge which connects to the San Francisco Bay Trail. They are also significant because they address concerns of sea level rise.

Commissioner Mitchell mentioned that Earth Day was a success with lots of work parties around town.

### 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.*

Steve Lipson, former Park and Recreation Commissioner, thanked the Commission for his opportunity to serve. As the current Chair of the Committee on Aging, he asked the Commissioners consider seniors in upcoming discussions. Commissioners proposed a joint meeting with the Committee on Aging to discuss common issues.

### 4. **Council/Staff Liaison Announcements and Reports**

*Staff and/or Councilmember Quinto 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 reported on the Council meeting of April 4, 2017. Council discussed whether to proceed with an ordinance to allow marijuana dispensaries in town. It was decided to proceed with an ordinance to guide policy on regulating marijuana in town.

It was noted that the Council denied the appeal of the trailer park inhabitants. There is one person who is homeless after being evicted from the trailer park.

The April 18, 2017 Council meeting was a budget update with no major issues. There were some unforeseen costs such as tree pruning due to storms and vehicle maintenance costs.

### 4. **Approval of Minutes:** Exhibit 1: Meeting Minutes from March 22, 2017 Approval of the March 22, 2017 Regular Meeting of the Park and Recreation Commission Meeting Minutes.

Commissioner Mitchell moved that the minutes be approved. Commissioner La Force seconded the motion, which passed unanimously with Chair Lubke abstaining.

### 5. **Review and Discussion of the Ohlone Greenway Pedestrian, Bicycle Wayfinding, and Amenities Project:** Melissa Tigbao, Senior Engineer and Ana Bernardes, Associate Engineer Tigbao and Bernardes were ill and were not able to end.

The consultant gave a project review:

- There are two funding sources are Measure J and the Affordable Housing Sustainable Communities Fund
- He described what the sign sizes and types (e.g., wayfinding sign, street name signs), and listed of locations.
- A landscape architect was hired to support the project.
- The project is at 95% on cost and development. Comments from this Commission and Staff have been incorporated
- Plans include a plaza around Moeser
- They decided bike rack locations to be installed with purpose and not just to be installed.
- Use existing sign posts to avoid clutter
- Place trash receptacles near benches but not right next to
- Landscape architect suggested designs of bench/bike rack combos and benches with armrests in center of bench to deter sleeping on bench

He described the hierarchy developed for categorizing the Wayfinding signs listed by priority: BART and AC Transit, destinations services, recreation, commercial, parks, schools, and streets. He said the project is currently close to its 95% funding allotment of \$343,000.

Commissioner comments:

Commissioner McIn The construction drawings are hard to read and understand for e.g., what is hardscape; what was is soft scape? b) It seems a lot money for signage with limited in-ground improvements. He believed that the Sustainable Communities grant would allow more to be spent more than on just signs, especially at some of bigger intersections. The consultant's response was the work is within the scope of grant application. Prices are based on industry standard.

Commissioner Mitchell walked the site with the plans. She experienced some difficulty orienting herself and suggested the "You are Here "common on maps. She also suggested signage to show entrance to Fairmount Park from the path side.

Commissioner McIntire stated she would have liked to have seen plans further along (you have a lot of work to do in the remaining 5%) and found them difficult to understand. She suggested extra space behind and around benches so that when sitting you would be clear of bike traffic on the Greenway.

Howdy Goudy comments:

He reacted to the comment that Moeser was the only bike facility crossing along the Ohlone Greenway. The Transportation Plan has bike crossing at almost every block. He asked if the signs only marked destinations or are they also telling people how to get there. He suggested additional signage for bicycle boulevards, and signage to show where you can go and how you can get there. He commented decomposed granite ground covering is easily impacted by water and over spray by sprinkler. He recommended checking bench locations which could be sprayed by BART irrigation, Commissioner Mitchell asked about the mechanism for changing signs over time. Discussion followed regarding sign maintenance and vandalism.

The consultant responded that currently bikeways are incomplete and so not included on signage (boulevards, class 2, class 3). One of the charges of the subcommittee will be to determine no bias toward one business or another in wayfinding signs.

6. **Review and Discussion of Parks Related Projects:** Christopher Jones, Recreation Director  
Review Parks Projects Status Sheet of funded and unfunded capital improvement program projects related to Parks and Recreation.
  - a. Baxter Creek Gateway Project—The balance of the \$10,000 for this project has been transferred to the Hillside Signage Project.
  - b. Canyon Trail Clubhouse Rehabilitation: It has been suggested that this project be incorporated as part of the master plan.
  - c. Fairmont Park: A scharette is scheduled for the Fairmont Multi-Purpose Room on June 3. This item will come to Commission July 26 and September 27, 2017. Discussion followed about outreach—door hangers, posting flyers at the site, and e-mail. A direct mailing has been done.
  - d. Contract was awarded for the Swim center capital improvement: 1) The fencing around water slide has been completed. 2) Painting has been postponed because of rain; 3) The public hearing for Swim Center has been scheduled for May 17, 2017; 4) Master Plan contractor RHAA design landscape firm has been approved.

7. **Review Proposed Master Fee Schedule for Recreation Department:** Christopher Jones, Recreation Director  
Review and possible action on recommended adjustments to the Master Fee Schedule for the Recreation Department in Fiscal Year 2017-18.

The proposed Master Fee Schedule shows a 3% increase, which is in-line with the consumer price index. We try to be mindful of what the market can bear and make schedule more readable and understandable.

Jones also explained a plan to consider half day rentals at Arlington Park and Arlington Clubhouse, which would allow an a.m. and p.m. booking.

Commissioner La Force moved, and Commissioner Zuckermann seconded a motion to approve the proposed Master Fee Schedule, which was approved unanimously.

8. **Discussion on Choosing Members for a Subcommittee to Develop a Proposal on Business Wayfinding Signs Along the Ohlone Greenway**  
Discussion and possible action to appoint commissioners to join subcommittee with the Economic Development Commission to develop a proposal to create a Wayfinding signage plan for businesses along the Ohlone Greenway.

Commissioner Mitchell volunteered to serve on this committee. Commissioner Zuckermann expressed concern over signage on the Greenway, and did not think himself suited for this committee not being a proponent of signs. Commissioner Mitchell commented that on the positive side, those using the Greenway and are out of their cars.

### **Reorganization of the Park and Recreation Commission**

Annual election of Park and Recreation Commission Officers.

Commissioner Chuaqui commented on the good job that Chair Lubcke has done over the past year. Chair Lubcke commented about the positive direction the Commission has taken over the year.

Chris Jones declared the office of chair and vice chair vacant, and called for nominations for office of chair.

Commissioner Doshi nominated Commissioner Lubcke for office of chair. After a call for further nominations, Commissioner La Force moved to close nominations, which was seconded and approved. Commissioner Lubcke was unanimously approved as chair of the Park and Recreation Commission.

Chair Lubcke called for nomination for the office of vice chair. Commissioner Doshi nominated Commissioner Chuaqui for office of vice chair. With no further nominations, it was moved and approved to close nominations. The vote to close nominations was unanimously approved. Commissioner Chuaqui was unanimously approved as vice chair of the Park and Recreation Commission.

### **9. Recreation Department Update**

*Update on items of interest in the Recreation Department*

- a. The Annual Dynamo Open was April 25, 2017.
- b. June 3, 2017 is the Safe Swim Event for free swim lesson and recreation swim.
- c. Centennial Parade, September 16, 2017. The Park and Recreation Commission has been asked to participate.
- d. The Council/Commission Dinner is scheduled for Friday, April 27, 2017.

### **10. Items For Future Agendas**

- a. Fairmont Park Phase I Improvement Project – (TBD) Charette June 3, Consultants July
- b. Ohlone Greenway Master Plan Overview (TBD) for June PR meeting
- c. WCCUSD Joint Use Discussion (TBD) June meeting
- d. Parks and Recreation Facilities Master Plan (TBD) (4 public meetings ; 5 stake holder group meetings, 2 visits to this Commission)

### **11. Meeting Adjournment – 8:58pm**