



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION
APPROVED MEETING MINUTES

Wednesday, January 24, 2018
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 – Ben Chuaqui, Manish Doshi, Norman La Force, Tara McIntire, David Zuckermann.
Absent: Chair Glen Lubcke and Robin Mitchell

2. **Commission / Staff Communications / Announcements**

Commissioner Doshi announce that tomorrow night, Thursday, January 25, 2018 is the El Cerrito High School boys' soccer team Seniors Night. Please support the team by coming to the game at 6:00pm.

3. **Oral Communications from the Public**
None.

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

Councilmember Ableson reported on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council at the December 19, 2017, January 4 and January 16, 2018 meetings. There was discussion about the new older adult center at Hanna Gardens and portables.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from April 26, 2017
Exhibit 2: Meeting Minutes from November 29, 2017
Approval of the April 26, 2017 Regular Meeting and November 29, 2017 Special Meeting of the Park and Recreation Commission Meeting Minutes.

Action: Moved, seconded (La Force/Zuckermann) and carried unanimously.

6. **Park and Recreation Commission 2017-18 Goal Setting and Work Plan Formulation**

Commission brainstorming, discussion, and action to adopt the Parks and Recreation Commission's Work Plan for 2017-18.

1. Commissioner Doshi would like the priority ranking for the goal/objective to "improve relationship between City of El Cerrito and WCCUSD with the goal of improving transparency and reciprocity"

an immediate priority because the WCCUSD Superintendent will be at the City Council meeting on February 6, 2018. There was debate as to whether this was the correct forum for the Commission to be involved in and whether the upcoming meeting was reason to increase a priority of the goal. Staff provided further clarification about the Commission's Work Plan. The Commission decided to blend some of the themes and topics of importance from last meeting into their Work Plan. There was further discussion about ongoing City projects and the Commission receiving updates on such projects.

The Commission discussed and agreed to add the following broader topics to the Work Plan:

- Pursue and investigate potential revenue sources that support Parks and Recreation Facilities
- Environmental Education and Programming.
- Open Space Management- including (but not limited to) vegetation, fuels management, green infrastructure, creeks and streams.
- Usage- including (but not limited to) field use, dog park(s), homelessness in parks, drone policy, and the swim center.
- Facilities Infrastructure/Maintenance Management- including (but not limited to) waste management, recycling, swim center, and fields.

The discussion then moved forward *Item 7* on the agenda to give the Commission further context to aid the structure of the Work Plan. The Commission reviewed the rest of the Work Plan and did not have further comments or additions to the Work Plan.

Action to adopt the Parks and Recreation Commission's Work Plan for 2017-18: Moved, seconded (La Force/Zuckermann) and carried unanimously.

7. **Parks and Recreation Facilities Master Plan Update:** Christopher Jones, Recreation Director
Review of work to date on the El Cerrito Parks and Recreation Facilities Master Plan.

Jones, Recreation Director, went over the presentation given at the second public meeting of the Parks and Recreation Facilities Master Plan which included information and findings from the Parks and Recreation Facilities Master Plan:

- Survey
- First public meeting
- Stakeholder meetings

8. **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 including:

- Ohlone Greenway Wayfinding Improvements: construction has begun with March 2018 anticipated completion
- Swim Center Capital Improvements (Budget 16-18 \$620,000): City negotiated with sole bidder after original submittal was deemed non-responsive. Documentation was corrected, and Swim Center closed on January and work began.
- Ohlone Greenway BART Station Area Access, Safety & Placemaking Improvement Projects (Budget 16-18 \$4,202,867): Construction contract approved on 11/21/17. Pre-construction meetings under way. Project will improve and widen mixed use paths near the BART stations, upgrade and expand existing crosswalks to create high visibility pedestrian zones, and enhance landscaping, lighting, seating and other amenities.

- Canyon Trail Clubhouse Rehabilitation: Higher cost for Swim Center Project meant this project cannot be funded this fiscal year.

9. Recreation Department Update

Update on items of interest in the Recreation Department

Sarah DiBenedetto, Recreation Management Analyst, gave an update on items of interest in the Recreation Department including the recent past success of the Annual Pancake Breakfast, Holiday Camp, Master Plan Public Meeting #2 and the 2018 Summer Camp rECguide. DiBenedetto also announced the upcoming Recreation Department special events- the Crab Feed (1/27/2018), Family Sweetheart Dance (2/3/2018), and rECexpo Summer Camp Showcase (2/10/2018). There will be AARP Tax-Aide Income Tax Preparation, February 1- April 12, 2018 (Monday/Wednesday/Thursday) where trained volunteers will be available to help low and moderate-income seniors with their State and Federal form. The City of El Cerrito Recreation Department is opening a brand new older adult center and is looking to offer new and exciting classes for our aging community to enjoy. We are searching for instructors for older adult classes in fitness, sports, art, dance and more! An instructor can be anyone who has a hobby or talent and would like to share with others. Anyone interested should contact Mark Deleon at the Open House Senior Center.

10. Items for Future Agendas

- a. Ohlone Greenway Master Plan Overview (TBD)
- b. Parks and Recreation Facilities Master Plan (On Going)
- c. Drone Policy Presentation by Commissioner McIntire (TBD)

11. Meeting Adjournment: 8:48pm