MINUTES
REGULAR MEETING OF THE PARK AND RECREATION COMMISSION

Wednesday, October 28, 2020 at 7:00 p.m.

VIA TELECONFERENCE
https://elcerrito.webex.com/elcerrito/onstage/g.php?MTID=e03c72de35bcc4658a50b3584293bac95

Event ID: 146 446 2367
Event Password: ZPpQmfDA336
or
Join by Phone: 1-408-418-9388
Access code: 146 446 2367

Pursuant to Executive Orders N-25-20 and N-29-20, and in Response to the COVID-19 Pandemic Teleconference Restrictions of the Brown Act Have Been Suspended, as well as the requirement to provide a physical location for members of the public to participate in the meeting.

Members of the public can watch or listen to Park and Recreation meeting via WebEx using the meeting information listed above.

Public comments may be submitted one of two ways:

1. Via WebEx using the meeting instructions included above. Each period for public comment will be announced, and attendees may use the “Raise Hand” feature to request to speak.

   **Please note** - If a member of the public can join via phone only, a request to speak must be submitted via email to cjones@ci.elcerrito.ca.us. The request must contain in the subject line Request to speak – Agenda Item # and must include a name and the full phone number that will be used to call in.

2. Via email to cjones@ci.elcerrito.ca.us. Email must contain in the subject line public comments – not on the agenda or public comments – agenda item #.

To ensure that the Park and Recreation Commission receives your written comments prior to taking action, they must be received by 4:00 p.m. the day of the meeting. All written comments received by this deadline will be provided to the Park and Recreation Commission and posted online in advance of the meeting.

Written comments received after the deadline will be provided to the Park and Recreation Commission and included with supplemental materials after the meeting. No written comments will be read into the record.

7:00 p.m. CONVENE REGULAR MEETING

1. ROLL CALL – Present: Chair Tara McIntire; Vice-Chair Ben Chuaqui; Members, Avis Codron, Art Machado, David Zuckermann
   Absent: Member Norman La Force
2. COMMISSION/STAFF COMMUNICATIONS AND ANNOUNCEMENTS
Chair McIntire shared that she has enjoyed watching people sit on the new benches in the Hillside Natural Area and watch their interactions.

Chris Jones, Recreation Department Director, announced the new Swim Reservation process and informed the Commissioners that the State Audit of the City of El Cerrito is in progress.

4. COUNCIL/STAFF LIAISON ANNOUNCEMENTS AND REPORTS
None

5. APPROVAL OF MINUTES
Moved/Seconded: Member Zuckermann/Vice-Chair Chuaqui. Pass a motion to approve the minutes of the Park and Recreation Commission meeting on September 23, 2020 with the correction of Member Zuckermann’s name in Item 7.
Ayes: Chair Tara McIntire; Vice-Chair Ben Chuaqui; Members, Avis Codron, Art Machado, David Zuckermann
Noes: None
Abstain: None

6. REVIEW AND DISCUSSION OF CITY’S FISCAL YEAR 2020-21 AMENDED BUDGET
Presentation received and brief discussion on the Recreation Department’s Budget. Item was continued to December 2, 2020 regular meeting.

3. ORAL COMMUNICATIONS FROM THE PUBLIC (Item Heard Out of Order)
Robert Hrubes, member of the El Cerrito Urban Forest Committee (UFC), told the Commission that the UFC was trying to send at least one of their members to each of the Park and Recreation Commission Meetings.

Chair McIntire raised the possibility of having future agenda items where areas in common with the UFC could be discussed with UFC members.

7. REVIEW AND DISCUSSION OF PARKS AND RECREATION RELATED PROJECTS
Presentation received on Fiscal Year 2021 Capital Improvement Program (CIP) projects related to parks and recreation facilities. Projects discussed include the Hillside Natural Area Improvements, Hillside Natural Area Signage Improvements, Ohlone Greenway Improvements – Hill Street/Safeway Side Path, Parks and Recreation Facilities Master Plan Immediate Work Priority (IWP) projects, and Swim Center Capital Enhancements.

8. RECREATION DEPARTMENT UPDATE
Recreation Director Chris Jones reported on upcoming programs including the beginning of Session 2 Fall childcare and youth programs, virtual programs, Swim Reservations, Easy Ride Paratransit, Senior Zoom Workshops, and the Volunteer Program.
Commissioner Machado asked about the use of Canyon Trail Field by Prospect Sierra. Director Jones explained that Prospect Sierra is returning to in person instruction and the gates will again be locked during the school day as per the deed restricted entered into by the City when that property was transferred from the School District to the City.

Chair McIntire asked about potential penalties for swimmers who do not show up to their reservation. Director Jones stated that staff is monitoring reservations and will reach out to anyone not showing up for multiple reservations to try and make sure they know how to cancel reservations. Staff does not want to be punitive and would only impose penalties, such as not being able to register during the initial sign-up period, as a last resort.

Vice-Chair Chuaqui inquired about the work going on at the Hana Gardens Senior Center. Director Jones said that there had been some sewage back-ups which required the removal of affected sheetrock and other materials.

9. ITEMS FOR FUTURE AGENDAS
   - Next Regular Meeting: Wednesday, December 2, 2020 at 7 p.m.
   - Parks and Recreation Facilities Capital Improvement Program (CIP) projects for Fiscal Year 2020-21
   - Continue Recreation Department Budget Discussion
   - Regular Meeting Calendar for 2021
   - Overview of Operational Changes due to Pandemic: Lessons Learned, Silver Linings - TBD
   - Other-Power Driven Mobility Devices (OPDMD) Policy – TBD

10. ADJOURNMENT 8:17 p.m.

Tara McIntire, Chair

This is to certify that the foregoing is a true and correct copy of the minutes of the regular Park and Recreation Commission meeting of October 28, 2020 as approved by the Park and Recreation Commission.

Christopher Jones, Staff Liaison