



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION

Wednesday, October 24, 2012
7:00p.m.

**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 Management Assistant 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
 - a. Chair - Manish Doshi, Leslie Goldstein, Seth Kaplan, Steve Lipson, Robin Mitchell, Margo Takemiya.
2. Commission / Staff Communications / Announcements
3. Oral Communications From The Public
4. Council Liaison Report: Councilmember Rebecca Benassini
5. Approval of Minutes: (Action: Approve) Exhibit 1: Meeting Minutes from July 25, 2012
6. Update on West Contra Costa Unified School District Facilities Projects and Agreements in El Cerrito: Andrew Mixer, WCCUSD Bond Program Project Manager
7. Update on Ohlone Greenway and Urban Greening Plan: Christopher Jones, Recreation Director
8. Public Works Update: Bill Driscoll, Maintenance Superintendent
 - a. Huber Park Storm Preparation Work
 - b. Field Projects
 - c. Tennis Court Renovations
9. Informational Item: Maddy Act Local Appointment List (Attachments)
10. Staff Update
11. Items For Next Agenda
12. Meeting Adjournment

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*



REGULAR MEETING OF THE
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Wednesday, July 25, 2012
7:00p.m.

**El Cerrito City Hall
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10890 San Pablo Ave., El Cerrito**

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1. Roll Call

- a. Chair - Manish Doshi, Leslie Goldstein, Seth Kaplan, Steve Lipson, Robin Mitchell, Margo Takemiya, Manish Doshi (late)
Commissioners absent: Leslie Goldstein
- b. Staff Present: Christopher Jones, Recreation Director; Lori Teachout, Management Assistant

The meeting was called to order by Vice Chair Lipson at 7:13 pm.

2. Commission / Staff Communications / Announcements:

Jones announced that the chainlink fence at Canyon Trail has been removed and re-installed in Casa Cerrito's backyard.

3. Oral Communications From The Public: None

4. Council Liaison Report: Councilmember Rebecca Benassini

- a. Councilmember Benassini reported that at the July 17, 2012 Council meeting, the City Council decided to challenge the State's demand that the City turn over \$1.7 million in what was redevelopment funds. The City Council decided to challenge this based on its belief that it is unconstitutional.
- b. There was a discussion about the City's fire abatement. Properties with overgrown vegetation and rubbish may be noticed and billed for clearing the property if they do not take care of it themselves. The City Council passed the budget July 1, 2012. The fire and police departments gave up their 2% pay increase. Management agreed to pay more into PERS.
- c. Council is nearing an agreement with the West Contra Costa School District to fund officers on campus.

Chair Doshi arrived at 7:20 pm.

5. Approval of Minutes: (Action: Approve) Exhibit 1: Meeting Minutes from May 25, 2012
Commissioner Lipson moved that the minutes be approved. Commissioner Takemiya seconded the motion, which was approved unanimously.

6. Discussion and Presentation of the *National Citizen Survey*: Suzanne Iarla, Community Outreach Specialist

Iarla gave background on the *National Citizen Survey* Conducted for the City this spring. Chair Doshi asked how the City will use this information. Iarla explained this information will be used for future planning. She explained that the demographic information from those who participated in the survey matched El Cerrito's demographic. Researchers randomly selected 1200 households. There were 362 responses.

7. Discussion and Presentation of City's *Strategic Plan*: Suzanne Iarla, Community Outreach Specialist

Iarla explained that the Strategic Plan will be community focus groups and on-line surveys. Discussion followed about short and long term goals and the General Plan. Councilmember Benassini announced that the City is close to completing a San Pablo Avenue plan, which has been coordinated with adjacent cities, Richmond and Albany to give the avenue a cohesive look. Specifics are available on-line.

8. Update on West Contra Costa Unified School District Facilities Agreement: Christopher Jones, Recreation Director

Jones explained that he had a positive meeting meeting with Keith Holstander from the West Contra Costa Unified School district. There had been concern of neighbors at El Cerrito High School that when Bill Savidge left, communication would stop. Ballfield and field plans are expected to be approved by the State architect soon. Some of the highlights of the discussion were:

- a. The School District authorized the school architect to work with Melanie Mintz, Environmental Manager.
- b. The high school field and tennis courts can be used by outside groups, similar to the previous arrangement before the renovation. School activities would have priority.
- c. There is a proposal of a joint use committee. The normal process will still be in place. The principal will approve permits before they are issued. Chair Doshi reported having requested permits four months ago, and he has not yet received approval.
- d. The District will do their best to keep their playgrounds open for the weekends.

Chair Doshi asked for a meeting with user groups to meet about the graded Portola site

9. Public Works Update: Bill Driscoll, Maintenance Superintendent

Chair Doshi asked to meet with Bill Driscoll, Maintenance Superintendent about the Fairmont and Castro fields.

10. Staff Update: Christopher Jones, Recreation Director

- a. Jones announced that *Parents Press* named El Cerrito's Fourth of July Fair the best festival. Other "bests" were the City's swim lessons and Spring Break Camp. The sales were up from last year. Next year there will be an attempt to quantify attendance at the Fourth of July to attract more sponsors.
- b. Councilmember Benassini asked for a cost break-down. Jones stated that the entertainment was about \$20,000 and the staffing, \$5,000.

11. Items For Next Agenda

- a. Re-scheduling for September meeting, which falls on Yom Kippur. August meeting cancelled.
- b. Huber Park update.
- c. Update on Ohlone Greenway
- d. Update on WCCUSD Facility Use Agreement and Permitting process

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CITY OF EL CERRITO

MEDIA RELEASE

10890 San Pablo Avenue, El Cerrito, CA 94530

Contact: Cheryl Morse, City Clerk, (510) 215-4305, cmorse@ci.el-cerrito.ca.us



**APPLICATIONS SOUGHT FOR EL CERRITO'S BOARDS, COMMISSIONS
AND COMMITTEES**

**ARTS & CULTURE COMMISSION
COMMITTEE ON AGING
CRIME PREVENTION COMMITTEE
DESIGN REVIEW BOARD
ECONOMIC DEVELOPMENT BOARD
ENVIRONMENTAL QUALITY COMMITTEE
FINANCIAL ADVISORY BOARD
HUMAN RELATIONS COMMISSION
PARKS AND RECREATION COMMISSION
PLANNING COMMISSION
TREE COMMITTEE
CONTRA COSTA LIBRARY COMMISSION
WCC CITIZENS BOND OVERSIGHT COMMITTEE – Primary and Alternate**

El Cerrito, California (Friday, October 19, 2012) – The El Cerrito City Council is seeking applicants interested in serving on its Boards, Commissions and Committees. The City has 13 boards, commissions and committees on which approximately 80 residents serve as members. If you are interested in serving on a Board, Commission or Committee, please submit an application to the City Clerk, 10890 San Pablo Avenue, El Cerrito, CA 94530. Vacancy information and application forms may be obtained by contacting the City Clerk at 215-4305 or by downloading the application form from the City's website at <http://www.el-cerrito.org>.

Members of Boards, Commissions and Committees provide an invaluable service to our community. It is an excellent way to participate in the functioning of local government and to make a personal contribution to the improvement of our community.

The deadline for receipt of applications is Monday, 12/10/12 by 12:00 p.m. Brief interviews are expected to be scheduled with the City Council in December and January. Please consider submitting an application now! For additional information please contact Cheryl Morse, City Clerk at 215-4305 or email cmorse@ci.el-cerrito.ca.us.



MADDY ACT LOCAL APPOINTMENTS LIST

NOTICE TO THE RESIDENTS OF THE CITY OF EL CERRITO: In compliance with the requirements of the Maddy Act, Government Code §54970, please find below, a listing of all current board and commission members whose terms will expire on January 1, 2013. This list was posted on or before December 31, 2012 at El Cerrito City Hall, 10890 San Pablo Avenue, the El Cerrito Library, 6510 Stockton Avenue and the El Cerrito Community Center, 7007 Moeser Lane. The City Council invites all residents interested in serving on a Board, Commission or Committee to apply. An application may be downloaded from the City's website at www.el-cerrito.org or obtained from the City Clerk, 215-4305. The **DEADLINE** for receipt of applications is **Monday, 12/10/12 by 12:00 p.m.** in the City Clerk's office. Please note that the City Council conducts open recruitment year round should any unexpected vacancies occur and any applications received after the deadline will be kept on file for this purpose. **Please consider submitting an application now!**

ARTS & CULTURE COMMISSION

Meets the 3rd Wednesday at 7:00 p.m. at City Hall. Staff Liaison: Suzanne Iarla, 215-4318, siarla@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. Members shall demonstrate a commitment to various arts disciplines, including but not limited to: fine arts, performing arts, literary arts, art history and arts education.

Committee Member	Date Appointed	Term Expiration
Existing Vacancy		1/1/2013
Heidi Rand	3/20/12	1/1/2013
Cristin Sethi	11/1/12	1/1/2013
Luis Zavala	3/20/12	1/1/2013

CITIZENS STREET OVERSIGHT COMMITTEE

Meets 4th Monday of September, 2nd Monday of November and 4th Monday of January at 7:00 p.m. at City Hall. Staff Liaison: Jerry Bradshaw, 215-4368, jbradshaw@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **No scheduled vacancies in 2013.**

CIVIL SERVICE COMMISSION

Meets on-call at 7:00 p.m. at City Hall. Qualifications: Resident of El Cerrito. Staff Liaison: Sukari Beshears, 215-4304, sbeshears@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. **No scheduled vacancies in 2013.**

COMMITTEE ON AGING

Meets the 3rd Wednesday at 3:00 p.m. at City Hall. Staff Liaison: Janet Bilbas, 559-7677, jbilbas@ci.el-cerrito.ca.us. Qualifications: El Cerrito Resident. **Four Vacancies Exist – All residents are encouraged to apply. Appointments to the Committee are made by the City Council upon recommendation of the Committee.**

CITY OF EL CERRITO – MADDY ACT LOCAL APPOINTMENTS LIST

CRIME PREVENTION COMMITTEE

Meets the 2nd Wednesday at 7:00 p.m. at City Hall. Staff Liaison: Scott Cliatt, 215-4418, scliatt@ci.el-cerrito.ca.us. Qualifications: El Cerrito Resident and successful completion of a criminal records background check. **Eleven Vacancies Exist – All residents are encouraged to apply. Appointments to the Committee are made by the City Council upon recommendation of the Committee.**

DESIGN REVIEW BOARD

Meets the 1st Wednesday at 7:30 p.m. at City Hall. Staff Liaison: Noel Ibalio, 215-4330, nibalio@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. At least three members shall be members of the design profession.

Board Member	Date Appointed	Term Expiration
Radziah Loh	1/1/2009	1/1/2013

ECONOMIC DEVELOPMENT BOARD

Meets Quarterly at City Hall at 6:30 p.m. Staff Liaison: Dwayne Dalman, 215-4362, ddalman@ci.el-cerrito.ca.us. Qualifications: Members shall be either residents of the city or own or operate businesses in the city. Owners or operators of a business in the city do not have to be city residents.

Board Member	Date Appointed	Term Expiration
Chamber Appointee	1/1/2012	1/1/2013
Carla Hansen	3/20/2012	1/1/2013

ENVIRONMENTAL QUALITY COMMITTEE

Meets 2nd Tuesday at 7:00 p.m. at City Hall. Staff Liaison: Garth Schultz, 559-7684, gscultz@ci.el-cerrito.ca.us. Qualifications: El Cerrito resident or business member. Knowledge of, interest in, and/or involvement in issues affecting environmental quality desired. **Four vacancies exist – All residents and representatives of local businesses are encouraged to apply. Appointments to the Committee are made by the City Council upon recommendation of the Committee.**

FINANCIAL ADVISORY BOARD

Meets 2nd Tuesday at 7:00 at City Hall. Staff Liaison: Mary Dodge, 215-4312, mdodge@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito. Members shall have demonstrated expertise in financial management, accounting, fiscal analysis, computer applications, economic analysis or related skills.

Board Member	Date Appointed	Term Expiration
Rich Bartke	1/1/2009	1/1/2013
Brad Caftel	3/4/2002	1/1/2013
Hale Kronenberg	5/4/2009	1/1/2013
Bruce Yow	8/13/12	1/1/2013

CITY OF EL CERRITO – MADDY ACT LOCAL APPOINTMENTS LIST

HUMAN RELATIONS COMMISSION

Meets 1st Wednesday at 7:00 p.m. at City Hall. Qualifications: Resident of El Cerrito. Staff Liaison: Sukari Beshears, 215-4304, sbeshears@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito.

Commissioner	Date Appointed	Term Expiration
Linda Jolivet	1/1/2009	1/1/2013
Existing Vacancy		1/1/2013
Existing Vacancy		1/1/2016

PARKS AND RECREATION COMMISSION

Meets the 4th Wednesday at 7:00 p.m. in Council Chambers. Staff Liaison: Chris Jones, 559-7005, cjones@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito.

Commissioner	Date Appointed	Term Expiration
Manish Doshi	1/1/2009	1/1/2013
Steve Lipson	1/1/2009	1/1/2013

PLANNING COMMISSION

Meets the 3rd Wednesday at 7:00 p.m. in Council Chambers. Staff Liaison: Jennifer Carman, 215-4330, jcarman@ci.el-cerrito.ca.us. Qualifications: Resident of El Cerrito.

Commissioner	Date Appointed	Term Expiration
Amy Coty	1/1/2009	1/1/2013
Bill Kuhlman	1/1/2009	1/1/2013

TREE COMMITTEE

Up to 15 members. Meeting date to be determined. Staff Liaison Stephen Pree, 215-4333, spree@ci.el-cerrito.ca.us Qualifications: Resident of El Cerrito. **Vacancies exist.**

LOCAL APPOINTMENTS TO REGIONAL BODIES

CONTRA COSTA LIBRARY COMMISSION

Meets bi-monthly on the 4th Thursday at 7:00 p.m. at the Library Administration Conference Room in Pleasant Hill. One primary and one alternate are appointed by the City Council as representatives from the City of El Cerrito. Qualifications: Resident of El Cerrito.

Commissioner	Date Appointed	Term Expiration
Steven Poulos [Primary]	7/7/2009	6/30/2013
Tom Panas	1/1/2009	1/1/2013

CCC TRANSPORTATION AUTHORITY CITIZENS ADVISORY COMMITTEE

Meets 4th Wednesday at 6:30 p.m. in Pleasant Hill. One person is appointed by the City Council as a representative from the City of El Cerrito. Qualifications: Resident of El Cerrito. **No scheduled vacancies until 2015.**

CITY OF EL CERRITO – MADDY ACT LOCAL APPOINTMENTS LIST

CCC MOSQUITO AND VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

Meets bi-monthly on the 2nd Monday at 7:00 p.m. in Concord. One person is appointed by the City Council as a representative from the City of El Cerrito. Qualifications: Resident of El Cerrito. **There are no scheduled vacancies until 2016.**

WEST CONTRA COSTA CITIZENS BOND OVERSIGHT COMMITTEE

Meets once per month at 1300 Potrero, Richmond. One primary and one alternate member are appointed to this 21 member WCCUSD Committee. Qualifications: Resident of El Cerrito.

Commissioner	Date Appointed	Term Expiration
Paul Gilbert-Snyder		12/13/2012
Vacancy - Alternate		

Dated: _____

Revised: N/A

Cheryl Morse, City Clerk



APPLICANT QUESTIONNAIRE FOR COMMISSIONS AND BOARDS

10890 San Pablo Avenue
El Cerrito, CA 94530

Name:	
Address:	
City/State/Zip:	
Length of residence:	At above address: In El Cerrito: In Contra Costa County:
Check one:	Own home Rent home Other
Home Phone:	
Business Phone:	
E-Mail address:	

Indicate your preference (please rank up to three choices):	
Arts and Culture Commission—meets 3 rd Wednesday each month, 7:00 p.m.	
Citizens Street Repair and Maintenance Oversight Committee—4 th Monday in Jan. & Sep., 2 nd Monday in Nov.	
Civil Service Commission—7:00 p.m., On Call	
CCC Library Commission—meets every other month @ Pleasant Hill, 7:00 p.m.	
Committee on Aging—meets 3 rd Wednesday each month, 3:00 p.m.	
Crime Prevention Committee—meets 2 nd Wednesday each month, 7:00 p.m.	
Design Review Board—meets 1 ST Wednesday each month, 7:30 p.m.	
Economic Development Board—meets quarterly, 6:30 p.m.	
Environmental Quality Committee —meets 2 nd Tuesday of each month, 7:00 p.m.	
Financial Advisory Board—meets 2 nd Tuesday of each month, 7:00 p.m.	
Human Relations Commission—meets 1 st Wednesday, 7:00 p.m.	
Park and Recreation Commission—meets 4 th Wednesday of each month, 7:00 p.m.	
Planning Commission—meets 3 rd Wednesday of each month, 7:30 p.m.	
Tree Committee—To be announced	
WCCUSD Citizens Bond Oversight Committee—4 th Wednesday of each month, 6:00pm	

<p>EMPLOYMENT (please feel free to attach a resume)</p> <p>Occupation:</p> <p>Name and address of present employer (or last, if retired):</p>
<p>REFERENCES Please list two personal or professional references, including name, address, and daytime telephone numbers:</p> <p>1.</p> <p>2.</p>

EDUCATION AND TRAINING:

REASON(S) FOR APPLYING:

EXPERIENCES AND ABILITIES Considering your previous experience and activities in business, labor, professional, social, or other organizations; indicate your most important experiences and abilities, which qualify you for the appointment:

PREVIOUS EXPERIENCE If you have had public service experience on a commission, board, or task force, please indicate the public agency and explain duties:

CONFLICT OF INTEREST: Please describe any possible personal or professional areas that may present a conflict of interest, or the appearance of conflict of interest, for serving on this board, commission or committee:

(You may attach additional sheets as necessary to respond.)

To the El Cerrito City Council:

I request that you consider my application. I am aware of the meeting schedule and feel that I will be able to devote the time necessary to perform the duties of this body. I am also aware that my name and address may be made public as an applicant for this body, and that this application is a public record, which will be held on file for subsequent vacancies. I am also aware that by law, interviews regarding my appointment, reappointment, or dismissal must be held in public and that the City Council cannot exercise any discretion in this matter. I am further aware that I may be required to file an annual Statement of Economic Interests.

Signature: _____

Date: _____

Please return to City Clerk at the above address.

MEMBERS OF BOARDS, COMMISSIONS, AND COMMITTEES SHALL NOT HOLD ANY OTHER PUBLIC OFFICE OR POSITION IN THE CITY AND SHALL, AT ALL TIMES DURING THEIR SERVICE, BE RESIDENTS WITHIN THE CITY LIMITS OF EL CERRITO (unless specifically provided for in the El Cerrito Municipal Code). THE FILING OF A FPPC FORM 700 – STATEMENT OF ECONOMIC INTERESTS IS REQUIRED FOR THE ARTS & CULTURE COMMISSION, DESIGN REVIEW BOARD, FINANCIAL ADVISORY BOARD, and PLANNING COMMISSION. A CRIMINAL RECORDS BACKGROUND CHECK IS REQUIRED PRIOR TO SERVICE ON THE CRIME PREVENTION COMMITTEE.