

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

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- 1. Roll Call
- 2. Commissioners present, Leslie Goldstein, Seth Kaplan, Steve Lipson, Rebecca Benassini, Robin Mitchell, & Margo Takemiya.

Commissioner absent: Manish Doshi

Staff Present: Christopher Jones, Recreation Director & Bill Driscoll, Maintenance Superintendent.

- Commission / Staff Communications / Announcements:
 Jones reported that a resident who was going to serve on the Park and Recreation
 Commission has declined the appointment.
- 4. Oral Communications From The Public: None
- 5. Council Liaison Report: Councilmember Rebecca Benassini

Councilmember Benassini reported that the City Council approved a contractor to install solar panels at six city sites. She also reported that the Marin Energy Authority, which competes with PG&E to provide services in the Marin County, made a presentation. She also noted that a poet from El Cerrito was featured on National Public Radio and that the Council heard an appeal of a Planning Commission decision. Finally she noted that a two year service credit window is open for City employees to retire early as a budget saving measure.

In response to a question from Commissioner Lipson, Councilmember Benassini reported that there is no resolution yet with the City's lawsuit against the State concerning redevelopment.

- 6. Approval of Minutes: (Action: Approve) Exhibit 1: Meeting Minutes from July 25, 2012 Motion to approve by Commissioner Takemiya. Second from Commissioner Kaplan. Approved unanimously.
- 7. Update on West Contra Costa Unified School District Facilities Projects and Agreements in El Cerrito: Andrew Mixer, WCCUSD Bond Program Project Manager

Andrew Mixer told the commission that a district staff meeting is scheduled for October 30, 2012 to review the agreement exhibits regarding field use. The key issue is to decide the usage of the facilities/fields between the City and the WCCUSD. Of particular interest is usage of El Cerrito High School. The projection is that all usage outside of school use would go through the City of El Cerrito. The umbrella agreement must be finalized then individual site specific agreements must be made. They hope to respond to Chris Jones in regards to the exhibits by November 2, 2012. If WCCUSD and the City come to an agreement no later than November 16, 2012 than this will be on the School Board's Agenda for their November 28, 2012 Meeting. If the 11/16/12 date is not met it will go on the agenda for December 12, 2012. There are current guidelines about usage of fields, and these guidelines would be included in the agreements.

Chris Jones reports that no draft agreement has been presented to the City from the District. The City is willing to enforce and signoff on District field use rules. Facility request forms were sent to the District for review. Chris does not anticipate that the City will be maintaining any of the synthetic turf fields and projects but would continue to maintain the fields that the City is currently responsible for.

Leslie Goldstein questioned if the height of the backstop at El Cerrito High School was still an issue. Mixer acknowledged that an agreement has been made to install netting to address the issues and he is now waiting on the contactor's proof of insurance before they can be installed.

Mixer reported that the School District intends to start construction in Late Spring on the El Cerrito High School football field, most likely in May. The project could take two football seasons to complete.

Mixer also discussed the Portola site and its demolition.

8. Update on Ohlone Greenway and Urban Greening Plan: Christopher Jones, Recreation Director

Jones provided background information about items that may come up on future agendas regarding the Ohlone Greenway and the Urban Greening Plan.

- 9. Public Works Update: Bill Driscoll, Maintenance Superintendant
 - a. Huber Park Storm Preparation Work: Clean up from rain and storm prep has gone well and has been helpful. Jerry Bradshaw and other engineers have been working on a plan for the winter until there is a permanent fix. Public Works has been getting all the parks ready for the winter.
 - b. Field Projects: Fertilization and aeration of all the fields has begun.
 - c. Tennis Court Renovations: Castro tennis courts have been completed. Canyon trail should be done by the end of the week, weather permitting. Once Canyon Trail is complete they will go to Harding for repairs.

Request was made for more garbage and recycle cans at Upper Canyon Trail. Discussion about grass that is dried out at the Canyon Trail Clubhouse. Field maintenance could take place the two weeks after soccer finishes.

10. Informational Item: Maddy Act Local Appointment List (Attachments):

This attachment lists all of the Cities boards commissions and committees and the terms coming up January 1, 2013. This information is posted everywhere that the agendas are posted, and is also online. Individual commissioners that are coming up will be contacted by the City Clerk.

11. Staff Update:

Today the first round of interviews was held for 2 supervisor positions in the Recreation Department. One position is vacant due to the retirement of Ellen Paasch at the Senior Center and another similar to Christopher Jones' past position as Recreation Supervisor. There was a panel including the Park & Rec Director of Concord, Community Services, Manager of Hercules, and Suzanne Iarla an Administrative Analyst of City of El Cerrito. 13 candidates were interviewed and there was enthusiasm about at least 5 of them. We are looking forward to moving on with this process. Cori Diaz, Childcare Supervisor and Bridget Cooney, Aquatics Supervisor will be included in the next round of interviews. Chris hopes to introduce at least one of the new supervisors at the next meeting. The second supervisor will be in charge of the fee classes, rentals, sports, and have a big role in the City's major special events. The new supervisor will also play a large role in marketing, community outreach and publicity. The City if hoping to tighten some gaps- the Recreation Dept has not added to the total head count of the department but was able to turn a coordinator position into a supervisor position and reorganize a little bit.

The Recreation Department is once again hosting the Halloween Carnival, Haunted House and Dog Costume Contest & Parade on Wednesday Oct, 31, 2012. Open 2:30-7:00pm. The Department is excited because of two high school groups that have volunteered to build and operating the haunted house: the Kiwin Group and Interact Club of El Cerrito High.

Rec Dept is continuing to look for energy savings throughout the City and the swim center will be using funds from Measure A to install LED throughout the center. The splash park will adjust the way it is operating- to pull the lifeguard from that post and still ensure public safety and liability. The City's risk management authority is working with the Rec Dept to develop a solution- and that would make the splash park open at any time the pool is open and the City will not have to staff a lifeguard in that area. A lifeguard may work that position if it is a high volume day. The City plans to install a low fence as a safety barrier and include more signage in the splash park. The splash park will be winterized.

There was a change at the Fairmont program which has a grant called the Afterschool Education and Safety Grant which funds afterschool programming both at Portola and Fairmont. The State is now interpreting that each student must enroll and stay in the program 5 days a week until 6pm period. There are some exceptions such as if a student is in an enrichment program, the parent can bring a receipt documentation of enrollment for an early release waiver. Attendance sheets are being audited by the State. The Dept has decided to offer the option to pay the regular daily rate if a parent does not want their child to attend 5 days a week to 6pm.

The Harding program is now a strictly daily fee based program. The site lost its 21st Century Federal Grant. The 5 year term ended and the District did not get approved for a new grant and lost the funding. The Harding program mirrors what is at Madera. The Harding program now has about 65 students- with the grant it operated closer to 100 students.

Casa Cerrito preschool age has been changed from 3.5 years to 3 years of age to accommodate for the wait list at the younger Teeter Tot program.

- 12. Items For Next Agenda
 - a. Update on the discussion between the City and District regarding the fields.
- 13. Rebecca Benassini added announcements: the Art's Culture Commission hosting an art party this Friday. The City is installing the first street art item. The first piece of public art will be installed on light pole in front of City hall.

Next meeting date: November 28, 2012.

14. Meeting Adjournment at 8:09pm.

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