



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION

Wednesday, June 26, 2013
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 Management Assistant at 510-559-7001. 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 - Manish Doshi, Leslie Goldstein, Gary Hill, Seth Kaplan, Steve Lipson, Robin Mitchell, Margo Takemiya.
2. **Commission / Staff Communications / Announcements** (*Informal reports on matters of general interest which are announced by the Park and Recreation Commissioners and City Staff*)
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.
4. **Council Liaison Report:** Councilmember Jan Bridges (*Report on council meetings that have occurred since the last Park and Recreation Commission Meeting and other items of general interest.*)
5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from April 24, 2013
Approve the April 24, 2013 Park and Recreation Commission meeting minutes.
6. **Consider a recommendation to the City Council to approve use of Measure WW funds for the purchase of property (APN 505-1420-148):** Melanie Mintz, Interim Community Development Director

Discussion and possible action to recommend approval by the City Council of utilizing Measure WW Funds towards to the purchase of a seven acre parcel (APN 505-1420-148).
7. **Presentation and update on recent and future improvements along the Ohlone Greenway:** Melanie Mintz, Interim Community Development Director

Receive a presentation and update on the various projects that have been occurring, are in progress, and will occur on the Ohlone Greenway. Receive background on recent grant submittal for additional improvements.

8. Status Update on City of El Cerrito/West Contra Costa Joint Facilities Use Agreement: Christopher Jones, Recreation Director

A progress report on the current status of negotiations for the City of El Cerrito/West Contra Costa Unified School Joint Facilities Use Agreement will be provided.

9. Public Works Department Update: Bill Driscoll, Maintenance Superintendant (*Update on items of interest in the Public Works Department pertaining to Parks and Recreation*)

10. Recreation Department Update: Christopher Jones, Recreation Director (*Update on items of interest in the Recreation Department pertaining to Parks and Recreation*)

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
PARK AND RECREATION COMMISSION
Proposed Meeting Minutes

Wednesday, April 24, 2013
7:00 pm

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

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1. Roll Call:
 - a. Members Present: Chair Manish Doshi, Leslie Goldstein, Gary Hill, Seth Kaplan, Steve Lipson, Robin Mitchell, Margo Takemiya.
2. Commission / Staff Communications / Announcements
 - a. Mitchell: report on Earth Day event at the Community Garden
 - b. Kaplan: report on Huber Park Earth Day cleanup
 - c. Christopher Jones: report on a verbal agreement that resolves issues surrounding the joint use agreement between the City and West Contra Costa Unified School District.
3. Oral Communications From The Public: None
4. Council Liaison Report: Councilmember Jan Bridges
 - a. April 2nd 2013, City Council: adopted a resolution for landscaping and lighting assessment, adopted a strategic plan and Adopted resolution to give MIG \$422,000 for the San Pablo Specific Plan.
 - b. April 16th 2013, City Council: heard City Budget presentations from staff. The City is reporting a \$1million projected imbalance for FY13-14. City is examining pensions, open positions, eliminating vacant positions, and cost of medical and dental benefits.
 - c. May 9, 2013 Bike to Work Day.
 - d. May 18, 2013 Stege Sanitary District's 100 year anniversary.
5. Approval of Minutes: (Action: Approve) Exhibit 1: Meeting Minutes from March 27, 2013 were approved. Motion to approve by Commissioner Goldstein. Second from Commissioner Takemiya. Approved unanimously.
6. Presentation on City's Climate Action Plan: Maria Sanders, Environmental Analyst
 - a. Climate Action plan will go to City Council on May 21, 2013. Presentation of information. Not requesting any action.

- b. City's Climate Action Plan was created in response to council commitment, public concern, threats posed by climate change, and benefits of taking action.
 - c. The purpose of the plan is to reduce GHG emissions, consistent with AB 32 scoping plan.
7. Discussion on Proposed Change of Community Center Office Hours: Christopher Jones, Recreation Director. The proposed new hours are Monday & Wednesday 8:00 AM -5:00 PM, Tuesday & Thursday 8:00 AM -6:00 PM, Every other Friday 8:00 AM-5:00 PM. Considerations for the new schedule include more consistent staffing and reduced reliance on part-time help.
 8. Review Staff Proposed 2013-14 Master Fee Schedule for Recreation Department for Recommendation to City Council: Christopher Jones, Recreation Director (Action: Approve)
 - a. Some items have a 3% increase, some are not changing, and all changes are rounded to the nearest dollar.
 - b. Amendment made by Chair Doshi to add Lower Canyon Trail to page 3 under "soccer fields."
 - c. Motion to approve increases as proposed by Commissioner Goldstein. Second from Commissioner Lipson. Approved unanimously.
 9. Public Works Update: Bill Driscoll, Maintenance Superintendent
 - a. Earth Day was a success.
 - b. Irrigation repairs continue at the El Cerrito parks.
 - c. A new contractor will repair the Cerrito Vista tennis court lights.
 10. Staff Update:
 - a. Solar Project Update: The project has been delayed due to potential utility line interference. The City is currently re-engineering and the solar roofing has been completed.
 - b. Recreation Department's first E-Newsletter was distributed in March 2013.
 11. Items For Next Agenda: None. Next meeting May 27, 2013 at 7:00PM.
 12. Meeting Adjournment: Chair Doshi at 8:23PM

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