



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION
APPROVED MEETING MINUTES

Wednesday, July 24, 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:** 7:02 p.m.
Leslie Goldstein, Gary Hill, Steve Lipson, Robin Mitchell, and Margo Takemiya are all present.
Seth Kaplan arrived at 7:08 p.m.
Manish Doshi was absent.
2. **Commission / Staff Communications / Announcements** (*Informal reports on matters of general interest which are announced by the Park and Recreation Commissioners and City Staff*)

None
3. **Oral Communications From The Public-** No speakers.
4. **Council Liaison Report:** Councilmember Jan Bridges reported on her attendance of City Council Meetings.

Bridges reported that at the July 16, 2013 City Council meeting there was a presentation from Chamberlin Associates on the old Windrush site. Chamberlin Associates talked about a middle and high school proposal for the site. Bridges reported there was a public hearing on fire hazard abatement. Bridges reported that the agreement with the Trust For Public Land for the acquisition of the Madera Hillside Property passed City Council unanimously. Bridges reported on research survey polling results on potential revenue measures to fund a new library, public safety building, and/or community building/senior center. The library polled well. Public safety polled poorest. Senior center did not achieve the two-thirds support threshold but certain aspects of it did and could potentially be incorporated into a new library. 600 people were polled.

5. **Minutes for Approval:** June 26, 2013 Park and Recreation Commission Meeting
Approve the June 26, 2013 Park and Recreation Commission meeting minutes.
Motion to Approve: Takemiya
Action: Approved

6. **Presentation on Possible Smoking Ban in City Parks:** Karen Pinkos, Assistant City Manager & Amel Alkaheli, El Cerrito High School Intern provided a presentation on a possible smoking ban in El Cerrito.

The proposed second hand smoking ordinance could potentially regulate:
Indoors (multi-unit family housing), parks & open space, City owned buildings and commercial zones.

Reasons presented for regulation: Risk to public health, environmental risk, financial drain, and safety.

Alkaheli informed commissioners that El Cerrito's Report Card (from the American Lung Association) for current restrictions is as follows:

- Outdoor restrictions: F
- Requirements for non-smoking units in multi-unit housing: F
- Local licensing and sales restrictions for retailers: F

Options for restrictions include: all areas 100% smoke-free; smoking restricted in all parks, recreation areas, and open space with designated smoking space; and smoking prohibited in some parks but not all recreation areas.

Comments and Discussions from Commissioners:

- Takemiya: question regarding multiunit housing in Richmond
- Kaplan: commented on public parks, supporting maximum restrictions, and emphasized the importance to have the ordinance in place.
- Mitchell: commented on affects of secondhand smoke & third-hand smoke
- Hill: supports the ordinance, complete ban, and commented on the environmental affects/litter.

7. **Presentation on Recreation Department Budget for Fiscal Year 2013-14:**

Christopher Jones, Recreation Director

Jones presented on the Recreation Department's Fiscal Year 2013-14 budget that was passed by the City Council in June 2013; discussion followed.

Jones provided Commissioners with the City Strategic Plan and copy of the Recreation Department operating budget.

Jones reported on the Recreation Department accomplishments in the following goal areas:

- Delivering exemplary government services
- Achieving long term financial sustainability

- Deepening a sense of place and community identity
- Ensuring the public's health and safety
- Fostering Environmental Sustainability Citywide

Jones reported on reorganization within the City departments/divisions:

- Community Development Department was reestablished
- Recycling Center is now in the Public Works Department in the Operations and Maintenance Division
- An outside contract has been eliminated for janitorial services; citywide custodial provided by Recreation crew.
- No longer have Administrative Services Department; have a Finance Department
- Human Resources has moved to the City Manager's Office

Jones also presented information on:

- Recreation Department Organization
- Operating Budget by Department
- Operating Expenditure Overview
- General Fund Revenue Projections
- General Fund Expenditures Projections
- Recreation's Impact on the General Fund: subsidy has decreased to just 1.5% of the general fund
- Recreation Budget Expenses

Discussion took place regarding the cost to heat the swim center and the installation of the new solar panels. Discussion followed around swim center hour reductions. Additional discussion about WW Funds and fundraising concerns related to the recent parcel purchase.

8. Consideration of a Special Meeting of the Parks and Recreation Commission on August 21, 2013 and cancellation of the Regularly Scheduled Meeting on August 28, 2013

Motion: Lipson moved to cancel the August 28th meeting and move it to August 21st.

Action: Approved

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

None

Next Agenda Items: Huber Park, sidewalk improvements along Moeser Lane, and a suggestion for additional signage about construction projects/ street improvements.

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

- 2013 Parents Press Awards: 11 Best of Contra Costa County
- Sunday, July 28 intersection of Key and Conlon: Second Street Play Event
- Monday, September 9, 2013 17th Annual Golf Dynamo Fundraiser

- Social Media Policy
- Off the Grid in El Cerrito

11. Items For Next Agenda: None

12. Adjourned Park and Recreation Commission Meeting at 8:12 PM

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