



REGULAR MEETING OF THE  
PARK AND RECREATION COMMISSION  
MEETING AGENDA

Wednesday, August 27, 2014  
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, Gary Hill, Seth Kaplan, Steve Lipson, Glen Lubcke, Robin Mitchell.
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/Staff Liaison Announcements and Reports**  
Staff and/or Councilmember Benassini may report on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council.
5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from July 23, 2014  
Approval of the July 23, 2014 Park and Recreation Commission meeting minutes.
6. **Park and Recreation Commission 2014-15 Work Plan Discussion and Presentation to City Council:** Chair Doshi & Sarah DiBenedetto, Management Assistant  
Discuss work plan progress and brainstorm topics for presentation by Chair Doshi to the City Council on Tuesday, October 7, 2014. The Commission will also review the preliminary results of their survey and park condition reports. Possible action to approve presentation framework and topics.

7. **Presentation and Discussion of Measure R Extension:** Garth Schultz, Maintenance + Operations Manager  
Presentation by staff about the El Cerrito Preservation of Citywide Services Funding Measure on the November 4, 2014 ballot.
8. **Recreation Department Update:** Sarah DiBenedetto, Management Assistant  
*Update on items of interest in the Recreation Department*
9. **Public Works Department Update:** Garth Schultz, Maintenance + Operations Manager  
*Update on items of interest in the Public Works Department*
10. **Items For Next Agenda**
  - a. October 2014 – Joint Meeting with the Environmental Quality Committee to review and provide comments on the development to date of the Urban Greening Plan.
11. **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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MEETING MINUTES

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1. **Roll Call:** 7:11PM Preset Chair - Manish Doshi, Seth Kaplan, Steve Lipson, and Robin Mitchell. Absent: Gary Hill and Glen Lubcke
2. **Commission / Staff Communications / Announcements** (*Informal reports on matters of general interest which are announced by the Park and Recreation Commissioners and City Staff*)

Christopher Jones gave an update on the Urban Greening Plan. There is going to be a charrette Saturday August 2, 2014 at the El Cerrito Community Center at 9:30AM. The charrette is an interactive presentation, and the public will have the opportunity to make comments, talk in small groups and provide feedback. The City is going to reveal three tiers of opportunity sites, focus areas and four pilot projects. The pilot projects are:

1. Blue (Bay Trail) Green (Paths in Wildcat Canyon) Connection
2. Fairmont Park  
(Noted that the "1" label on Fairmont Park is placed incorrectly)
3. Hillside Natural Area
4. Lower Fairmont Ave

Lispon reported that great work had been done on Upper Canyon Trail by the City.

Doshi commented that Prospect Sierra and the El Cerrito Futbol Club helped fund the project. This is the best condition that field has ever been in. He asked when Cerrito Vista and Castro will be done.

Jones stated the Castro Field renovations are still in progress and Cerrito Vista field will close on August 10, 2014 for three weeks.

Doshi congratulated the Recreation Department staff on the 4<sup>th</sup> of July festivities.

3. **Oral Communications From The Public:** None
4. **Council/Staff Liaison Announcements and Reports:**

Jones reported to the Commission of the recent actions taken by the City Council at their meetings on June 2, 2014, June 9, 2014, June 17, 2014, June 23, 2014 and July 15, 2014.

It was reported that Measure R public information material will be out in the next brochure and other forms in the near future.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from May 28, 2014  
Doshi proposed that the construction start date mentioned in item #2 be changed from "01/27" to "01/27/14".

It was moved and seconded that the May 28, 2014 Park and Recreation Commission meeting minutes be approved as amended. (Lipson/Mitchell: Ayes- Commissioner Doshi; Abstention- Commissioner Kaplan; Absent- Commissioners Hill & Lubke)

6. **Park and Recreation Commission 2014-15 Work Plan Discussion and Presentation to City Council:** Chair Doshi

There was discussion of work plan progress and brainstorm topics for a possible October presentation by Chair Doshi to the City Council.

Jones gave an explanation to the Commission regarding the presentation Chair Doshi will be making to City Council regarding the Commission's Work Plan. The First October City Council meeting was decided as a possible date for the Park and Recreation Commission presentation. The plan is to take survey results and Commissioners input to Council. The Park Survey will be in the Recreation Department Fall brochure "rECguide", distributed through survey monkey and "rECnews".

Doshi suggested that the Commissioners give their own presentation at the next meeting based on their findings. Doshi requested the link of survey monkey so that it can be distributed through clubs and organizations such as the Tennis Club, Soccer clubs, El Cerrito Youth Baseball and Trailtrekkers.

Mitchell committed to sending the link to the Community Garden Network.

Jones commented that the Survey Monkey link will be on the City website and will be in August's "rECnews".

Kaplan agreed with the idea for Commissioners to continue to reviewing the parks in El Cerrito.

Lipson proposed that Commissioners go to every park and complete the survey by the August meeting.

Doshi committed to compiling the results and send to Jones ten days prior to meeting.

7. **Presentation and Discussion of Fiscal Years 2014-15 and 2015-16 Adopted Recreation Department Budget:** Christopher Jones, Recreation Director  
Jones gave a presentation on the adopted, two year budget for the Recreation Department, which was followed by discussion and questions.

Jones provided a quarterly update fiscal year 2014-15 and what was approved by City Council.

The topic areas he covered were:

- Recreation Department FY 2014-15 Budget Overview
  - Revenues by funds
  - By account category
  - By Division
- Recreation Department General Fund Support

Commissioners' Main Comments:

Mitchell asked how the General Fund support was cut by a factor of 10 in a 10 year period.

Jones answered that there are a number of factors that have attributed to the change including: 1) Childcare used to operate at a loss because the Recreation Department childcare programs did not have enrollment it has today; 2) the Recreation Department was more heavily staffed; 3) the Swim Center struggled it because was older and shut down frequently; and the Senior Center has become more efficient in operations.

Kaplan asked why there is a difference between this year and last year in the Swim Center revenue.

Jones answered that the School District paid for Portola Middle School to have PE at the Swim Center so there was increase in rental revenue.

**8. Recreation Department Update:** Christopher Jones, Recreation Director (*Update on items of interest in the Recreation Department*)

- He provided a summer time update culminating with the Fourth of July event.
- The Fourth of July Festival was successful with a redesigned layout. The day's revenues were only about \$300 less than year before (attribute to not being able to sell Aidells sausages this year). There was an estimate of 10,000 people in attendance.
- Doshi suggested asking Fourth of July Festival vendors for golf sponsorships. He thought there was a better flow with booths, and gave credit to traffic control at the Fourth of July event this year.
- The inaugural FestiFall is in the initial planning stage. The Recreation Department will no longer be organizing the Halloween and Alberrito events. FestiFall will be a community fundraiser; Saturday, October 18, 2014, 11:00am-4:00pm.
- Doshi asked about the possibility of a 3K or 5K run in El Cerrito.
- Jones: responded that the Recreation Department would need a group to help fundraise it, but would support the effort for a 3K or 5K run.

**9. Items For Next Agenda**

- a. Presentation on El Cerrito Parks

**10. Meeting Adjournment 8:16p**

## El Cerrito Park and Recreation Commission 2014-15 Work Plan

### Park and Recreation Commission El Cerrito Municipal Code Section 2.04.240

There shall be a park and recreation commission. It shall have the powers and duties stated below, and such others as the council may decide:

- A. To act in an advisory capacity to the council and the city manager on all matters pertaining to public recreation, including parks, playgrounds, landscaping within the boundaries of parks, playgrounds and recreational facilities, child care, educational courses, and entertainment;
- B. To make recommendations regarding the annual budget, within its scope of concern, to the city manager and the council;
- C. To make recommendations to the council, annually, concerning fees for city sponsored programs;
- D. To assist in planning recreation programs for the residents of the city, to promote public interest therein, and to solicit the cooperation of other public and private agencies;
- E. To make recommendations to the council regarding present and future needs for park and recreation

### 2014-15 Work Plan Goals and Areas of Interest (in no particular order)

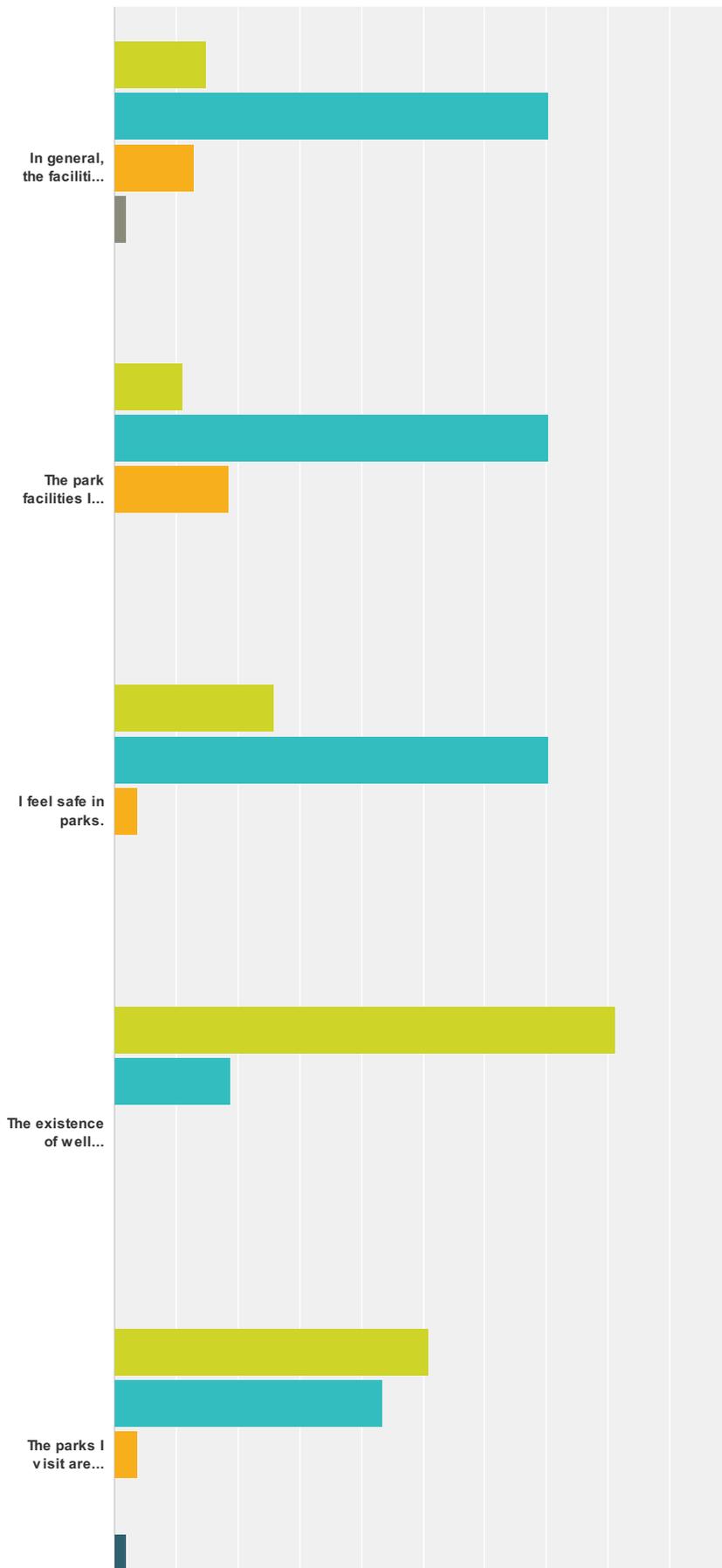
- 1. Present and Future Needs of Park Facilities and Landscaping
  - a. Commissioners visit all sites (either individually and/or) as a group during a regularly scheduled Park and Recreation Meeting, emphasizing:
    - i. Huber Park
    - ii. Motorcycle Hill/Hillside Natural Area
    - iii. Community Demonstration Garden/Fairmont Park
    - iv. Urban Greening Sites
    - v. Creeks, trails, parks, and future/potential project sites
  - b. Document park conditions and form recommendations to the City Council
- 2. More Active Involvement in Facility, Park, Creek, and Trail Planning
  - a. Trail development policies

## **El Cerrito Park and Recreation Commission 2014-15 Work Plan**

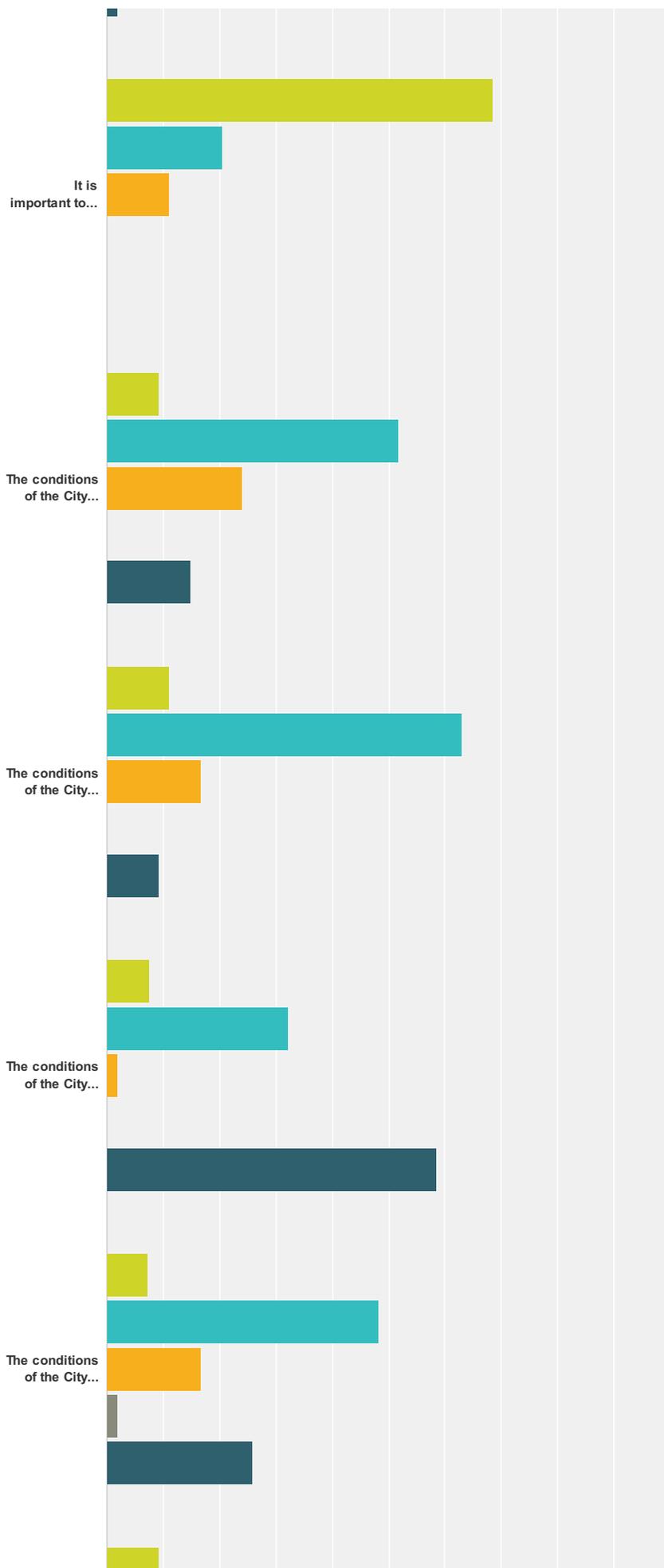
- b. Receive future presentation on status of Ohlone Greenway Master Plan and future identified and potential improvements.
  - c. Pursue comprehensive signage program throughout City for parks, trails, and fields
  - d. Help develop Hillside Natural Area Master Plan
3. Special Event Support
- a. Ohlone Greenway Fun Day
  - b. Explore new events such as a run, bike even, various sports races, etc.
    - i. Help establish volunteer group to organize events
  - c. Expand future Hillside Festival Events
  - d. Explore economic development and income building opportunities benefitting park and recreational facilities.
4. Recreation Department
- a. Receive Division Updates by Supervisors
  - b. Review budget updates semi-annually (two to 3 times per year)
5. Increase gathering of information/communication/feedback from community
- a. Develop community survey
  - b. Solicit feedback at community events
  - c. Publicize Commission Meetings in e-newsletter, other venues
6. Receive Urban Greening Plan and modify work plan accordingly

**Q2 Please check the box that most closely reflects your attitudes.**

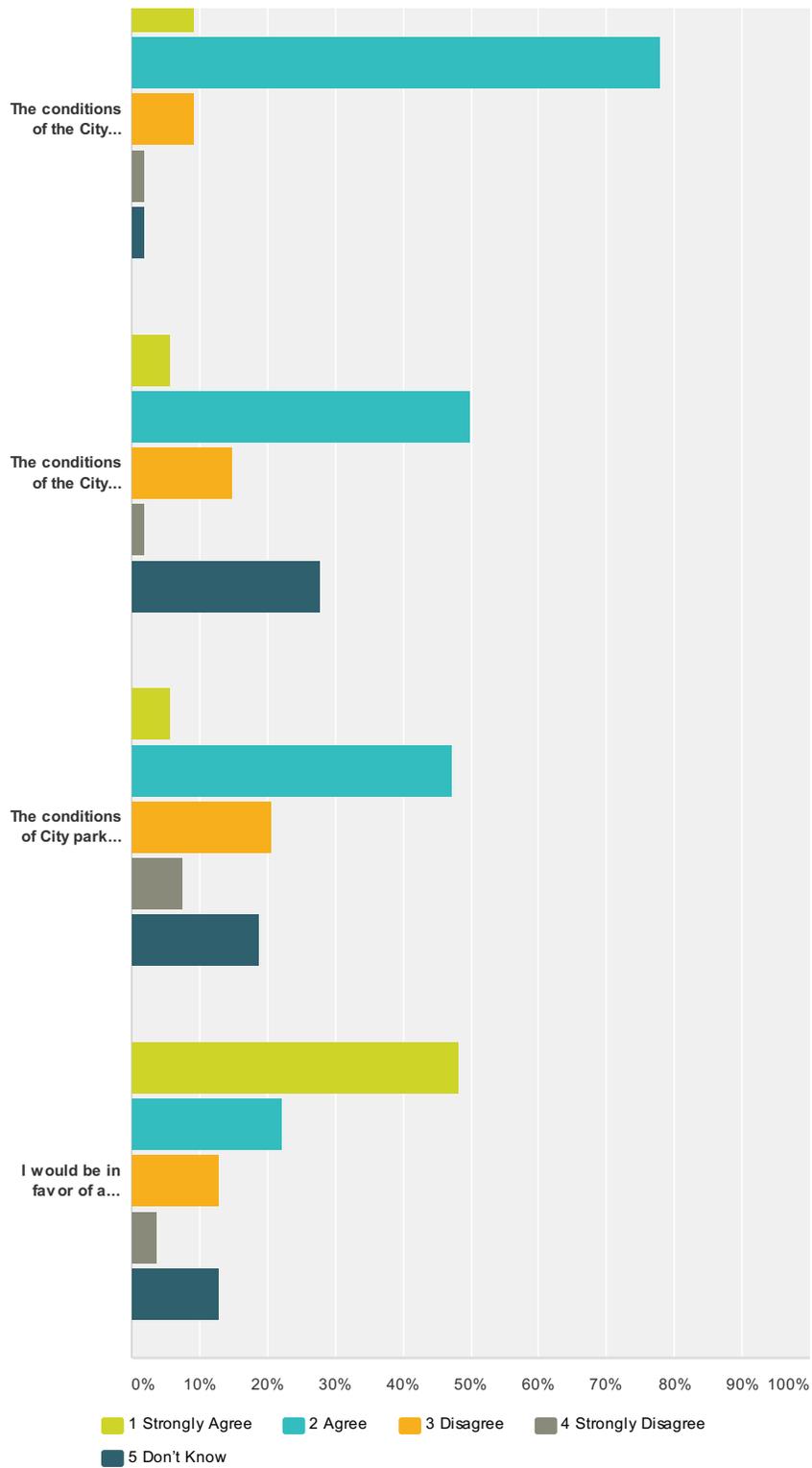
Answered: 54 Skipped: 0



# Park and Recreation Commission: Parks and Facilities Survey



# Park and Recreation Commission: Parks and Facilities Survey



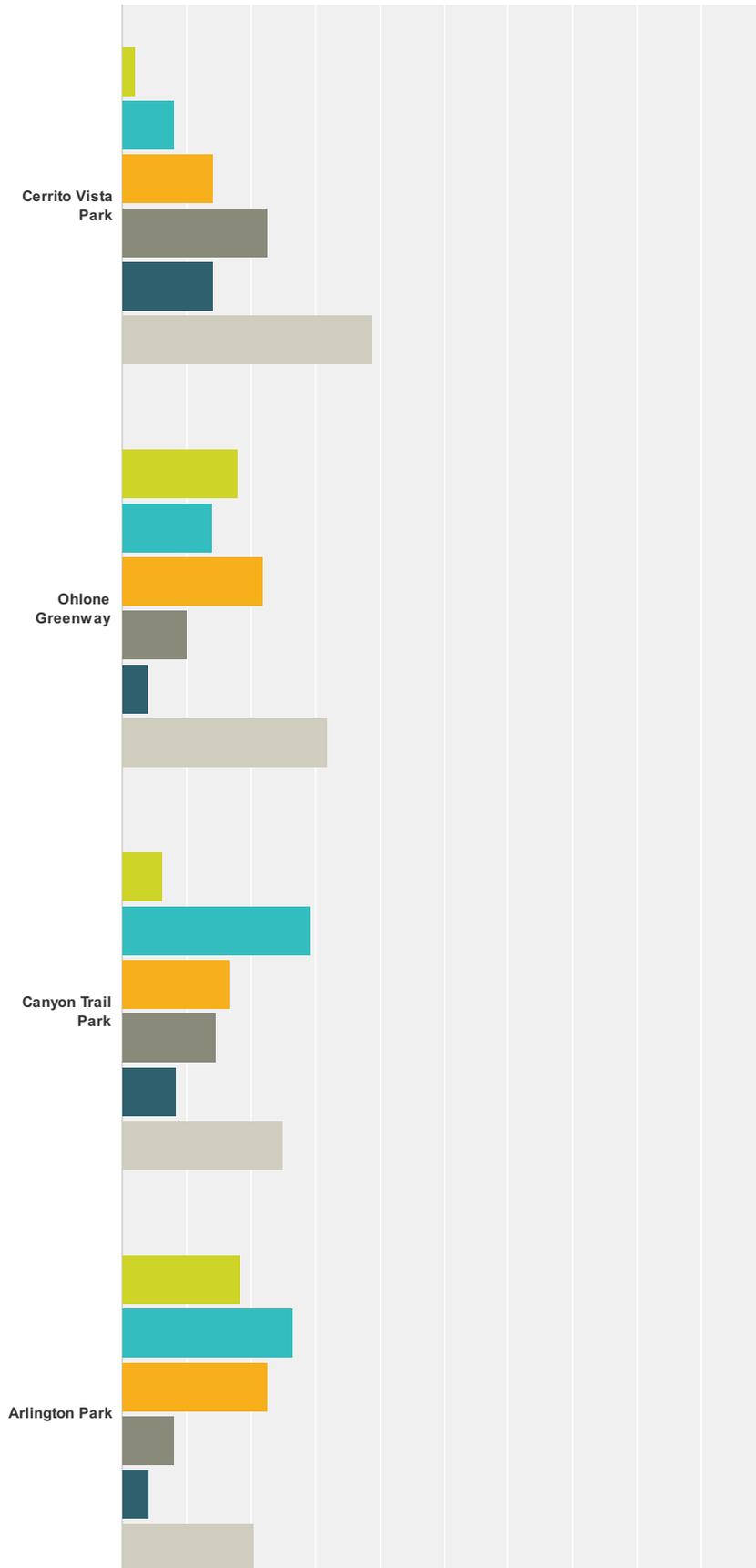
	1 Strongly Agree	2 Agree	3 Disagree	4 Strongly Disagree	5 Don't Know	Total
In general, the facilities that I have visited satisfy my needs.	14.81% 8	70.37% 38	12.96% 7	1.85% 1	0.00% 0	54
The park facilities I have visited are clean and well maintained.	11.11% 6	70.37% 38	18.52% 10	0.00% 0	0.00% 0	54
I feel safe in parks.	25.93% 14	70.37% 38	3.70% 2	0.00% 0	0.00% 0	54
The existence of well maintained parks adds to the quality of life in the community.	81.13% 43	18.87% 10	0.00% 0	0.00% 0	0.00% 0	53
The parks I visit are conveniently located.	50.94% 27	43.40% 23	3.77% 2	0.00% 0	1.89% 1	53
It is important to have a neighborhood park within walking distance of my home	68.52%	20.37%	11.11%	0.00%	0.00%	

# Park and Recreation Commission: Parks and Facilities Survey

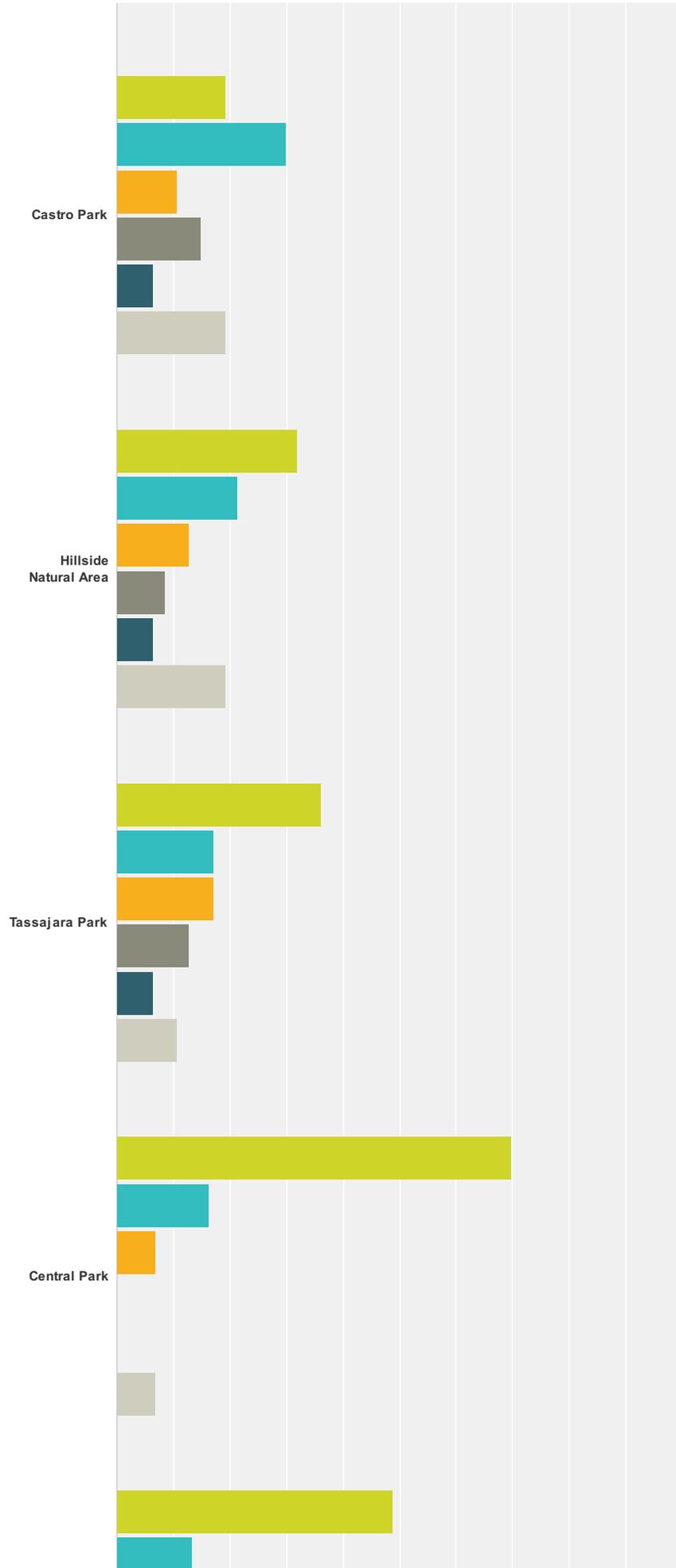
It is important to have a neighborhood park within walking distance of my home.	88.92% 37	29.97% 11	11.11% 6	0.00% 0	0.00% 0	54
The conditions of the City play fields are satisfactory.	9.26% 5	51.85% 28	24.07% 13	0.00% 0	14.81% 8	54
The conditions of the City playgrounds are satisfactory.	11.11% 6	62.96% 34	16.67% 9	0.00% 0	9.26% 5	54
The conditions of the City tennis courts are satisfactory.	7.55% 4	32.08% 17	1.89% 1	0.00% 0	58.49% 31	53
The conditions of the City trails are satisfactory.	7.41% 4	48.15% 26	16.67% 9	1.85% 1	25.93% 14	54
The conditions of the City park landscaping are satisfactory.	9.26% 5	77.78% 42	9.26% 5	1.85% 1	1.85% 1	54
The conditions of the City park clubhouses are satisfactory.	5.56% 3	50.00% 27	14.81% 8	1.85% 1	27.78% 15	54
The conditions of City park bathrooms are satisfactory.	5.66% 3	47.17% 25	20.75% 11	7.55% 4	18.87% 10	53
I would be in favor of a revenue measure to create dedicated funding for park and facility maintenance and improvements.	48.15% 26	22.22% 12	12.96% 7	3.70% 2	12.96% 7	54

**Q3 Please indicate by checking a number approximately how many times you and/or your family visited/attended the following parks in the past 12 months.**

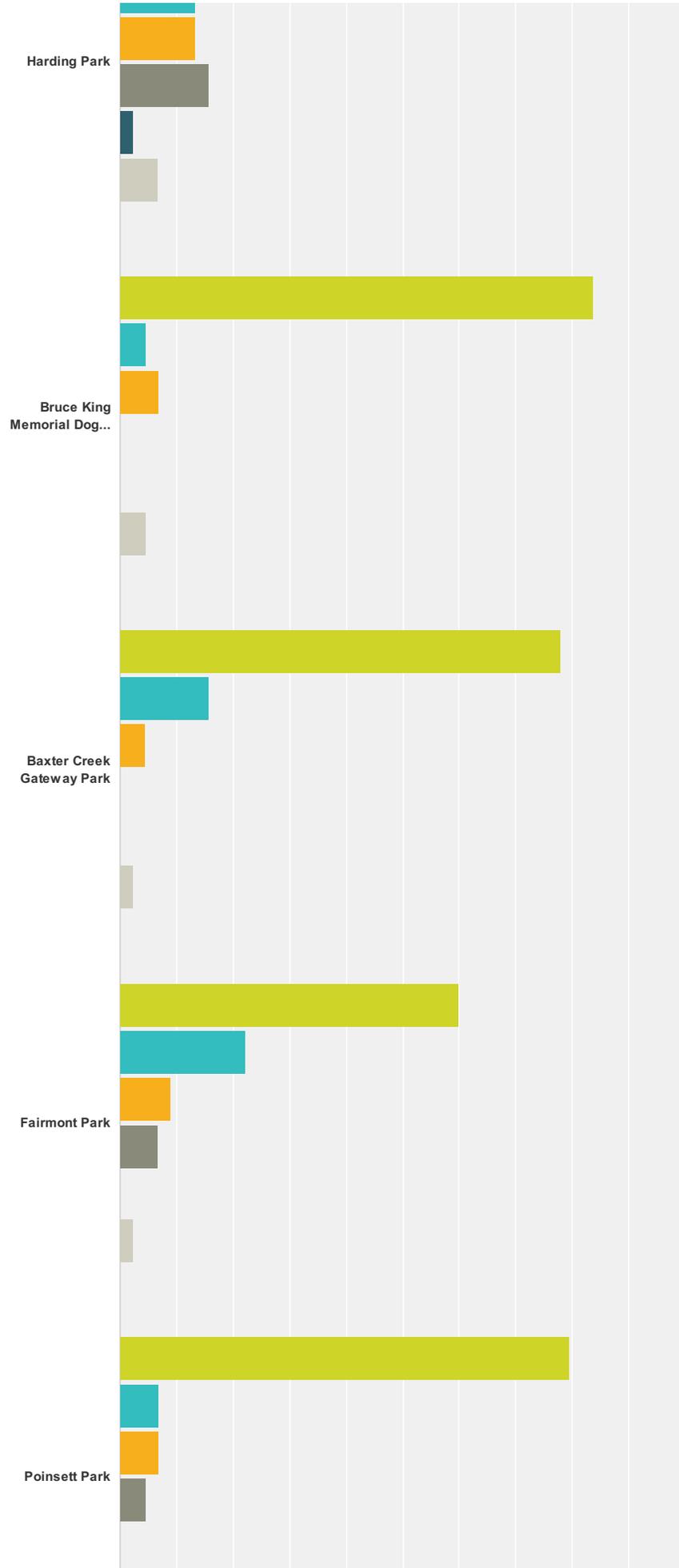
Answered: 51 Skipped: 3



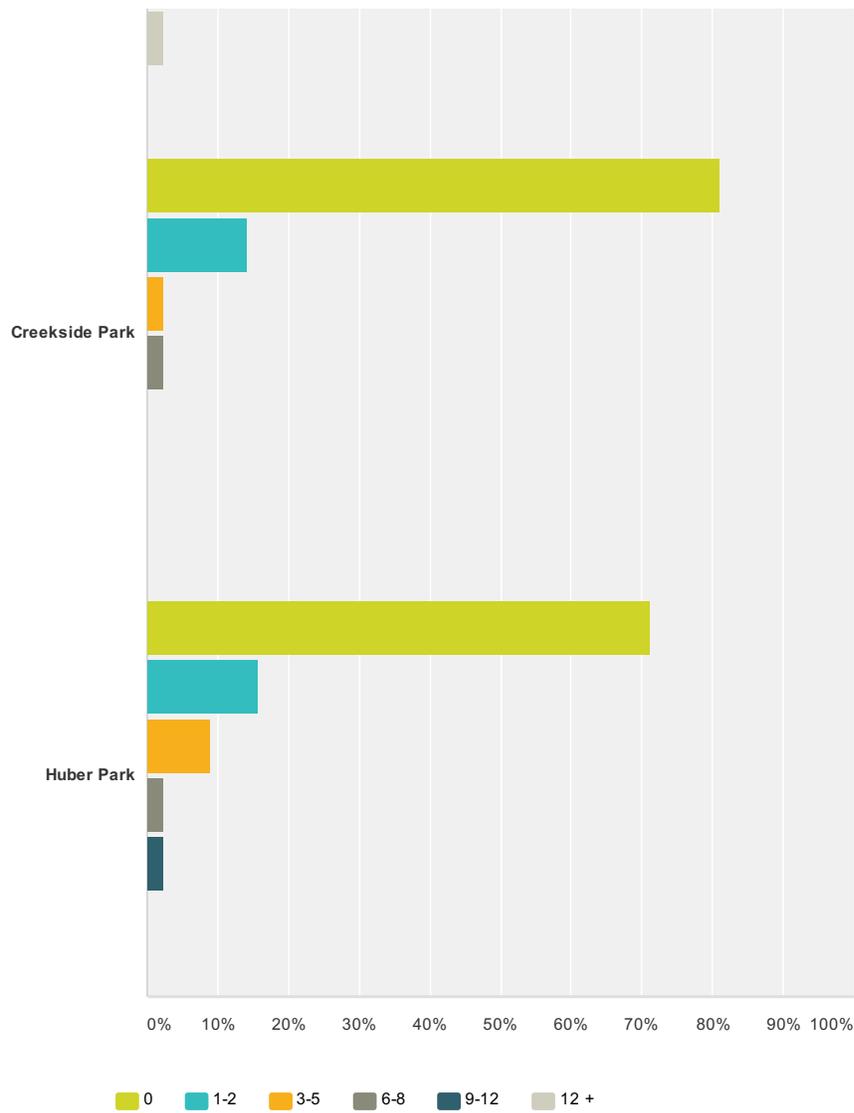
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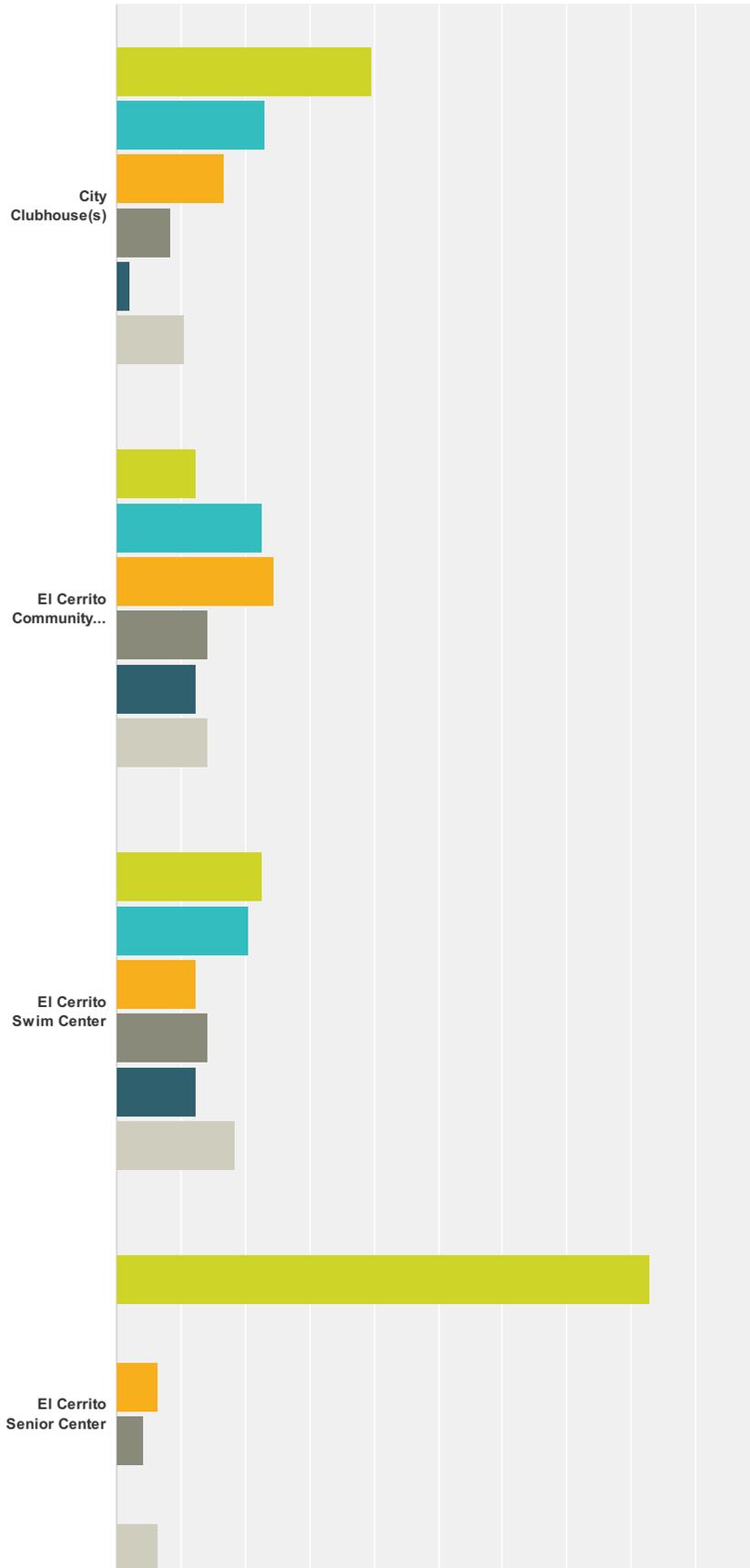
	0	1-2	3-5	6-8	9-12	12 +	Total
Cerrito Vista Park	2.04% 1	8.16% 4	14.29% 7	22.45% 11	14.29% 7	38.78% 19	49
Ohlone Greenway	18.00% 9	14.00% 7	22.00% 11	10.00% 5	4.00% 2	32.00% 16	50
Canyon Trail Park	6.25% 3	29.17% 14	16.67% 8	14.58% 7	8.33% 4	25.00% 12	48
Arlington Park	18.37% 9	26.53% 13	22.45% 11	8.16% 4	4.08% 2	20.41% 10	49
Castro Park	19.15% 9	29.79% 14	10.64% 5	14.89% 7	6.38% 3	19.15% 9	47
Hillside Natural Area	31.91% 15	21.28% 10	12.77% 6	8.51% 4	6.38% 3	19.15% 9	47
Tassajara Park	36.17% 17	17.02% 8	17.02% 8	12.77% 6	6.38% 3	10.64% 5	47
Central Park	69.77% 30	16.28% 7	6.98% 3	0.00% 0	0.00% 0	6.98% 3	43
Harding Park	48.89% 22	13.33% 6	13.33% 6	15.56% 7	2.22% 1	6.67% 3	45
Bruce King Memorial Dog Park	83.72% 36	4.65% 2	6.98% 3	0.00% 0	0.00% 0	4.65% 2	43
Baxter Creek Gateway Park	77.78% 35	15.56% 7	4.44% 2	0.00% 0	0.00% 0	2.22% 1	45
Fairmont Park	60.00% 27	22.22% 10	8.89% 4	6.67% 3	0.00% 0	2.22% 1	45

## Park and Recreation Commission: Parks and Facilities Survey

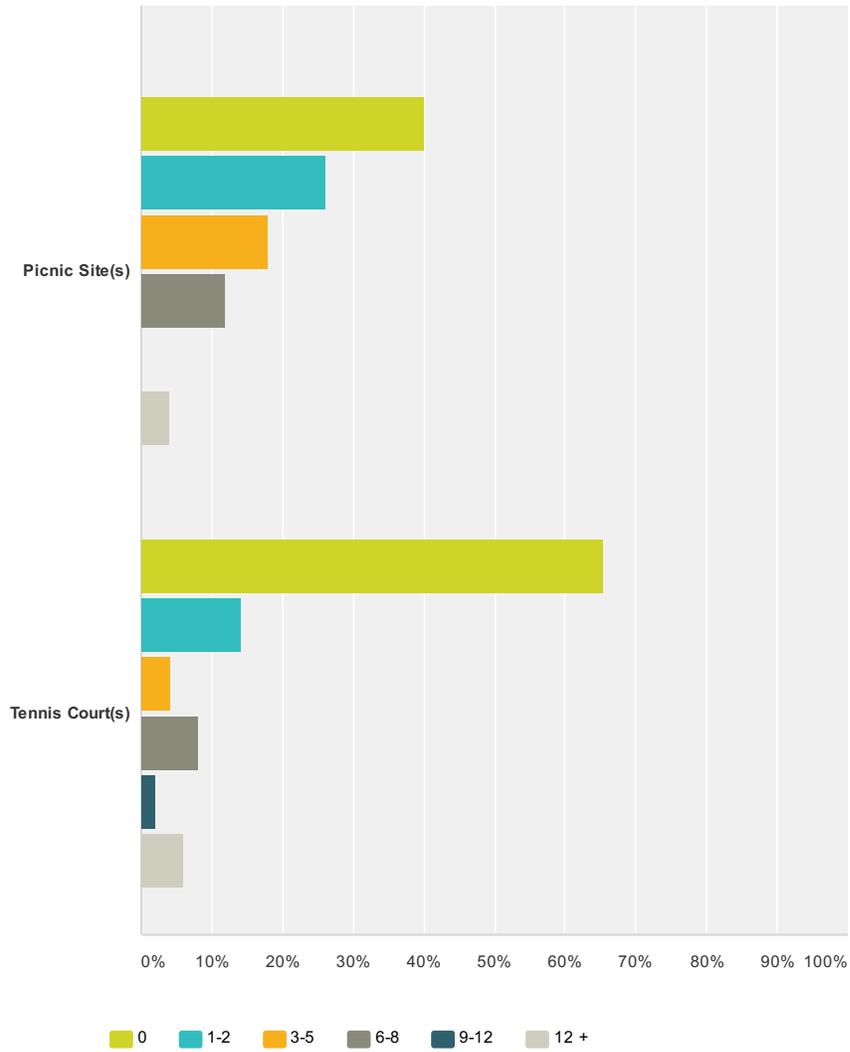
Poinsett Park	<b>79.55%</b> 35	<b>6.82%</b> 3	<b>6.82%</b> 3	<b>4.55%</b> 2	<b>0.00%</b> 0	<b>2.27%</b> 1	44
Creekside Park	<b>80.95%</b> 34	<b>14.29%</b> 6	<b>2.38%</b> 1	<b>2.38%</b> 1	<b>0.00%</b> 0	<b>0.00%</b> 0	42
Huber Park	<b>71.11%</b> 32	<b>15.56%</b> 7	<b>8.89%</b> 4	<b>2.22%</b> 1	<b>2.22%</b> 1	<b>0.00%</b> 0	45

**Q4 Please indicate by checking in a number approximately how many times you and/or your family visited/attended the following facilities in the past 12 months.**

Answered: 51 Skipped: 3



# Park and Recreation Commission: Parks and Facilities Survey



	0	1-2	3-5	6-8	9-12	12 +	Total
City Clubhouse(s)	39.58% 19	22.92% 11	16.67% 8	8.33% 4	2.08% 1	10.42% 5	48
El Cerrito Community Center	12.24% 6	22.45% 11	24.49% 12	14.29% 7	12.24% 6	14.29% 7	49
El Cerrito Swim Center	22.45% 11	20.41% 10	12.24% 6	14.29% 7	12.24% 6	18.37% 9	49
El Cerrito Senior Center	82.98% 39	0.00% 0	6.38% 3	4.26% 2	0.00% 0	6.38% 3	47
Picnic Site(s)	40.00% 20	26.00% 13	18.00% 9	12.00% 6	0.00% 0	4.00% 2	50
Tennis Court(s)	65.31% 32	14.29% 7	4.08% 2	8.16% 4	2.04% 1	6.12% 3	49

# Park and Recreation Commission: Parks and Facilities Survey

## Q5 Comments:

Answered: 17 Skipped: 37

#	Responses	Date
1	More soccer fields!	8/7/2014 8:34 AM
2	Something should be done about the Central Park's baseball field. It is horrible.	8/6/2014 6:08 PM
3	More playing fields for soccer, please! And improve the playing surfaces of existing fields!	8/3/2014 6:00 PM
4	Discouraged from playing tennis b/c of complicated reservation/payment system. Not enough baby swings (or big kid swings, for that matter) at playground. CV Park bathrooms disgusting (inadequate for amount of use). Creekside Park unusable for kids due to homeless. WHAT is Fairmont Park supposed to be?! (I even have a kid at Fairmont School and I don't know) Community Gardens should not be on public property (and I am an avid gardener). EC needs more public PLAYGROUNDS accessible to people walking w/ strollers or biking - how about improve the "sand lot" under BART adj to Central Ave for starters with a real playstructure.	8/2/2014 7:49 PM
5	Thanks for keeping the parks looking nice!	8/1/2014 10:20 PM
6	The Fairmont Clubhouse which I attend a regular ECFC Club Monthly Club meeting is always dirty and dusty. Not sure if anything can be done about this as it is an aftercare facility.	8/1/2014 10:41 AM
7	The bathrooms are sometimes not as clean as they could be at parks. The clubhouse at Arlington park sorely needs updating.	8/1/2014 9:05 AM
8	We used the parks more heavily when my child was younger. The after school programs are fabulous. We love the expansion of trails in the hillside areas. Thanks!	8/1/2014 8:35 AM
9	The weeds on Hillside Natural Area have been several feet tall at Blake and Navellier entrance for months, creating a fire hazard and increasing chance of tick encounter so I've stopped visiting a park area I had visited 5 days a week.	7/31/2014 7:01 PM
10	I hope that the city and/or city/parks can consider doing something with the "vacant lot" owned by the School District where Portola Middle was tom down. It is wasted space with a great view and the potential for both park and sports facilities to serve the community.	7/31/2014 6:30 PM
11	The only clubhouse I went to was the Castro Clubhouse for Music Together. I'm sad that they are not having classes there anymore.	7/31/2014 5:56 PM
12	We need more soccer fields in El Cerrito. It's too bad we can't grade and develop the old Portola site for that purpose - even for practice fields.	7/31/2014 12:24 PM
13	My son plays baseball and soccer on EC teams. Harding and Central were our primary parks. Central needs a decent bathroom.	7/30/2014 7:49 AM
14	We need moré Volleyball And Soccer fieles OPEN to the public.	7/29/2014 9:55 PM
15	Thank you!	7/29/2014 8:49 PM
16	We need more soccer and baseball fields! Central Park is horrible and needs to be redone or tom down.	7/29/2014 8:24 PM
17	Most facilities have few trees to walk among. Most facilities are not well maintained. Most neighborhood parks are too small to be satisfactory for walking.	7/17/2014 11:37 AM