



REGULAR MEETING OF THE  
PARK AND RECREATION COMMISSION  
APPROVED MEETING MINUTES

Wednesday, August 26, 2015  
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:** Commissioners Robin Mitchell, Ben Chuaqui, Gary Hill, Seth Kaplan, Steve Lipson, Glen Lubcke all present.  
Absent: Commissioner Manish Doshi
2. **Commission / Staff Communications / Announcements** (*Informal reports on matters of general interest which are announced by the Park and Recreation Commissioners and City Staff*)  
Hill: Music for Madera Hillside will be held on Sept 20, 2015. It is a habitat restoration and maintenance fundraiser; donations for silent auction welcomed.

Chuaqui: The Ohlone Gardens, 57 units of affordable housing opened on Portola Drive. A second affordable housing development should start construction in March for senior citizens at the old Tradeway building in El Cerrito. There is commercial space available on ground floor at this site.

Mitchell: Group of residents has formed an adopt-a-park group for the Dorothy Rosenberg Memorial Park property donated to the City.

3. **Oral Communications From The Public**  
None.
4. **Council/Staff Liaison Announcements and Reports**  
Staff and/or Councilmember Abelson may report on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council.

Commissioners were updated on action taken at the August 18, 2015 Council Meetings.

Council Member Abelson commented that the City secured \$5.7 million in Cap-and-Trade money for the affordable housing for seniors at the Tradeway property next to City Hall.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from July 22, 2015  
Approval of the July 22, 2015 Regular Meeting of the Park and Recreation Commission Meeting Minutes.

Moved, seconded (Kaplan/Lubke) and carried unanimously.

6. **Public Works Department Update:** Maria Sanders, Operations and Environmental Services Division Manager – Public Works Department  
Sanders provided an update on items of interest in the Public Works Department
- a. Noted that the drought has provided limitations on field maintenance.
    - i. The watering of turf in medians has been turned off due to new water restrictions.
    - ii. Trees are being hand watered
    - iii. Please notify Public Works of areas that look stressed
  - b. 20% water reduction goal was met in 2014.
  - c. Provided an update about Tassajara field. Public Works is rerouting and rezoning the irrigation system to make the field more safe and playable. New batting cage and benches will be installed in time for baseball season. Renovation has been delayed at Tassajara during the drought restrictions
  - d. Harding Park tennis courts are being resurfaced and benches are being refurbished.
  - e. Poinsett Park blacktop was slurry sealed and the basketball courts were restriped. Public Works Department is looking into putting in striping for a Futsal court.
  - f. Castro Park has had major renovations and the construction is substantially complete. Noted the significant progress on field construction. New fence and warning track will be installed. Noted there will be a new draining and completely renovated irrigation system. The project is behind schedule – looking to open in late October- the grass needs 60 days to establish. Neighborhood around Castro Park has been concerned. There is a tentative Neighborhood Meeting scheduled to September 22, 2015 to address issues of traffic, Korematsu Middle School opening, use of park, excreta.
    - i. Impact of delay will primarily affect soccer season and has been communicating with user groups about the delays.
    - ii. Discussed funding for Castro Park.

Jones noted that the Huber Park 90% plans were emailed to Commissioners and Melissa Tigbao of Public Works will incorporate feasible ideas submitted to her by next week. Discussion followed regarding the timeline of construction, plan components, bidding process and completion of construction at Huber Park.

7. **Park and Recreation Commission 2015-16 Goal Setting and Work Plan Formulation**

Commission continued brainstorming and discussing topics of interest and goals for the Park and Recreation Commission to accomplish in 2015-16.

Goals and Areas of Interest were discussed and defined by priority (Ongoing, Low #3, Mid #2 or High #1):

- Measure WW Funding –High Priority #1
- Measure A Funding- Ongoing

- Park Signage Program (2c)- High Priority #1
- Waste & Recycling Bins in park including dog waste- Mid Priority #2
- Participation in acquisition of the old Portola Middle School site- High Priority #1
- Recycled water situations- Mid Priority #2
- Informed and updated by the WCCUSD regarding field/facility usage- Low Priority #3
- Policy on Drones- Low Priority #3
- Field Usage and availability for public- Low Priority #3
- Multiuse for Tennis Courts- Low Priority #3
- Potential Projects: including Frisbee golf- Low Priority #3

The Commission reviewed the 2014-2015 Work Plan Goals & Areas of Interest and decided to keep the following items:

- 1 A & B- Ongoing
  - Addition of 1C “Park Tree Maintenance Plans”. Commission would like to be informed and involved in discussions surrounding the park tree maintenance, care and plans. Jones will email the City Tree Plan link, Tree Committee Work Plan, and Tree Committee minutes to Commissioners.
- 2 A-E (2a- High Priority #1, 2b- Mid Priority #2, 2c inclusive in signage- High Priority #1, 2d- High Priority #1, 2e- Ongoing)
- 3 B-D (3b&d- Ongoing, 3c- High Priority #1)
- 4 as an ongoing item- Ongoing
- 5 A-C – Ongoing, every 2-5 years

*Note: High Priority #1 will be upcoming Park and Recreation Commission Agenda items.*

No action to approve the 2015-16 Park and Recreation Commission Work Plan. Action tabled until next meeting. Next Commission meeting the goal will be to finalize and take action to approve.

8. **Recreation Department Update:** Sarah DiBenedetto, Management Assistant provided an update on items of interest in the Recreation Department:
- a) Reported that the Childcare Before & Afterschool Programs are to a good start. City Council approved a reduction in fees for the upcoming year and non-resident rates have been eliminated and spaces may still be available. The City no longer operates the ASES programs which influenced the decision to decrease rates for families that qualify for Free or Reduced Lunch programs. Before and After School Childcare will be offered for students at the Fairmont, Harding and Madera Elementary Schools.
  - b) HASEP/MASEP: Enrichment Classes start Monday, September 14, 2015. Classes vary by location. Types of classes include sports, performing & mixed media arts, language, music, science, and mathematics.
  - c) Travel Faire: Wednesday, September 9, 2015 1:15-2:25pm at the El Cerrito Senior Center. Kris Adams of Premier World Tours will talk about the exciting future trips arranged by the Open House Senior Center.

- d) Resource Fair: Wednesday, November 4, 2015 from 9am – 1pm at the El Cerrito Senior Center.
- e) Fall Swim Lessons will start in September.
- f) Halloween Carnival & Haunted House: Saturday, October 31, 2015 12pm – 3pm. The Recreation department is looking for volunteers please contact Vivian Brandt at Community Center.

**9. Items For Next Agenda**

- a. Finalize and Approve Work Plan
- b. City Signage Plan or Policy for waste and recycle bins/ dependent upon availability

**10. Meeting Adjournment 8:46pm**

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