



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION
MEETING AGENDA

Wednesday, February 24, 2016
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 – Robin Mitchell, Ben Chuaqui, Manish Doshi, Gary Hill, Seth Kaplan, Steve Lipson, 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*)
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 Friedman 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 January 27, 2016
Approval of the January 27, 2016 Regular Meeting of the Park and Recreation Commission Meeting Minutes.
6. **Discussion on Park Signage Needs, Design, and Rules:** Christopher Jones, Recreation Director
Discussion and possible action in relation to:
 - a. Review of park signs at parks as observed by Park and Recreation Commissioners
 - b. Review of sign design samples
 - c. Discussion of park rules

7. **Hillside Natural Area: Motorcycle Hill Entry Stairs Funding:** Dave Weinstein, El Cerrito Trail Trekkers

Discussion and possible action to recommend including the funding of a stairway leading to the Motorcycle Hill Pathway located in the Hillside Natural Area with Measure WW Funds. The estimated budget is \$3,000-\$4,000. Possible funding scenarios:

- a. Allocating any savings to this project if the Hillside Natural Area Signage Program comes in under the recommended \$40,000 budget
- b. Allocating any left of money from the recommended Measure WW reserves.
- c. Recommending a reduction in another project to fund the stairs.

8. **Recreation Department Update:** Sarah DiBenedetto, Management Assistant
Update on items of interest in the Recreation Department

9. **Items For Next Agenda**

- a. Fiscal Year 2016-17 Master Fee Schedule

10. **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, January 27, 2016
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 7:06pm:** Chair – Robin Mitchell, Ben Chuaqui, Gary Hill, Seth Kaplan, and Glen Lubcke.
Absent: Manish Doshi and Steve Lipson
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**

None

4. **Council/Staff Liaison Announcements and Reports**

Chris Jones reported on action taken at the December 15, 2015, December 21, 2015, January 5, 2016 and January 19, 2016 City Council Meetings.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from December 9, 2015
Approval of the December 9, 2015 Special Meeting of the Park and Recreation Commission Meeting Minutes.

Action: Moved, seconded (Lubke/Chuaqui) and carried unanimously.

6. **Presentation on Proposed Hillside Vertical Challenge 5K Run and Hike:** Brian Wyatt, Scena Performance

Action: A presentation was given by Wyatt of Scena Performance to the Commission about a proposed 5K Run/Hike in the Hillside Natural Area on July 16, 2016. The vertical challenge will not be divided into pace or age groups- it will have a onetime race start. The marketing and promotion will be in the form of social media, hard copy posters, website, email blast,

newsletter, and sponsors. The event budgeting, revenue and proceeds were discussed. Scena Performance selects a non-profit for proceeds to benefit. For the Vertical Challenge, Scena Performance is considering the El Cerrito Trail Trekkers as the beneficiary. There was positive feedback from the Commission and the Commission supports the proceeds benefitting Trail Trekkers.

There was public comment from Dave Weinstein of The El Cerrito Trail Trekkers. Weinstein and the El Cerrito Trail Trekkers are supportive of the Vertical Challenge. Weinstein expressed concern that Scena Performance is a for-profit business. He commented that the Madera Open Space Restoration Fund was first considered for receiving the proceeds but in further discussion and time it was decided for the funding to be dedicated to trail building. Questions were raised regarding the amount of funds that will be generated; the publication of the event, a segment of the vertical challenge could be considered a private property area. Trail Trekkers has an interest in working more closely with Scena Performance on the event. A suggestion for a slight change in the Vertical Challenge route was made.

Mitchell commented that the best decision is to give to proceeds to the El Cerrito Trail Trekkers but specifics should be decided by Trail Trekkers and Scena Performance, not the Park and Recreation Commission. The Commission also requested that the event be published in the Recreation Department Summer rECguide. The Commission was verbally unanimously in support of the vertical challenge. No action was taken.

7. Hillside Festival Co-Sponsorship

Discussion and possible action for the Park and Recreation Commission to co-sponsor the Third Annual Hillside Festival.

Weinstein: Thankful to the Commission for consideration in co-sponsoring the Third Annual Hillside Festival. Weinstein gave a brief update on the event with suggestions and expressed a hope for event longevity. The Third Annual Hillside Festival will be Sunday, May 15, 2016 10:00am-5:00pm.

Trail Trekkers is asking co-sponsor support for the festival and would specifically like the Park and Recreation Commission to help with publicizing the event and taking part in the event itself.

There was discussion about the possibility of the Environmental Quality Committee allocating funding to the Festival since the Park and Recreation Commission does not have a budget to do so. There was further discussion of different types of recreation events that may be successful in El Cerrito. The Commission explored the idea of Disc Golf. Trail Trekkers asked that the Commission share any further ideas with them. It was agreed to have the Hillside Festival advertised in the El Cerrito Recreation Department Summer rECguide.

Action: Moved, seconded (Kaplan/Lubke) and carried unanimously to co-sponsor the Third Annual Hillside Festival.

8. **Measure WW Funding Priorities and Recommendation:** Christopher Jones, Recreation Director and Yvetteh Ortiz, Public Works Director

Action: Reviewed Park and Recreation Commission funding priorities for the remainder of Measure WW Funds. Mitchell presented scenarios for different allocations of the Measure WW Funds. There was discussion and clarification about different projects and what amounts of funding to assign each recommended project. There was discussion surrounding the California Environmental Quality Act. Ortiz gave a presentation to clarify points and budget regarding to Huber Park. Ortiz also provided a Huber Park improvement update. Some improvements were out of the scope of improvements that were already made and budgeted (ADA and lighting). These were explained. Ortiz was asked to provide input in prioritizing and timelines of projects. There was discussion regarding scope and type of projects. Ortiz made a suggestion to the Commission to keep some funds as reserve.

Public comment was made by Weinstein: cost estimates in that they should stay consistent and he also mentioned the importance of the signage.

Action: Moved, seconded (Mitchell/Kaplan; Ayes- Chauqui, Mitchell, and Kaplan – Noes- Hill, Lubcke) and carried to approve the recommendation the balance of Measure WW Funds be allocated as follows: \$250,000 Fairmont Park (play/gateway area on south side of park), \$70,000 for Huber Park contingency fund and possible other project, \$40,000 for Hillside Natural Area Signage, \$10,000 for possible acquisition of property at Baxter Creek Gateway Park, \$97,093 to remain in reserve for projects that exceed above budgets.

9. **Recreation Department Update:** Sarah DiBenedetto, Management Assistant
Updated Commissioners on items of interest in the Recreation Department

- Summer Camp Registration has opened
- Spring Swim Lesson Registration has opened
- Sweetheart Dance: Saturday, February 6, 2016
- Presidents' Week Camp: February 16-19, 2016
- El Cerrito Recreation Dynamo Golf Tournament: April 25, 2016

10. **Items For Next Agenda**

- Park Signage

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*