



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION
MEETING MINTUTES
Wednesday, March 23, 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 7:04:** Present: Chair – Robin Mitchell, Gary Hill, Norman La Force, Steve Lipson and Glen Lubcke.
Absent: Ben Chuaqui and 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*)

Lipson requested for continued information about work done at Castro Park and other projects as they complete. La Force introduced himself to the Commission. Hill provided an El Cerrito High School Mountain Bike Team update.

Action: Received Announcements

3. **Oral Communications from the Public**

Action: None.

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

Chris Jones reported on action taken at the March 1, 2016 and March 15, 2016 City Council Meetings.

Action: Received announcements and reports.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from February 24, 2016

Approval of the February 24, 2016 Regular Meeting of the Park and Recreation Commission Meeting Minutes.

Action: Moved, Seconded (Lipson/Lubke) carried with abstentions from La Force and Hill.

6. **Discussion of Recent and Upcoming City Park Tree Work:** Stephen Prée, Environmental Programs Manager/City Arborist

There was discussion on park trees - plantings, removals of hazardous trees, Tree Committee initiatives, and other related items. Prée provided a presentation about Arbor Day and Arbor Week activities in El Cerrito. He presented information about the Tree Committee and their successful Arbor Week Grant application. Prée also presented on City run arborist projects at Arlington Park. Commissioners asked follow up questions and feedback throughout the presentation. The Commission discussed concerns and made suggestions.

Action: Received Presentation and Participated in Discussion

7. Recreation Department Proposed Master Fee Schedule for Fiscal Year 2016-17:

Christopher Jones, Recreation Director

The Commission reviewed the proposed Master Fee Schedule for the Recreation Department presented by Christopher Jones. There was feedback and questions asked by Commission as presentation was given and action to recommend City Council adoption.

A motion was made that the Master Fee Schedule proposed by staff for the Recreation Department seems appropriate and to recommend City Council adoption.

Action: Moved, Seconded (Lubke/Lipson) and carried unanimously.

8. Recreation Department Update: Sarah DiBenedetto, Management Assistant

Provided an update on items of interest in the Recreation Department including the Annual Egg Hunt on Saturday, March 26th 10:00am at the Arlington; 19th Annual Dynamo Golf Scramble on Monday, April 25th at the Mira Vista Golf and Country Club; Spring swim lessons have begun and family/recreation swim including the Splash Park is set to open next week; Volunteer Dinner on Tuesday, May 3rd 4:00pm at the Community Center.

Jones: March 1st City Council authorized to recruit for an Administrative Analyst. It is a promotional internal position.

Action: Update Provided

9. Items for Next Agenda

- a. Reorganization of the Park and Recreation Commission
- b. Capital Improvement Projects (CIP) for Fiscal Years 2016-2018 Budget

10. Meeting Adjournment 8:40pm

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