



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION
APPROVED MEETING MINUTES

Wednesday, April 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 Recreation Analyst 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:** Present: Chair – Robin Mitchell, Ben Chuaqui, Gary Hill, Norman La Force, 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*)

La Force provided information about various trees. Hill announced the Hillside Festival on Sunday, May 15, 2016. Mitchell commented on the Community Garden.

Action: Received Announcements

3. **Oral Communications From The Public**
Action: None
4. **Council/Staff Liaison Announcements and Reports**
Staff reported on action taken at the April 5, 2016 and the April 19, 2016 City Council Meetings.
Action: Received announcements and reports.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from March 23, 2016

Approval of the March 23, 2016 Regular Meeting of the Park and Recreation Commission Meeting Minutes.

Action: Moved, Seconded (La Force/ Hill) and carried unanimously.

6. **Park and Recreation Related Capital Improvement Program Items for Fiscal Years 2016-18:**
Yvetteh Ortiz, Public Works Director and Christopher Jones, Recreation Director
Commission had discussion, made recommendations and asked for clarification and more information regarding the CIP.

Action: Motion to approve what is outlined for capital improvement program for the parks recreation facilities with the addition of the four pilot project areas of the Urban Greening Plan are included as separate line items and the subcommittee works with staff on the pool improvements.

Moved, Seconded (La Force/Lubcke) and carried unanimously.

7. **Reorganization of the Park and Recreation Commission**

Action: Annual election of Park and Recreation Commission Officers.

Chair Mitchell: Called for reorganization of the Park and Recreation Commission.

Jones: Declared offices of Chair and Vice-Chair vacant.

Jones: Called for nominations for office of Chair.

Commissioner Hill nominated Commissioner Lubcke for the office of Chair.

Commissioner Lubcke nominated Commissioner Mitchell for the office of Chair.

Jones: Called for further nominations.

Commissioner La Force: With no further nominations moved that nominations be closed.

Lubcke: seconded.

Motion of closing nominations carried.

Chair Mitchell declined her nomination.

Action: Commissioner Lubcke was selected as Chair of the El Cerrito Park and Recreation Commission.

Lubcke: Called for nominations for the office of Vice-Chair.

Lubcke: Nominated Commissioner La Force for the office of Vice-Chair.

Lubcke: Called for further nominations

Hill: Nominated Commissioner Chuaqui for the office of Vice-Chair.

La Force: Moved that nominations be closed.

Mitchell: Seconded

La Force declined his nomination.

Action: Commissioner Chuaqui was selected Vice-Chair of the El Cerrito Park and Recreation Commission.

8. **Park and Recreation Commission 2016-17 Goal Setting and Work Plan Formulation**

Action: Commission brainstormed and had a discussion on topics of interest and goals to accomplish in 2016-17.

There was brief discussion about aligning the work plan with other City plans including the urban greening plan and city strategic plan. The Commission came to an agreement to further discuss the work plan at the next Park and Recreation Commission Meeting.

9. **Recreation Department Update:** Christopher Jones, Recreation Director

On Monday, May 25, 2016 the Department had its 19th Annual Dynamo Golf Scramble and raised just over \$15,000 for the Scholarship Fund. The 2016 Summer rECguide has been published. On June 4, 2016 there will be a Swim Center Safety Event which includes free swim lessons and free admission to the splash park. On May 3, 2016 the Department is hosting its Volunteer Appreciation Dinner and all commissioners are invited.

Action: Update Provided

10. Items For Next Agenda

- a. Park and Recreation Commission 2016-17 Goal Setting and Work Plan Formulation

11. Meeting Adjournment

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