



REGULAR MEETING OF THE  
PARK AND RECREATION COMMISSION  
MEETING MINUTES

Wednesday, January 25, 2017  
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 Department at 510-559-7000. 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 – Glen Lubcke, Ben Chuaqui, Manish Doshi, Gary Hill and Steve Lipson

**Absent:** Robin Mitchell and Normal La Force.

2. **Commission / Staff Communications / Announcements** (*Informal reports on matters of general interest which are announced by the Park and Recreation Commissioners and City Staff*)

Doshi: concerned about Mira Vista Country Club trees near Madera School on Arlington. There are 14 large trees with big branches in electrical wires, they could fall and take out wires. Chair Lubcke mentioned that if PG&E was called, they would come check it out.

Chuaqui: Reported that the notice to proceed has been given on the Hana Gardens senior affordable housing project. He described the 63 unit project at former the Tradeway site next to City Hall.

Jones: Reported that the Request For Proposals Fairmont Park design had been released. He asked for volunteers to sit on evaluation panel and interviews. Chair Lubcke volunteered and the Commission mentioned asking Commissioner Mitchell (not at meeting) if she wanted to serve.

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.*

There were no speakers.

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

Staff and/or Councilmember Quinto may report on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council.

Director Jones reported on items on the City Council Agendas for December 6, 2016, December 20, 2016 and January 17, 2017.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from November 30, 2016  
Approval of the November 30, 2016 Regular Meeting of the Park and Recreation Commission Meeting Minutes.

**Motion:** Approve minutes as presented (Doshi/Hill) – approved unanimously

6. **Review and Discussion of Parks Related Projects:** Christopher Jones, Recreation Director  
Review Parks Projects Status Sheet of funded and unfunded capital improvement program projects related to Parks and Recreation.

The attached spreadsheet of El Cerrito parks projects was discussed by the Commission.

7. **Discussion of California Housing-Related Parks Program:** Christopher Jones, Recreation Director  
Discussion and possible action to recommend to the City Council that the City apply for eligible funds from the California Department of Housing and Community Development's Housing-Related Parks Program. Discussion and possible action to recommend the park(s) project(s) to be funded through this program.

Jones described Housing-Related Parks Program and gave a rough estimation of between \$140,000 and \$200,000 that El Cerrito could receive due to affordable housing units built at the *Ohlone Gardens* and *Creekside Walk*. It was staff's recommendation to apply the funds to Fairmont Park because it is an underfunded project with only about one third of the budget recommended in the Urban Greening Plan.

**Motion:** The El Cerrito Park and Recreation Commission recommends that the City Council authorize the application for Housing Related Park funds for Fairmont Park. (Doshi/Lipson) – approved unanimously.

Commissioners discussed desire for Fairmont Park Project to go to the Design Review Board for a study session.

8. **Recreation Department Update**  
*Update on items of interest in the Recreation Department*

Jones reported on three special events sponsored by the El Cerrito Recreation Department:

- The Recreation's Centennial Crab Feed was a great success. 180 people purchased tickets and had a great time. The event raised approximately \$6,000 for the David Hunter Memorial Scholarship Fund.
- The Department's first Rec Expo Open House will be held at the Community Center on Saturday, February 11, 2017. The event is the first opportunity to register for Summer Day Camps with most camps offering a one day only 10% discount.

- The Family Sweetheart Dance will be held on Saturday, February 4, 2017 at the El Cerrito Community Center. Families are encouraged to come together to dance, take pictures in the photo booth, decorate cookies and have a great time!

**9. Items For Future Agendas**

- a. Bike Park Presentation: Commissioner Hill (TBD April/May)
- b. Measure WW Projects Update: Public Works Staff (February)
- c. Ohlone Greenway Pedidstrian, Bicycle Wayfinding, and Amenities Project (February)
- d. Fairmont Park Phase I Improvement Project (May)
- e. Fairmont Park Phase I Improvement Project – 95% Design (June)
- f. WCCUSD Joint Use Discussion (TBD)

**10. Meeting Adjournment - 7:47pm**