



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION
DRAFT MEETING MINUTES

Wednesday, February 22, 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, Norman La Force, Robin Mitchell.
Absent: 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*)

Commissioner Mitchell read some passages from the book *the Nature Fix* by Florence Williams. The book describes why nature makes us happier, healthier, and more creative.

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.

Bill Kuhlman and Laura Maurer, Economic Development Committee came to speak about the concept of incorporating business wayfinding signs on the Ohlone Greenway. They are looking for volunteers from the Park and Recreation Commission to serve on a subcommittee.

Commissioner La Force commented that it may be difficult for small businesses to afford this type of signage. Fairness- if local merchant does not want to pay, discriminated against.

Commissioner Doshi commented issue of unsightly congestion about issues of clustering signs where multiple businesses are. Another issue might be handling the changing of businesses.

Commissioner Hill described directional signs on Treasure Island, which he found helpful.

Chris Jones stated recruitment of volunteers to serve on this subcommittee will be agendized for the next meeting.

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.

Jones reported that at the February 7th meeting Council was given a presentation of the Strategic Plan, which was updated April 2015.

At the meeting on February 21, 2017 Council on the consent calendar, the Housing Related Parks Program Grant for Fairmont Parks, to provide additional funding for the Fairmont Improvements Project, the adoption of which had been recommended by the Park and Recreation Commission.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from January 25, 2017

Approval of the January 25, 2017 Regular Meeting of the Park and Recreation Commission Meeting Minutes.

Commissioner Doshi moved and Commissioner Chuaqui seconded the motion to approve the minutes. The motion carried unanimously.

6. **Review and Discussion of the Ohlone Greenway Pedestrian, Bicycle Wayfinding, and Amenities**

Project: Melissa Tigbao, Senior Engineer and Ana Bernardes, Associate Engineer

Tigbao explained the Ohlone Greenway Master Plan was adopted in 2009. Design plans will be presented to this Commission for feedback and discussion. The plans will be refined with details for each type of sign, amenities and a list of key locations.

City staff and Fehr and Peers Transportation Consultants, the design consultant for the project, gave an overview, which covered the sizes and colors of the various signs, and amenities such as benches, trash and recycling containers, and bike racks.

Commissioner Chuaqui expressed concern that broader issues concerning the Ohlone Greenway were not being addressed, such as re-doing pathways and landscaping. It was explained that the Ohlone Master plan was being implemented as funds become available. This current project is limited in scope to because the funding is a transportation grant. Future projects could cover other aspects of the Ohlone Greenway Master Plan.

Discussion followed about other concerns: for example, value of bike racks on the Greenway, graffiti, maintenance, night visibility, bicycle safety, color scheme, orientation of benches (view not facing the street).

Commissioner Chauqui stated that each intersection should be carefully evaluated on where to place amenities. He was assured that placement of these amenities and signs will be represented on construction documents for input and on-site inspections are being made for each installation.

In response to graffiti, Jones explained that the City has a graffiti abatement contractor. In response to bicycle safety, Tigbao explained that bicycles are regularly cited for traffic violations and there are stop signs on the Greenway at all intersections.

7. **Review and Discussion of Measure WW Projects Status:** Melissa Tigbao, Senior Engineer and Ana Bernardes, Associate Engineer

Fairmont Park: Tigbao outlined scope of the Fairmont Park Project, the southern part of the park, including the path network, children's play area, and landscape. A design contractor is being selected. The plan is to start construction in the fall.

A charrette at the Fairmont site is planned to solicit public input. A request for a second meeting was discussed. It was explained that it would be up to consultant to propose a public outreach strategy for the City to consider.

Hillside Natural Area Improvement Project Update: The project includes directional signs, trail marks, steps. WW funds of \$40,000 are allocated. In July 2016, the Park and Recreation Commission approved the plans and signs.

Discussion followed the bid process for the construction of the stairs. Unfortunately bids exceeded the budget, and consideration for a cheaper design are being considered. Commissioner Doshi suggested contacting the Boy Scouts, who often do volunteer projects to earn merit badges. Consideration of recommending the reallocation of \$10,000 from Measure WW funds will be agendized for the next meeting.

8. **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.

- a. The Ohlone Greenway Wayfinding Project will be agendized for April at 95% completion in April
- b. The Master Plan Consultant request for proposal will close March 6, 2017.

9. **Recreation Department Update**

Jones reported on the Summer Camp Rec Expo that was held on February 11, 2017. There were 18 summer camp organizations at the three hour event. Three hundred individual campers registered, and 25% of the camps exceeded their minimum enrollment.

Commissioner Hill announced his retirement from this Commission.

It was suggested that to facilitate the orientation of incoming commissioners that links to appropriate documents be provided.

10. **Items For Future Agendas**

- a. Consider appointing commissioners to subcommittee with the Economic Development Committee Members to study business wayfinding signage plan along the Ohlone Greenway (TBD)
- b. Consideration of recommending the reallocation of \$10,000 in Measure WW Funds to Hillside Natural Area Wayfinding Signage and Access Project (March)
- c. Ohlone Greenway Wayfinding Improvements – 95% Design (April)
- d. Fairmont Park Phase I Improvement Project (May)
- e. Fairmont Park Phase I Improvement Project – 95% Design (June)

f. WCCUSD Joint Use Discussion (TBD)

11. **Meeting Adjournment**

The meeting was adjourned at 8:45 p.m.