



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION
PROPOSED MEETING MINUTES

Wednesday, March 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, Norman La Force, Robin Mitchell, David Zuckermann.
Absent: Manish Doshi, Tara McIntire
Council Liaison: Councilmember Quinto
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 Zuckermann introduced himself as a new member of the Park and Recreation Commission. He has lived in El Cerrito almost 20 years and is an employee of East Bay Regional Parks. His two children are students at Korematsu and El Cerrito High School. The other commissioners introduced themselves.

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.

None

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.

Councilmember Quinto introduced himself to the Commission in his role as the City Council Liaison. The City Council interviewed over 40 people for vacancies on City Commissions, Committees, and Boards. He recounted items of interest from the City Council Meeting on March 21, 2017. Council voted unanimously in support of Senate Bill 54 to affirm the City's values in declaring El Cerrito a sanctuary city. He attended a meeting with Jesse Arreguin, mayor of city of Berkeley, regarding the closure of Alta Bates Hospital and efforts that are being made to keep it open. He felt it was important that the citizens of El Cerrito know that the Council is on board in keeping Alta Bates Hospital open.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from February 22, 2017
Approval of the February 22, 2017 Regular Meeting of the Park and Recreation Commission Meeting Minutes.

Commissioner Mitchell moved, and Commissioner Chuaqui seconded a motion to approve the minutes, which was approved unanimously.

6. **Presentation and Discussion of Proposed Rotary Nature and Historical Trail:** Mark Miner, El Cerrito Trail Trekkers
Informational item on the Rotary Grant that the El Cerrito Trail Trekkers have applied for to do trail work in the Hillside Natural Area.

Mark Miner from the El Cerrito Trail Trekkers gave background on his organization. He described their application for a Rotary Grant which was selected over 19 other candidates. It will now move on for approval at the regional level, which will be awarded in July or August. He described proposed trail routes that could be funded by the \$10,000 grant, which will require matching funds. He also described signage that the Trail Trekkers are considering recommending for the trail, which would match the style of the Hillside Natural Area Wayfinding Signage Plan and not be obtrusive. Their goal is to tell the whole story, and they plan to reach out to experts for e.g., in flora, fauna, and child educators.

Commissioner Mitchell asked clarifying questions about the location of the trail. Miner stated that it follows an existing trail but they will also propose an extension to the Schmidt Lane entrance.

Commissioner Zuckermann asked about the dimensions of the signs. He thought that 6" x 12" with 25 words may be too small. He spoke about considerations that the East Bay Regional Park District makes with their own signage. He also mentioned thoughts behind interpretive signage and that focusing on exactly what you want people to know at the exact site of the sign rather than several messages on one sign may have a greater impact. He also encouraged looking at who the audience is and planning the message accordingly (for example at the 8th grade level).

7. **Consideration of Allocating Additional Funds from Measure WW to Hillside Natural Area Wayfinding and Access Project:** Christopher Jones, Recreation Director
Discussion and possible action to recommend the transfer of the balance of the \$10,000 from the Baxter Creek Gateway Park project to the Hillside Natural Area Wayfinding and Access Project.

Jones stated that about \$5,000 of the Baxter Creek Gateway Project was spent on a property appraisal report to determine value of the adjacent property to the park. The owner was not interested in selling.

Commissioner Mitchell moved that the Park and Recreation Commission recommend the transfer of balance of \$10,000 from the Baxter Creek Gateway Park Project to the Hillside Natural Area Wayfinding and Access Project. Commissioner Chuaqui seconded the motion, which was approved unanimously

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.

Jones reported: a) he added links to city website programs to show funding sources; b) City Council voted to contract with Restoration Design Group to provide services for Fairmont Park Project; c) the City is waiting to hear from State the amount of the in the Housing Related Park Program; d) Landscape architects for the Wayfinding Project have been hired to assist with the furnishings and sign placement. Plans at project's 95% completion will be brought to this Commission next month.

Swim Center discussion:

Architects and engineers are remediating ADA issues. There are several ADA issues in the locker room: a) floors are too steep in locker rooms. Tiles need to be removed to grade the floor. It will be replaced with another material which will be less slippery; b) the handicap changing stalls are too small; c) sinks in men's room are in the way of access; d) the benches are not ADA compliant and need backs.; e) need ADA lockers; f) the wall supporting the ADA shower seats need reconstruction. He also explained that Improvements in excess of \$50,000 require 20% must be ADA improvements. Additionally there are erosion issues in the chlorine and acid room. New roll up doors made of reinforced plastic will replace the corroded metal doors. The stucco around outdoor showers needs to be repaired. Improvements will be made with Measure A capital reserves. The focus will be on critical and necessary improvements.

It was suggested that staff: a) check with CASP (California Access Specialist Program) to certify ADA compliance; b) develop public process and poll pool users.

9. Recreation Department Update

Update on items of interest in the Recreation Department

- a. The Fairmont Park charrette tentatively scheduled for April 27 will need to be re-scheduled for a later date to allow for adequate public announcement.
- b. The Annual Dynamo Open Golf Tournament is scheduled for April 24, 2017 at the Mira Vista Country Club.
- c. The recruitment for a new childcare supervisor has started.
- d. Summer rECguide production will be out next month.
- e. April 28, 2017 will be the Commission Council Dinner.
- f. Summer swim lessons have been scheduled.
- g. Earth Day will be April 22, 2017.

10. Items For Future Agendas

- a. Reorganization of the Park and Recreation Commission (April)
- b. Fairmont Park Phase I Improvement Project (May)
- c. Fairmont Park Phase I Improvement Project – 95% Design (June)
- d. Ohlone Greenway Master Plan Overview (TBD)
- e. WCCUSD Joint Use Discussion: Staff met with school district last month. The Superintendent agreed to meet in May. Both Superintendent and vice-superintendent are new and want the opportunity to look at the Joint Use Agreement.
- f. Consider appointing commissioners to subcommittee with the Economic Development Committee Members to study business wayfinding signage plan along the Ohlone Greenway (TBD)
- g. Parks and Recreation Facilities Master Plan contract to be awarded April 18, 2017.

h. Meeting Adjournment – 8:06pm