



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION
APPROVED MEETING MINUTES

Wednesday, March 28, 2018
7:00pm

**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:** Present: Ben Chuaqui, Norman La Force, Tara McIntire, Robin Mitchell, and David Zuckermann.
Absent: Jun Sunseri

2. **Commission / Staff Communications / Announcements**

Commissioners Zuckermann and McIntire continue to meet with City staff to discuss the Hillside Natural Area signage project. When a proposal is completed, it will be presented to the Commission.

3. **Oral Communications From The Public**
None

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

Councilmember Abelson reported on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council on March 20, 2018. Abelson specifically highlighted the mid-year budget review, body worn cameras on police officers, Earth Day (April 21, 2018: work parties 9am-12pm and free lunch for volunteers), and the Charter Committee.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from February 28, 2018
Approval of the February 28, 2018 Regular Meeting of the Park and Recreation Commission Meeting Minutes.

Action: Moved, seconded (Zuckermann/La Force) and carried unanimously.

6. **Presentation on Dorothy Rosenberg Memorial Park:** Commissioner Robin Mitchell delivered a presentation on a proposal from the Friends of the Dorothy Rosenberg Memorial Park on potential future uses of the park and how to prepare the property for public usage. Topics highlighted in the presentation included a property overview (property history, property description, infrastructure, grounds, and nearby path network), the proposed vision for the house, grounds, activities, events and programs, the neighborhood, example models in the East Bay, supporters, funding, goals and the next steps.

Commissioners asked questions and provided feedback. Mitchell would like if possible for the Commission to make a recommendation to the City to provide funding to develop a plan for the property.

7. **Proposed Recreation Department Master Fee Schedule for Fiscal Year 2018-19:** Christopher Jones, Recreation Director, presented the proposed Recreation Department Master Fee Schedule for the 2018-19 fiscal year. The Commission reviewed and recommended the proposed Recreation Department fees for the next fiscal year.

Broadly speaking, the City increases fees in agreement with the yearly Consumer Price Index increase. Other proposed changes made to the Recreation Department Master Fee Schedule were market based and/or as simplification and streamlining of fees. Notable proposed changes include rental fees for the Main Hall at the Community Center. Currently the fees are too high when compared across the market in the Bay Area. Currently, most groups that rent the Main Hall are Non-Profit and Co-Sponsors who receive a reduced rate. The fee reduction adjustments made should help increase rental.

The Department is currently undergoing a re-organization process which includes the concept activities, programs and services for adults of all ages, at a new location and name "Mid-Town." The Department is proposing substantial changes to tennis fees. The Department has engaged in many conversations with the El Cerrito Tennis Club regarding tennis fees and has cited a decrease in private reservations. The Recreation Department would like to remove tennis permit fees and compensate by increasing the reservation fees. Removing the permit fees will decrease the complexity of making a tennis reservation, and subsequently simplify online reservations and increase the quality of customer experiences. The proposed reservation fees are in line with Albany, Pinole, Hercules and Berkeley.

The Department is proposing adjustments to play field fees to charge similarly to other cities by removing youth group and adult group fees and making the fee consistent.

The Department has proposed adjusting swim fees to encourage patrons to sign-up for longer period passes by offering cost incentives. Changes are proposed for the standardization of water aerobics passes.

In reviewing the Master Fee Schedule for Fiscal Year 2018-19, it was noted that in two spots, an amendment needed to be made- the Resident fee line indicate the Non-Resident Fee and vice versa. These amendments will be made by City staff.

The Commission made the recommendation of proposed fees as amended in the Recreation Department for the next fiscal year.

Action: Moved, seconded (Zuckermann/La Force) and carried unanimously.

8. **Review and Discussion of Parks Related Projects:** Christopher Jones, Recreation Director, reviewed Parks Projects Status Sheet of funded and unfunded capital improvement program projects related to Parks and Recreation:
Centennial Park Improvements: Phase I out to bid, hoping for April 17 award by City Council. \$200,000 in potential development in-lieu fees anticipated. Could fund identified additional alternatives and/or negotiate some Phase II improvements with contractor.

Ohlone Greenway Wayfinding Improvements: All elements have been installed, working through punch-list items with contractor.

Parks and Recreation Facilities Master Plan: Final Public Meetings set for April 26 and May 23, 2018. Proposing Special Park & Recreation Commission Meeting Study Session as 4th public meeting. Anticipated recommendation from Park & Rec in Summer with Council adoption in early Fall 2018.

Ohlone Greenway BART Station Area Access, Safety & Placemaking Improvement Projects: Ground Breaking/Mobilization will begin week of April 2, 2018 with a 5 1/2-month timeline to completion. Project will improve and widen mixed use paths near the BART stations, upgrade and expand existing crosswalks to create high visibility pedestrian zones, and enhance landscaping, lighting, seating and other amenities.

9. **Consideration of a Special Meeting of the Park & Recreation Commission to Coincide with the Fourth Public Meeting of the El Cerrito Parks and Recreation Facilities Master Plan**

Consideration of the approval of a Special Meeting of the Park and Recreation Commission Meeting on Wednesday, May 23rd to begin at 6:30pm.

The first draft of the Parks and Recreation Facilities Master Plan will be presented to the Commission and the public in a study session format after which there will be opportunity for public comment before questions and comments from Commissioners. Commissioner La Force commented that it is important for there to be adequate interaction with the public so that their viewpoints are interpreted correctly. Different meeting formats were discussed.

The Commission moved to hold a Special Meeting of the Park & Recreation Commission to Coincide with the Fourth Public Meeting of the El Cerrito Parks and Recreation Facilities Master Plan

Action: Moved, seconded (La Force/ McIntire) and carried unanimously.

10. **Recreation Department Update**

Sarah DiBenedetto, Management Analyst, updated the Commission on items of interest in the Recreation Department.

Annual Egg Hunt and Special Bunny Visit: Saturday, March 31, 2018, 10:00am at the Arlington Park - 1120 Arlington Blvd. Please join us for a traditional Egg Hunt with candy and treats. Come early the hunt is over quickly. This event will occur rain or shine.

Spring into Action Spring Break Camp: April 2-6, 2018. Campers will experience an excursion to Playland-Not-At-The-Beach, a swim day and ice cream social at the El Cerrito Swim Center and an East Bay Vivarium reptile show. Additionally, all week there will be onsite backyard games, sports, arts, crafts, and science activities.

Junior Guard Spring Break Camp: April 2-5, 2018. Participants that successfully complete all program requirements will receive certification in American Red Cross First Aid and CPR and are eligible to apply as a volunteer Junior Lifeguard at the El Cerrito Swim Center.

Senior Center Happenings

Before & Afterschool Child Care and School Based Programs registration is now open. Parent's response to the new fee structure, as reviewed and recommended by the Commission, has been positive.

Alzheimer's Association 3 Part Series Presentation: Friday, April 13, 20 and 27, 2018, 1:15pm at the Senior Center Open House – 6500 Stockton Blvd.

- April 13, 1:15pm—Know the 10 Signs: Early Detection
- April 20, 1:15pm—The Basics: Memory Loss
- April 27, 1:15pm—Healthy Living for Your Brain & Body

11. Items For Future Agendas

- a. Reorganization of the Park & Recreation Commission (April)
- b. Parks and Recreation Facilities Master Plan/Public Meeting #4 (May)
- c. Drone Policy Presentation by Commissioner McIntire (TBD)
- d. CIP Presentation

12. Meeting Adjournment 9:15pm