



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION
MEETING AGENDA

Wednesday, February 26, 2014
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 Management Assistant 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:** Chair - Manish Doshi, Leslie Goldstein, Gary Hill, Seth Kaplan, Steve Lipson, Robin Mitchell.
2. **Commission / Staff Communications / Announcements** (*Informal reports on matters of general interest which are announced by the Park and Recreation Commissioners and City Staff*)
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.
4. **Council Liaison Report** (*Report on council meetings that have occurred since the last Park and Recreation Commission Meeting and other items of general interest.*)
5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from January 22, 2014
Approval of the January 22, 2014 Park and Recreation Commission meeting minutes.
6. **Discussion of Ohlone Greenway Re-Opening Celebration:** Suzanne Iarla, Community Outreach Specialist

Receive a brief presentation followed by discussion and possible action on preliminary plans for an Ohlone Greenway Re-Opening celebration on Saturday, May 31, 2014.
7. **Discussion and Possible Recommendation to Declare July Park and Recreation Month In El Cerrito:** Christopher Jones, Recreation Director

Review and discuss a draft resolution declaring July as Park and Recreation Month in El Cerrito and possibly recommend its approval to the City Council.

8. Park and Recreation Commission 2014 Goal Setting and Work Plan Formulation

Continue brainstorming and discussion on topics of interest and goals to accomplish by the Park and Recreation Commission in 2014.

9. Recreation Department Update: Christopher Jones, Recreation Director (*Update on items of interest in the Recreation Department*)

10. Items For Next Agenda

11. Meeting Adjournment

COMMUNICATION ACCESS INFORMATION *To request a meeting agenda in large print, Braille, or on cassette, or to request a sign language interpreter for the meeting, call the Management Assistant, at 559-7001 (voice) at least FIVE (5) WORKING DAYS NOTICE PRIOR TO THE MEETING*



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1. **Roll Call:** Chair - Manish Doshi, Gary Hill, Seth Kaplan, Steve Lipson, Absent Leslie Goldstein, Robin Mitchell.
2. **Commission / Staff Communications / Announcements** (*Informal reports on matters of general interest which are announced by the Park and Recreation Commissioners and City Staff*)

Hill: Provided an update on fundraising for Madera Hillside which is approaching \$30,000 total. *Single Track High* movie showing raised \$500. *Rebels with a Cause* movie also generated support. Cold calls will also be made to businesses to raise money. Efforts are going well.

Doshi: Baseball tryouts started. Baseball season is going to be in full swing. Soccer Doshi will be a liaison to the City and the Fields. High school soccer seasons are also under way.

3. **Oral Communications From The Public**
None.
4. **Council Liaison Report** (*Report on council meetings that have occurred since the last Park and Recreation Commission Meeting and other items of general interest.*)

Director Jones reported to the Commission of recent actions taken by the City Council at their meetings on December 17, 2013, January 7, 2014, and January 21, 2014.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from December 11, 2013
Approve the December 11, 2013 Park and Recreation Commission meeting minutes.

Amendment proposed by Hill to item 7: change language to "designed, constructed, and maintained with community input."

Moved as amended, seconded (Kaplin/Hill; Ayes- Commissioners Doshi, Kaplan; Absent- Commissioners Goldstein & Mitchell; Abstain- Commissioner Lipson was absent for 12/11/13 meeting)

6. Discussion and Update on Parks and Facility Maintenance Progress by the Operations + Environmental Services Division: Garth Schultz, Operations + Environmental Services Division Manager

Discussion topics to include play field maintenance progress and related items.

Schultz:

- Trails process: There has been a request that the Public Works Department as a whole will configure a formal process of how to approve trail work. The Department is working to formalize the process. Director Ortiz is reviewing what the City's plan of action will be regarding Hillside Natural Areas.
- Fields Work: Lack of rain has helped to complete some of Public Works projects including play field renovations at Harding, Castro and Canyon Trail Parks. The renovations in December were largely thanks to ECYB and a large donation from a private contractor to ECYB. Irrigation renovations were also performed at Cerrito Vista- replaced 12 existing valve with 24 valves all with electronic timers (will be a reduction in failures). At Cerrito Vista Park, the base set areas have been grated out and relayed with suede. Tassajara Park's play field will also be redone in the same manner.
- The severe drought this season and will require water conservation. Staff has been in communication with East Bay MUD.
- Commissioner Doshi commented on the remarkable changes in the El Cerrito parks and play fields.
- There was conversation about recycled water usage in El Cerrito.

7. Mid-Year Budget Update, Recreation Department: Exhibit 2: Christopher Jones, Recreation Director

The commission was provided an overview of the Recreation Department's Budget from July 1 through December 31, 2013.

- Overall the Recreation Department utilizes four funds in the City; the majority of which comes from the General Fund. The Lighting Landscape District generally covers some custodial costs and building supplies. Measure C, which is called Measure J now, is a portion of the County Sales Tax earmarked for Transportation. It is operated by the Senior Services Division and is primarily used for the Easy Ride Transportation Service. Finally, the Integrated Waste Management Fund is dedicated for custodial staff at the Recycling Center.
- The adopted budget projects \$3.6 million in revenue and \$4.2 million in expenses- with a difference of \$621,000 which is essentially made up by the General Fund.
- No budget amendments have been made.
- Revenue is up 4% from the previous year.

- There are 7 divisions in the Recreation Department: Recreation Administration, Childcare Administration, Swim Center, Senior Services, Adult & Community Services, Youth Services, and Custodial Maintenance Division.
- The Department did not overspend last year and does not appear to be on a course of overspending this year.

8. Park and Recreation Commission 2014 Goal Setting and Work Plan Formulation

Commission brainstorming and discussion on topics of interest and goals to accomplish in 2014.

- Doshi commented on the importance of offsite meetings and walkthroughs at creeks, trails, parks and project sites. There was agreement amongst Commissioners.
- Doshi suggested one Park & Recreation Commission meeting could be to go to City Council Meeting to see the process. Jones recommended going to City Council as individuals and that commissioners should identify themselves as being on the Park and Recreation Commission.
- Hill would like to have an active dialog regarding a bike park and bike trails in El Cerrito. Hill would like to give a presentation of his concept.
- Doshi commented that El Cerrito Futbol Club would like to work with staff and this commission to get a long term agreement with WCCUSD and El Cerrito High School for field usage. Expressed a strong need for a long-term field use agreement.
- Kaplan is interested in the Recreation Department organizing different kinds of athletic events such as runs, triathlons, Moeser Pro-Climb, marathon, half-marathon etc. There was a discussion amongst Commissioners supporting this idea.
- Jones commented on a “Fun Run” being organized and the idea of having a foundation comprised of members of the community volunteering their time to help support parks and recreation in El Cerrito. The possibility of another large event staffed by Recreation may not be possible, but the Department would be able to facilitate such an event with support from community groups or a foundation.
- Doshi suggested the Commission support the Recreation Department on such events.

9. Recreation Department Update: Christopher Jones, Recreation Director (*Update on items of interest in the Recreation Department*)

- The City was closed Christmas Eve through the first week of January.
- The Recreation Department will be having Family Sweetheart Dance February 7th with a photo booth and refreshments. Tickets are \$4.00 a piece or \$12 for a family of four.
- Field reconstruction at El Cerrito High School has been delayed until March.
- There has been no change or update in regards to the Portola Middle School site.

10. Items For Next Agenda

- Goal setting

- Hill may have an update following a meeting with Melanie Mintz to present to the Commission

11. **Meeting Adjournment** at 8:36PM

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EL CERRITO CITY COUNCIL PROCLAMATION
In Recognition of the Month of July as Park and Recreation Month

WHEREAS, Parks and Recreation makes lives and communities better now and in the future; and

WHEREAS, it is established through the National Citizen Survey in El Cerrito that over 85% of residents have visited a neighborhood or City park at least once per year; and that nearly 50% participate in an El Cerrito Recreation Department program or activity; and

WHEREAS, residents value recreation as it provides positive alternatives for children and youth to reduce crime and mischief especially during nonschool hours, it promotes the arts, it increases social connections, aids in therapy, and promotes lifelong learning; and

WHEREAS, residents value their parks for access to outdoor spaces for children and adults to play and be active; exercise and group sports; and

WHEREAS, parks provide access to the serenity and the inspiration of nature and outdoor spaces as well as preserve and protect the historic, natural, environmental, and cultural resources in our community; and

WHEREAS, the residents of El Cerrito including children, youth, families, adults, seniors, businesses, community organizations, and visitors benefit from the wide range of parks, trails, open space, sports fields, tennis courts, facilities and programs including the El Cerrito Community and Swim Centers, the Open House Senior Center, Cerrito Vista Park, childcare and after school enrichment programs provided by the El Cerrito Recreation and Public Works Departments; and

WHEREAS, the City of El Cerrito City Council urges all its residents to recognize that parks and recreation enriches the lives of its residents and visitors as well as adding value to the community's homes and neighborhoods; and

WHEREAS, July is celebrated across the nation as Parks and Recreation Month,

NOW THEREFORE, the El Cerrito hereby proclaims July 2014 as Parks and Recreation Month and in doing so, urges all its residents to use and enjoy its parks, trails, open space, facilities, and recreation opportunities and acknowledge that Parks Make Life Better!

Dated: March 18, 2014

Janet Abelson, Mayor